

Semi-Annual Town Meeting Minutes
Wednesday, February 4, 2026
7:00 pm via Zoom

Commissioners:

Present: Dan Ennis, Dan Donnelly, and Nick Roy

Absent: none

Quorum present? yes

Present during all or portions of the meeting: Clerk Cate McDonald, Treasurer Alice Allen, and Events Manager Cindy Ennis.

Town Residents: Tristan Stewert, Michael Acierno, Sandy Heiler, Emily Willson, Emily Hart, and Chris Scanlon

Others: none

Proceedings: *The meeting was called to order at 7:00 pm.*

- Welcome & Meeting Overview
- **BPC Update:** Chris Scanlon gave an update on what the BPC has been busy with.
 - RFP for East Market Street Redevelopment:
 - An owner's representative has been hired to help solicit bid for the design services, with RFP released in January and bids due the end of February. The project will include road configuration, repaving, curb and gutter installation, sidewalk repairs and extensions, and streetscaping, with public input opportunities planned at early design stages and after further development.

Questions / Comments:

Sandy Heiler asked if HPC has provided input: Yes, the owner's rep has meet with Rebecca Ballo from HPC, MHT, and other stakeholders prior to the RFP being issued.

- Parcel 770
 - Building permit for 19 High has been issued with construction expected to start soon.
- Sidewalk Feasibility Study (MD 97 from South of Gold Mine Road to Northwest of Brookeville) has been received from SHA and will be posted to the Town's website for review. Estimated cost for sidewalks is \$6M.
- **FY'26 Budget update**
 - The FY'26 Budget vs Actual was reviewed; overview showed that the town is at 51% of the annual operating revenue

Questions / Comments:

Emily Hart asked about the sidewalk improvements and if the sidewalks will intrude on homeowners' property. Dan E. explained that the feasibility study found the town needs sidewalk accessibility improvements, with minimal impact on residents' yards due to the road's potential new status as a local rural road.

- **Rental & Marketing Report**
 - 29 contracts executed so far, including 6 repeat renters, and projecting up to 40 contracts for the year.
 - Working on marking the Academy as a rental venue.

- **Community Events**
 - The Town would like to hear from Residents what type of events they would like the Town to host.
 - Sandy Heiler will be hosting Heritage Days for the Town on Saturday, June 27th.

- **Town Infrastructure**
 - Schoolhouse: routine maintenance being performed.
 - Academy: routine maintenance being performed.
 - Looking for a grant for acoustics improvements
 - MHT Grant Awarded will take place soon: masonry repointing, windows, painting
 - Streetscape: Regular maintenance as required
 - The Fall Clean Up day was a success; a Spring Clean Up day will be organized.
 - Trees to be planted on North Street with Tree Montgomery
 - Streetlights
 - New LED light fixtures for the Town-owned streetlights have been installed; one fixture will be moved to around 309 Market.
 - Potential new playground: a grant was applied for on partnership with SUMC to erected a new playground

Open Discussion:

- Residential Property Maintenance / Historic Preservation: this is an ongoing discussion after complaints from Residents about property upkeep. The goal is to preserve Brookevill.

The meeting adjourned at 8:01pm.
Cate McDonald
Town Clerk