

**MINUTES
COMMISSIONERS OF POOLESVILLE
January 19, 2021**

***** 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 and on the Town's Website. 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 7:30 p.m. All Commissioners were in attendance. Town Attorney Gullo and Town Manager Rivard were also in attendance.

PLEDGE OF ALLEGIANCE:

Commissioner Radigan led the Pledge of Allegiance.

THE PRESIDENT ALLOWED THE NEW BUSINESS AGENDA ITEM TO TAKE PLACE AT THE BEGINNING OF THE MEETING IN DIFERENCE TO THE GUEST PARTICIPANT'S TIME.

Community Police Officer Bond and SRO Roberts were present to discuss the current situation where certain members of the community youth are experiencing bullying, harassment, and violence in the Town Parks. The officers are aware of the youths involved and will be contact the parents to express their concerns. Further Officer Bond has included the Town Parks as a "check on patrol" item for the regional patrolling officers to ensure that more frequent checks and visibility by law enforcement is occurring. The Town Staff (DPW and Parks) will also increase their visibility in the Town Parks to assist in deterring or reporting problems.

COMMISSIONER/COMMITTEE REPORTS

President Cook gave an update on the White's Ferry situation and a request from the Events Committee regarding guidance in planning the 2021 activities.

Commissioner Radigan indicated that the January Planning Commission meeting was cancelled.

Commissioner Reed indicated that the Sustainable Poolesville meeting will be held January 27th.

Commissioner Brown updated the group on the Fair Access Committee's involvement in the White's Ferry matter and expressed his concern that all the appropriate partners at the State and County level have been contacted, he is not optimistic on a positive outcome, and that more needs to be done to pressure the stakeholders in Virginia to become engaged. He also gave an update on the PHS project and shared the slideshow on the potential rebuild – indicating that at present this proposal does not meet the goals set by the Community.

Commissioner Eck updated the group on the Parks Board discussion of bike racks, sidewalk plan, naming of the entry way into certain Town parks. He intends to follow up with details in an email.

APPROVAL OF MINUTES

Commission Reed made a motion to approve the minutes for the December 31, 2020 meeting and the January 4, 2021 meeting. Motion was seconded by Commissioner Radigan. Motion carried 5-0.

PUBLIC COMMENT

No public wished to comment

OLD BUSINESS

1. Covid

Town Manager Rivard gave an update on the number of Covid cases in the Poolesville zip code and the County's priority scheme for distribution of the vaccine.

NEW BUSINESS

2. Sustainable Poolesville Awards Program

Thomas Jagodits and Don Street from the Sustainable Poolesville Committee were present to discuss their proposal to have a yearly awards program and a schedule related thereto. There was discussion regarding the funding of this program and Town Manager Rivard indicated that there were sufficient funds budgeted to support the proposal. Commissioner Reed made a motion to approve the proposal, motion was seconded by Commissioner Radigan. Motion carried 5-0.

3. Water Tower Painting and Lettering

Town Manager Rivard gave an update on the project to paint the water tower, including a plan for public input on the color, logo, lettering/wording. The Commission indicated that the proposal should move forward to develop some alternatives that could be put out for public consideration.

4. Hughes Road Speed Humps

Town Manager Rivard gave an overview of the recommendation from the Parks Board regarding the installation of speed humps at specific areas of Hughes Road. The project cost would be approximately \$3,500.00. Commissioner Radigan made a motion to approve the proposal, Commissioner Eck seconded the motion. Motion carried 5-0.

5. Tom Fox Avenue and Hughes Road Intersection Improvements

Town Manager Rivard gave details regarding the improvements proposed at Tom Fox Avenue/Hughes Road which would include curbing and ADA accessibility improvements. The total project cost estimate was \$11,000 and the Parks Board reviewed and recommended this project be approved. Commissioner Eck made a motion to approve the project as presented. Commissioner Reed seconded the motion. Motion carried 5-0.

6. Bodmer Avenue Safe Routes to School

Town Manager Rivard gave an overview of the SRTS program which funds the engineering and construction of sidewalks deemed necessary to provide a safe route to school. This program provides 80% of the funding necessary for the project however to be approved is a multiyear effort which requires the submission of 30% engineering drawings as its initial stage. The total estimate for the 30% engineering work is \$65,000 which would also be subject to the 80/20 grant funding. The estimate for the entire project is \$510,000 which would require the Town to spend \$102,000 (20%). This project was also reviewed and recommended by the Parks Board and the funds for the initial engineering work have been budgeted. Commissioner Eck made a motion to approve the engineering for the project outlined in the staff report. Motion was seconded by Commissioner Radigan. Motion carried 5-0.

7. Historic District Gateway Signage

The Commissioners reviewed the staff report which included the recommended sign design that was similar to the "Brookville" sample. Town Manager Rivard indicated there were slight adjustments that could be made that may affect the cost. The total cost is estimated at \$8,000 which would be subject to a 50/50 grant funding. Accordingly, Town Manager Rivard requested a \$5,000.00 allocation to handle the Town's portion of this proposal with the adjustments that were outlined in the report and discussion thereof. Commissioner Radigan made a motion to authorize a not to exceed amount of \$5,000.00. Commissioner Eck seconded the motion. Motion carried 5-0.

8. Sewer Capacity Report

Town Manager Rivard gave an overview of the Annual Sewer Capacity Report which was prepared by the Town Staff to be submitted to MDE as is customary. Commissioner Eck made a motion to approve and send the report. Motion was seconded by Commissioner Radigan. Motion carried 5-0.

TOWN MANAGER REPORT

Town Manager Rivard gave an update on the pending issues in Town which included streetlight replacement and Elgin Road site distant improvement which was done by Preston and his crew.

Commissioner Radigan made a motion to adjourn the meeting at 9:20 pm. The motion was seconded by Commissioner Eck and carried 5-0.

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