

**MINUTES**  
**COMMISSIONERS OF POOLESVILLE**  
**March 15, 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, 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. Acting Town Manager Evans and Town Attorney Gullo were also in attendance.

**PLEDGE OF ALLEGIANCE:**

President Cook led the Pledge of Allegiance.

**COMMISSIONER/COMMITTEE REPORTS**

President Cook indicated that in-school instruction has started for Montgomery County. She has announced that the Town Pavilion rental is now open in compliance with CDC and County protocols. Ms. Cook invited the Poolesville Day Committee Chair Faith Etheridge to address the group regarding the possible plans and modifications for the 2021 event. July is the target for a decision to be made regarding the event. As of now planning is happening as if the event will occur. She also gave an update on the White's Ferry sale.

Commissioner Radigan reported that the Planning Commission was cancelled. The next meeting is in April.

Commissioner Reed reported on the Sustainable Poolesville Meeting indicating the group is requesting Commissioner support and endorsement in the participation of the Solar Co-Op and Water Service EPA program promotion. There is no cost, and this will create additional environmental awareness. Commissioner Reed made a motion to endorse and participate, which was seconded by Commissioner Eck. Motion carried 5-0. Finally, Commissioner Reed indicated that the SPC would like to be involved in the Master Plan process.

Commissioner Brown reported that the Fair Access Committee had its leadership election. Link Hoewing is now the new Chairman, and Maria McGuire is now the vice chairman. Commissioner Brown gave kudos to outgoing Chairman Kevin Schramm for his past leadership in this group. He also indicated FAC is continuing its effort to get the planned PHS gym to be double in size – like the other high schools. He indicated that a new “white paper” is being drafted to serve as an operational and guiding document. Finally, he indicated that the FAC Leadership Breakfast is being planned for Poolesville Day and should continue as a part thereof into the future.

Commissioner Eck indicated that the Parks Board did not meet.

**CONSENT AGENDA**

The minutes of the March 1, 2021 and the March 1, 2021 Closed Session were approved by motion of Commissioner Eck and seconded by Commissioner Reed and passed 5-0.

**PUBLIC COMMENT**

No public was present to offer comment.

**OLD BUSINESS**

No Old Business

## **NEW BUSINESS**

President Cook announced that Barbara Evans will continue to be the acting Town Manager, and that no Interim Town Manager will be hired. Former Town Manager Wade Yost, who has a pre-existing consulting contract with the Town, will continue to be engaged to assist and aid in appropriate matters. Commissioner Reed made a motion to this effect, Commissioner Radigan seconded. Motion passed 5-0.

President Cook gave a presentation supporting the proposal to hire an outside firm to conduct an Organizational Assessment and the need for an organizational audit. The Commissioners engaged in much discussion regarding the details. Further there was much discussion regarding the job description of the Town Manager. It was agreed that Commissioner Eck will create the building blocks of the job description and share with the rest of the group. Then the job description will be shared with the staff, peer Town Managers, committee chairs and the public for input and comment.

There was also discussion on obtaining a firm to hire a town manager candidate. Town Attorney Gullo was tasked with obtaining details and options from various firms, including those that may have been used to fill recent town manager vacancies around the State.

Commissioner Radigan made a motion to adjourn at 8:48 pm. The motion was seconded by Commissioner Eck and carried 5-0.

A full video of the meeting can be viewed at YouTube, search Poolesville, Poolesville Commission.