

**MINUTES  
COMMISSIONERS OF POOLESVILLE  
January 3, 2022**

**\*\*\* This meeting was conducted virtually through ZOOM with live time posting to YouTube. Notice of the meeting date, time and agenda were posted in advance, physically at the Town Hall, on the Town's Website, and on social media. Prior to the start of the meeting, it was confirmed that the public could view the meeting on YouTube.**

**CALL TO ORDER:**

President Cook called the meeting to order at 7:00 p.m. All Commissioners were in attendance. Town Manager Tomasello, Town Engineer Strong and Town Attorney Gullo were also in attendance.

**PLEDGE OF ALLEGIANCE:**

President Cook led the Pledge of Allegiance.

**COMMISSIONER/COMMITTEE REPORTS**

President Cook had no report.

Commissioner Radigan had no report.

Commissioner Reed had no report.

Commissioner Brown gave an update on the Fair Access Committee, stating the proposed letter to elected officials regarding White's Ferry had been sent. FAC is also going to host a candidate forum for county executive candidates.

Commissioner Eck had no report.

**CONSENT AGENDA**

The minutes to the December 6, 2021 meeting, the December 20, 2021 meeting and the December 20, 2021 Closed Session were approved by motion of Commissioner Eck and seconded by Commissioner Radigan and passed 5-0.

**PUBLIC COMMENT**

None

**OLD BUSINESS**

1. Town Manager Search

The Commissioners had a discussion regarding the search process for the Town Manager. Several tasks were assigned to staff including finalizing the job description; preparing to advertise the position; re-appointing the interested members of the citizen search committee; adding a new member to the committee; and ensuring the committee had adequate technical support to review the needed qualifications of candidates (Wade Yost was to be contacted to see if he would be interested in serving again on the committee to handle this aspect).

2. Covid Plan for Employee

The existing Poolesville Covid Plan required it be revisited. After reviewing the plan, the Commissioners agreed by consensus to keep the plan in place.

## **NEW BUSINESS**

### 1. Montgomery County Tax Duplication

President Cook outlined the efforts of the local municipalities to work with the County to address the inequities of the tax duplication matter. Legislation is being considered by the County to address this matter and a letter of support is being requested. Commissioner Eck made a motion to endorse the proposed letter on this matter. Commissioner Reed seconded the motion. Motion carried 5-0.

### 2. Trash Hauling/Recycling Services

The Town Manager gave a slide presentation outlining the results of the citizen survey on this matter. After discussion of the matter, the Commissioner highlighted various aspects of service they would like to be crafted into the upcoming RFP.

## **TOWN MANAGER REPORT**

Mr. Tomasello gave a detailed report, excerpts of which are attached.

Commissioner Radigan made a motion to adjourn at 9:14 pm., seconded by Commissioner Eck. Motion passed 5-0.

A full video of the meeting can be viewed at [YouTube.com](https://www.youtube.com), search Poolesville, Commissioners

# Poolesville Town Commissioners Meeting

January 3, 2022

## TOWN MANAGER'S REPORT

The Town Manager ("TM") provided a report including the following topics –

1. Funding for Public Relations                      The Town Manager reported that FY'22 funding allocated to this purpose is effectively exhausted and requested the Commission advise how to fund additional activities going forward. Commissioner Brown replied that he would look into the year-to-date expenditures.
2. "Thrift Shop" Property                              TM spoke with the recent offeror on the property and informed them that additional due diligence is required prior to considering their request or potentially moving forward with the surplus process.
3. Finance/Budget Consultant                      As previously reported, discussions are ongoing with a potential consultant to evaluate Town financial policies/documents, internal controls, software, etc. with an aim of providing a "roadmap" for implementation beginning in the upcoming fiscal year.
4. Employee Handbook                                Progress continues to be made on the new and expanded Employee Handbook. TM held a lengthy video call with our consultants to go over the collected comments of the management team. The second draft is underway. When eventually completed, the document will come to the Commission for approval.
5. CivicClerk    The Deputy Town Clerk continues to train on this software, which will enable us to post agenda materials online prior to meetings. The current implementation goal is late February to mid-March.

Here is my statement.

I want to take the new year's opportunity, and hopefully soon a new Town Manager, that we consider making some changes in our structure.

This idea was clarified for me recently when a resident attended a previous Commissioner meeting via Zoom. The resident asked for the Commissioners to provide an update on their accomplishments.

From my perspective, the accomplishments have not been zero, but too few accomplishments to be proud of.

I am sure that we all have heard that if we continue doing the same thing, we can only expect the same results. We can do better for Poolesville. We must get the selection of the next Town Manager right, and more importantly, we need to set him or her up for success.

I am suggesting that we review our officer positions so that we can accomplish important goals for Poolesville.

Please give some thought to reorganizing our structure for the next Commissioner meeting.

I am certainly open to ideas from others.

Best regards,  
Jeffery Eck

FF II | EMT | CPR Instructor | Covid Vaccinator 