

**AGENDA**  
**COMMISSIONERS OF POOLESVILLE**  
**February 2, 2026**  
**19721 BEALL STREET**  
**7:00 PM**

*To join the meeting, go to Youtube.com. Search "Pooleville"  
Click the "Filter" Icon and Click "Today"  
The Town Commission Meeting will be visible.  
A link is also on the Town Webpage*

*The meeting starts at 7 PM. You will only be able to see the meeting once it starts.*

1. **Call To Order**
2. **Pledge Of Allegiance**
3. **PHS Wrestling Team Snow Shoveling Recognition**
4. **Commissioner Announcements/Committee Reports**

Jim Brown

Bryan Bupp - Planning Commission

Ed Reed - Fair Access and Sustainable Pooleville

Sarah Paksima - Fair Access

Alan Hobbs - Parks, Recreation and Streets

5. **Public Comment**
6. **Approval Of Minutes**

6.I. Minutes Of January 20, 2026

7. **New Business**

7.I. UMVFD July 4th Budget - Scott Graham

7.II. FY2027 Story Tapestries Grant Request

Documents:

[PROPOSAL FROM STORY TAPESTRIES INC.PDF](#)

7.III. FY2027 Pooleville Seniors Budget Request

7.IV. Standards For Official Conduct - Resolution No. 002-26

Documents:

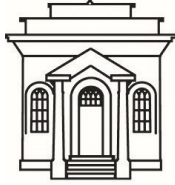
[STANDARDS OF CONDUCT REOLUTION 002-26.PDF](#)

8. **Old Business**
- 8.I. Annexation Provisions Release Request - Resolution No. 001-26

Documents:

9. Town Manager's Report
10. Adjournment

**Public Testimony is Limited to Three Minutes**  
**This is a tentative agenda subject to change.**



**TOWN OF POOLESVILLE**  
19721 Beall Street  
P.O. Box 158  
Poolesville, MD 20837  
301-428-8927  
[www.poolesvillemd.gov](http://www.poolesvillemd.gov)

## **GRANT APPLICATION**

### **Introduction**

The Commissioners of Poolesville offer a variety of grant opportunities to local non-profit organizations designed to further their goals to create and maintain a more fiscally and environmentally sustainable community and improve the quality of life for all residents. ***Sports organizations are encouraged to rely on fundraising.***

Commissioner grants are funded through Poolesville's General Fund and are appropriated contingent upon Public Benefit and the availability of funds. Organizations receiving grants must serve the Town of Poolesville and its residents without discrimination based on race, religion, gender, age, disability, national origin, or sexual orientation.

**Public Benefit** means that all residents of the Town may derive a benefit from the grant awards in the form of environmental projects, safety, community activities, economic development, and benefit the public at large rather than an individual, small groups, or private enterprises. **In most cases, only projects based within the Poolesville Corporate Limits will be considered.**

Applicants are required to submit the attached Grant Application. Incomplete applications will be denied. Applicants are also required to give an oral presentation to the Commissioners in conjunction with the written application. Awards are contingent upon project eligibility and availability of funds.

**The Following are the different types of grants available:**

### **Mini Grants**

Applications for "**mini**" grants must not exceed **\$2,500**. These grant applications are accepted throughout the year. Incomplete grant applications will be denied.

#### **Eligibility/Criteria**

- Applicant must be a non-profit organization.
- Funding must benefit Poolesville residents.
- Project must involve Poolesville residents or groups.
- If approved, the applicant shall purchase the product or services, and submit the receipt(s) for reimbursement or submit invoices directly from vendors for payment.
- Awardees are required to complete a summary of the project outcomes, submit receipts showing proper use of funding, and submit a minimum of two visual items to illustrate the project (photos, printed materials, etc.) after the project has been completed.

### **Major Grants**

Grants ranging from \$2,500. to \$25,000 are accepted and reviewed during the Town's budget process. Application deadline for major grants is January 15 of each year for awards granted after July 1. Late or incomplete grant applications will be denied.

