

Commissioners Meeting Minutes

Wednesday, September 9, 2026

7:30 pm via Zoom

Commissioners:

Present: Dan Ennis, Dan Donnelly

Absent: Nick Roy

Quorum present? no

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

others: none

Proceedings: *The meeting was called to order at 7:30 pm.*

ROUTINE TOWN BUSINESS

- **Meeting Minutes:** the August meeting minutes were not available.
- **Budget:**
 - Family and Medical Leave Program will require quarterly payroll filings, with an estimated cost of around \$200-300 the Town due to having fewer than 15 W-2 employees
 - Alice is compiling documents for the Annual Review
 - The budget-versus-actual report was reviewed, noting a full audit will be required next year
- **Events Manager report**
 - August was quiet but successful, with eight new events booked for fall and spring totaling nearly \$3,600 in revenue.
 - Boy Scouts to move their October meeting to a Saturday, with a discussion on whether to charge additional fees for weekend usage given their existing annual agreement.
- **Events**
 - **Co-Work Fridays:** postponed until September 25th
 - **Craft Fair:** tentatively scheduled for November 15th
 - **Halloween Party:** Date will be Sunday, October 25th
 - several families expressing a preference to do trick-or-treating on Halloween night than after the party. A decision about trick-or-treating will be made later

BPC:

- Permits for Approval: none
- WSSC Project - Reddy Branch Sanitary Force Main Replacement.
 - Virtual meeting is scheduled for September 10th

Infrastructure

- Playground progress: the plans are almost finalized; additional seating around the playground will be discussed at a later date.
- Verizon phone line: still no resolution; decisions will be based on the elevator's phone access needs.
- Academy acoustics: no update

The meeting adjourned at 8:16 pm.
Cate McDonald
Town Clerk