#### **Eligibility/Criteria**

- Applicants must be an established Poolesville civic association, nonprofit, or 501,3, c., Applicants must provide status documentation.
- Successful grant recipients must authorize one individual to manage the grant funds.
- Funding must benefit Poolesville residents, address specific needs in the Town and for its citizens, and help build and strengthen the community.
- Funding must be 20% matched through cash, in-kind donations, and/or volunteer hours.
- Funds must be expended in the fiscal year in which approved.
- If approved, the applicant shall purchase the product or services, and submit the receipt(s) for reimbursement or submit invoices directly from vendors for payment.
- Awardees are required to publicly present a summary of the project outcomes, submit receipts showing proper use of funding, and submit a minimum of two visual items to illustrate the project (photos, printed materials, etc.) to the Commissioners after the project has been completed.

In addition to the above criteria, the successful applicant shall demonstrate specifically how the funds will be spent. **Requests for grants must primarily benefit Poolesville citizens.**

**Grant Terms and Conditions**

All grant funds generally must be spent in the fiscal year awarded. A written report detailing expenditures and project/event success must be submitted as detailed. Failure to comply with the requirements or expenditure of funds as requested will result in forfeiture of grant funding and ineligibility of future grants.

Recipients of funds are required to provide appropriate acknowledgement of the Town's assistance in any advertisements or publications.

**1. Applicant Information**

Full legal name of organization Story Tapestries, Inc.

Address 19301 Hempstone Avenue, Poolesville, MD 20837

Name of Authorized Point of Contact Arianna Ross, CEO

Phone: 301-518-8607 Fax: \_\_\_\_\_

501(C)(3), status if applicable: 501c3 in good standing

Whom or what purpose does your organization serve: (Mission Statement)

Story Tapestries uses the arts as a powerful tool to create accessible, open spaces and opportunities for individuals

and communities to reach their highest potential by:

providing innovative, custom-designed performances, workshops and hands-on community and educational experiences;

designing programs that develop skills, connect individuals, elevate diverse voices and celebrate youth, families,

adults, and seniors; and engaging and impacting individuals where they live, work and thrive.

**2. Type of Project and Purpose**

Type of project/event:

Story Tapestries and Riverworks Art Center are collaborating to create a community-designed public art initiative creating the first phase of a Sculpture Trail / Art Walk in the Town of Poolesville.

Purpose, how will your project/event positively impact the citizens and/or businesses in Poolesville and meet the required criteria?

Story Tapestries, in collaboration with Riverworks Art Center and the Town of Poolesville, proposes to launch a community-informed sculpture trail that reflects Poolesville’s identity, values, and cultural life. Riverworks will host, and Story Tapestries will lead, inclusive community events to gather resident input, stories, and ideas. Story Tapestries will then work with two local artists to design and fabricate original sculptural works inspired directly by community voices. Artists will be selected from Story Tapestries’ team of 70+ vetted and background-checked artists, selecting those who are local, have a history of creating community-informed artwork, and are accomplished sculptors.

**3. Project Location, Date & Time Information**

Project Location: Multiple public-facing locations within the Town of Poolesville, with initial community engagement events hosted at Riverworks, and sculptures installed along a walkable route identified in collaboration with the Town.

Date: Community engagement and artist selection: Summer–Fall 2026; Design, fabrication and installation: Winter 2026–Spring 2027

Time: Specific dates and times for public-facing events (3 community events, 1 culminating celebration) will be decided together with the Town, Riverworks, Story Tapestries and the selected artists.

**4. Funding Request Information, Itemize expenditure types and amounts (How funds will be spent)**

Town funds will support artist stipends, community engagement activities, materials, fabrication, accessibility considerations, and project management. The Town’s investment will be matched by Maryland State Arts Council funding and in-kind contributions, including staff time, planning support, and community event hosting. A detailed line-item budget is provided in the attached Excel document.

**5. Results**

Who will prepare financial reports showing expenditures and how will the success of your project/event will be measured:

Story Tapestries’ staff will prepare all financial reports, track expenditures, and ensure compliance with Town requirements.

Project success will be evaluated through:

- Number and diversity of residents participating in engagement events;
- Successful commissioning and installation of two original sculptures;
- Accessibility and cultural relevance of the final artworks;
- Community feedback gathered through surveys and informal evaluation;
- Public use and visibility of the art walk.

Story Tapestries will provide the Town with a written final report, financial documentation, and visual materials following project completion.

\_\_\_\_\_  
**Signature of Authorized Person For the Organization**

1/15/2026

\_\_\_\_\_  
**Date**

Approved

Denied

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Empower. Educate. Engage.**

phone: 301.916.6328

email: [administrator@storytapestries.org](mailto:administrator@storytapestries.org)

web: [www.storytapestries.org](http://www.storytapestries.org)

## **Town of Poolesville - Proposal from Story Tapestries**

The project will:

- Engage Poolesville residents of all ages in shaping their shared public spaces;
- Create accessible, culturally relevant public art that fosters pride, belonging, and intergenerational connection;
- Enhance the Town's public realm and contribute to local economic vitality by drawing residents and visitors to walkable destinations;
- Establish the foundation for a long-term art walk featuring both permanent and rotating artworks.

The project meets the Town's grant criteria by providing broad public benefit, strengthening community connections, and investing in creative placemaking within the Town's corporate limits.

Story Tapestries, with its HQ in Poolesville, has nearly three decades of experience leading community-centered arts projects across Montgomery County and the region (15 years as a 501c3). The organization has successfully partnered with municipalities, parks departments, schools, and cultural organizations to deliver complex, multi-phase public art and engagement initiatives.

Most recently, Story Tapestries collaborated with Montgomery Parks and artist Luis Del Valle on a community-informed public art project that centered on resident voices, accessibility, and cultural relevance. That project serves as a direct model for this proposed initiative, demonstrating Story Tapestries' ability to manage artists, engage the public, coordinate with government partners, and deliver high-quality, durable public artworks.

Riverworks is a Poolesville-based arts organization and creative hub dedicated to fostering artistic expression, community connection, and access to the arts. Riverworks regularly hosts exhibitions, workshops, and community gatherings, making them an ideal partner for inclusive engagement activities that invite broad community participation.

Together, Story Tapestries and Riverworks bring deep experience, trusted community relationships, and the administrative capacity needed to ensure this project's success. This project is designed as the first phase of a long-term Sculpture Trail / Art Walk for Poolesville. In future phases, the Town and partners may invite artists with existing works to



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loan sculptures for rotating installations, creating an evolving destination that balances permanent anchors with changing artistic voices.

Accessibility and cultural relevance will remain central to all future expansion, ensuring that the trail continues to reflect Poolesville's diverse community and remains welcoming to residents and visitors alike.

The Town of Poolesville's investment will catalyze a lasting cultural asset that grows over time and strengthens the Town's identity as a vibrant, creative, and inclusive community.



							TOTAL	Town of Pooleville	In-Kind contributions	MSAC A/E
<b>Organizational Planning Fees</b>										
ST staff to support financial tracking, marketing, oversight of the project	7.50%	% of time	1	staff	\$73,000	rate	\$5,475.00	\$5,250.00		\$225.00
Riverworks to support implementation	40	hours	1	rate	\$50	rate	\$2,000.00	\$2,000.00		
<b>Additional Contracted Services</b>							\$0.00	\$0.00		
Artist Fees to create pieces; includes materials costs	2	pieces	1	# of artists	\$6,000		\$12,000.00	\$12,000.00		
3 community activities to gather public input for designs	3	events	1	# of artists	\$1,800		\$5,400.00	\$1,400.00		\$4,000.00
1 culminating celebration	1	events	1	team	\$2,200		\$2,200.00	\$2,200.00		
<b>Misc.</b>							\$0.00	\$0.00		
Print Marketing Material	1	flat rate	1	flat rate	\$700		\$700.00	\$0.00		\$700.00
Community activity supplies	3	events	1	set of supplies	\$80	supplies	\$240.00	\$0.00		\$240.00
Sculpture Installation fees	2	sculptures	1	fee	\$450	rate	\$900.00	\$900.00		
Sculpture signage	2	sculptures	1	fee	\$150	per sign	\$300.00	\$300.00		
Space for the community activities	3	events	1	host	\$300	per event	\$900.00		\$900.00	
							\$30,115.00	\$24,050.00	\$900.00	\$5,165.00

**Resolution No. 002-26**  
**Introduced: February 2, 2026**  
**Public Hearing:**  
**Adopted:**  
**Effective:**

**AN ORDINANCE TO AMEND THE POOLESVILLE CODE, CHAPTER 2, ARTICLE III, TO ESTABLISH STANDARDS FOR OFFICIAL CONDUCT REGARDING VULGARITY, PUBLIC COMMUNICATION, AND IMPARTIALITY.**

**WHEREAS**, the Town Charter authorizes the removal of appointed officials for misconduct in office; and

**WHEREAS**, the Town of Pooleville depends on its officials to follow the law and make the right decisions; and

**WHEREAS**, the reputation of the Town for integrity flows from a commitment to shared values; and

**WHEREAS**, the Commissioners desire to ensure that all public servants treat the public with dignity and respect.

**NOW, THEREFORE, BE IT ORDAINED**, by the Commissioners of Pooleville, that Chapter 2, Article III of the Pooleville Code is hereby amended by adding Section 2.31 as follows:

**Section 2.31. Standards of Public Conduct and Communication.**

A. Applicability. The provisions of this section apply to all local elected officials and all appointees to boards, commissions, and committees of the Town.

B. Prohibition of Foul and Abusive Language. No official shall utilize foul and abusive language, including but not limited to vulgarities, obscenities, or gender-based slurs, in any public forum or on any social media platform where the official is identifiable as a representative of the Town. For the purposes of this section, an official is deemed "identifiable" if:

1. The official's Town title is explicitly used in the post or account bio; or
2. The official uses Town-owned equipment or network resources to transmit the communication; or
3. The official is widely recognized by the community as a Town representative such that the conduct is detrimental to the image of the Town.

C. Maintenance of Impartiality. Public officials shall refrain from public statements or social media postings that demonstrate a lack of impartiality or independence of judgment regarding their official duties. Highly inflammatory denigration of federal, state, or county officials that

impairs the official's ability to perform Town duties objectively shall constitute a violation of this standard.

D. **Disclaimer Requirement.** When posting personal views on matters of public concern that relate to governmental operations, officials are encouraged to provide a clear disclaimer stating that the views expressed are their own and not representative of the Town of Poolesville. Failure to provide a disclaimer when using a Town title shall create a rebuttable presumption that the official is acting in an official capacity.

#### **E. Enforcement and Penalties.**

1. **Misconduct in Office:** A violation of this section shall be adjudged as "misconduct in office" or "malfeasance" under the provisions of the Town Charter.
2. **Action by Ethics Commission:** Any person may file a complaint with the Ethics Commission alleging a violation of this section. The Commission may issue a reprimand or recommend removal to the Town Commissioners.
3. **Removal:** Upon a finding of misconduct after due notice and hearing, an official may be removed by the Commissioners.

**F. Procedures for Removal by the Board of Commissioners.** In instances where the Board of Commissioners elects to exercise its direct authority under the Town Charter to adjudicate misconduct, the following procedures shall apply:

1. **Notice of Charges:** The Town Manager or the President of the Commissioners shall provide the appointed official with a written "Statement of Charges" detailing the specific vulgarities or acts of partiality alleged, at least fifteen (15) days prior to any scheduled action.
2. **Right to a Public Hearing:** No appointed official may be removed for misconduct without the opportunity for a public hearing.
3. **Conduct of Hearing:** The hearing shall be held before the Board of Commissioners. The official shall have the right to be represented by legal counsel, to testify, and to present witnesses or evidence in their defense.
4. **Adjudication:** Following the hearing, a member may be removed from office by an affirmative vote of at least three (3) members of the Board of Commissioners upon a finding of misconduct in office, malfeasance, or conduct injurious to the reputation of the Town.
5. **Final Decision:** The decision of the Board shall be in writing and shall be considered a final administrative action subject to appeal in the Circuit Court for Montgomery County.

**Resolution No. 001-26**  
**Introduced: February 2, 2026**  
**Adopted:**  
**Effective:**

**PARTIAL RELEASE AND AMENDMENT TO ANNEXATION AGREEMENT**

THIS PARTIAL RELEASE AND AMENDMENT TO ANNEXATION AGREEMENT (this "Amendment") is made and entered into as of this \_\_\_ day of \_\_\_\_\_, 2026, by and between LAURA JAMISON WRIGHT and RILEY S. JAMISON (collectively, the "Owners"), and THE COMMISSIONERS OF POOLESVILLE, a municipal corporation of the State of Maryland (the "Town").

**RECITALS**

WHEREAS, on May 30, 1989, Robert P. Jamison and Susan S. Jamison (predecessors-in-interest to the Owners) entered into that certain Annexation Agreement with the Town (the "Original Agreement"), concerning the annexation of approximately 90.14 acres of land located at 16410 Budd Road, Poolesville, Maryland 20837 (Parcel ID# 160300039688; the "Property"), which Original Agreement was authorized by Town Resolution No. 005-90, adopted April 2, 1990, and recorded among the Land Records of Montgomery County, Maryland, at Liber 9354, Folio 273; and

WHEREAS, the Original Agreement imposes certain obligations on the Owners and their successors, including, among others: (i) in Section 5, the dedication of up to one-quarter (1/4) acre of the Property for a Town well site upon request, with ingress and egress; (ii) in Sections 6 and 7, the dedication of portions of the Property for stormwater management ponds and related easements upon request; and (iii) in Section 8, easements for utilities and underground stormwater conveyance upon request; and

WHEREAS, the Owners have requested a release from certain provisions of the Original Agreement, as detailed in their letter dated on or about December 17, 2025, to facilitate a lease of a portion of the Property to Solar Budd LLC for a solar energy project; and

WHEREAS, the Town has determined that the stormwater management obligations under Sections 6 and 7, and the underground stormwater conveyance obligation under Section 8, are no longer necessary, as alternative solutions have been implemented, and agrees to a full release thereof; and

WHEREAS, the Town desires to retain a modified right to a well site under Section 5, limited to the portion of the Property north of the existing residential dwelling unit (i.e. farmhouse), while releasing such obligation as to the portion south thereof; and

WHEREAS, the Town desires to retain the utility easements under Section 8, while releasing the underground stormwater conveyance obligation therein; and

WHEREAS, the parties hereto desire to amend and partially release the Original Agreement as set forth herein;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Release of Stormwater Provisions.** The Town hereby fully and irrevocably releases and discharges the Owners, their successors, and the Property from any and all obligations, rights, duties, and requirements under Sections 6 and 7 of the Original Agreement, including but not limited to any dedication for a stormwater management pond, regional stormwater management pond, or related easements, and from the obligation to execute easements for underground stormwater conveyance under Section 8 of the Original Agreement. Sections 6 and 7 of the Original Agreement are hereby deemed null and void and of no further force or effect.
2. **Amendment to Well Site Provision.** Section 5 of the Original Agreement is hereby amended and restated in its entirety as follows:

“On the terms and subject to the conditions stated in this paragraph, the Owner agrees to deed in fee simple to the Town when requested an area of the Subject Property not to exceed one-quarter acre for a Town well site, limited exclusively to the portion of the Property located north of the existing residential dwelling unit (the ‘Northern Portion’), and the Owner shall allow ingress and egress to such well site. For purposes hereof, the ‘Northern Portion’ means all land on the Property lying north of an imaginary east-west line running through the approximate center of the existing residential dwelling unit located at 16410 Budd Road (as such dwelling exists as of the date of this Amendment). The Town's right to request a well site hereunder shall not apply to, and is hereby released as to, the portion of the Property located south of such line (the ‘Southern Portion’). The Owner and Town acknowledge and agree that it is their intention for the well site to be at a location in the Northern Portion that would be compatible with further development of the property and use of the property by the Owner prior to development. Accordingly, it is agreed that at such time as the Town may request designation of the site by the Owner, the site shall be in an area designated by Owner and shall be selected by a surveyor licensed to practice in Maryland and chosen by Owner and approved by the Planning Commission of the Town. Additionally, the Owner shall designate the access route to said well site. All survey and attorney fees incurred in preparing said deed at the time of site selection shall be borne by the Town.”

3. **Amendment to Easement Provision.** Section 8 of the Original Agreement is hereby amended and restated in its entirety as follows:

“Upon request by the Town, the Owner agrees to execute easements on the Subject Property for the placement of aboveground and underground customary utilities. The Town and Owner agree that the Owner shall receive no additional consideration for said easements but that, unless Owner’s permission to the contrary is obtained, the utilities placed on the Subject Property shall be capable of serving future development of the Subject Property and shall be located within ten feet of the north boundary of the Subject Property or at a location compatible with the future development of the Subject Property. The Subject Property shall be restored to its original condition after said utilities are installed. Said easement(s) shall be executed at the time such are needed upon receipt by the Owner of a written request by the Town accompanied by the proposed easement document.”

- 4. **No Other Changes.** Except as expressly modified or released herein, all other terms, conditions, covenants, and provisions of the Original Agreement shall remain in full force and effect and are hereby ratified and confirmed. This Amendment shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- 5. **Governing Law.** This Amendment shall be governed by and construed in accordance with the laws of the State of Maryland.
- 6. **Counterparts; Recordation.** This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties agree to record this Amendment among the Land Records of Montgomery County, Maryland, at the Town's expense.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date first above written.

**ATTEST:**

**THE COMMISSIONERS OF POOLESVILLE**

\_\_\_\_\_  
Maggie Leibrand  
Town Clerk

By: \_\_\_\_\_  
James Brown  
President, Commissioners of Poolesville

**ATTEST:**

**OWNERS:**

\_\_\_\_\_

\_\_\_\_\_  
Laura Jamison Wright

\_\_\_\_\_

\_\_\_\_\_  
Riley S. Jamison

**STATE OF MARYLAND** ) To wit:  
**COUNTY OF MONTGOMERY** )

On this \_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned Notary Public, personally appeared The Honorable James Brown, President of the Commissioners of Poolesville, known to me (or satisfactorily proven) to be the person whose name is subscribed to the foregoing instrument, and acknowledged that he/she executed the same on behalf of the Commissioners of Poolesville for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**STATE OF MARYLAND** ) To wit:  
**COUNTY OF MONTGOMERY** )

On this \_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned Notary Public, personally appeared Laura Jamison Wright and Riley S. Jamison, known to me (or satisfactorily proven) to be the persons whose names are subscribed to the foregoing instrument, and acknowledged that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Address of Owner(s): 16410 Budd Road  
Poolesville, Md. 20837

Address of Commissioners of Poolesville: 19721 Beall Street  
Poolesville, MD 20837

Title Insurer: None

Parcel Tax ID#: 03-39688 (160300039688)