

**MINUTES
COMMISSIONERS OF POOLESVILLE
May 3, 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 Consultant Yost were also in attendance.

PLEDGE OF ALLEGIANCE:

Commissioner Radigan led the Pledge of Allegiance.

PUBLIC HEARING: ORDINANCE NO. 218 – PROPOSED FY22 BUDGET:

Commissioner Cook read a letter submitted by resident Robert Roit regarding the grape crushing facility. Maureen O'Connell spoke on behalf of the Historic Medley District. Tom Kettler spoke on behalf of Kettler Forlines Homes, the Historic Medley District and the Poolesville Area Chamber of Commerce. President Cook made a motion to remove the asterisk that says money given to the Historic Medley District must be used for repairs, Commissioner Radigan seconded, all were in favor. Commissioner Radigan made a motion to close the Public Hearing for the FY22 Budget, Commissioner Eck seconded, all were in favor.

COMMISSIONER/COMMITTEE REPORTS

President Cook had no report.

Commissioner Radigan reported that the Planning Commission will meet on May 12.

Commissioner Reed reported that the Sustainable Poolesville Committee will meet again in July.

Commissioner Brown reported that the Fair Access Committee will meet May 6th and discussed agenda items.

Commissioner Eck reported that the Parks Board will meet in person on May 5th at Dr. Dillingham Park. He also recommended that the park amenities be updated on the town website.

APPROVAL OF CONSENT AGENDA - MINUTES

The minutes of the April 19, 2021 meeting were approved by motion of Commissioner Eck and seconded by Commissioner Radigan and passed 5-0.

PUBLIC COMMENT

None.

OLD BUSINESS

1. Water Tower Decal

John Strong will prepare an RFP to have the tower painted as well as putting a logo on the high school side of the tower. Staff will look for a simple font that is easily readable for the 'P'.

NEW BUSINESS

1. Organizational Assessment/Town Manager/RFP HR

After a lengthy discussion, the Commissioners directed Mr. Yost to tweak the HR Consulting Services RFP to include the creation of a Citizen Advisory Committee, which will be used to narrow down the Town Manager selection to five finalists. The RFP as well as the ad for Town Manager will be sent to the Commissioners for review before going out.

TOWN MANAGER REPORT

Acting Town Manager Evans reported that a tree fell at Well 6. Lee's Tree Service removed the tree and Capital Fence replaced the fence.

Covid-19 Vaccines: All employees except 4 have received their Covid-19 vaccinations.

Website: Hosting of the Town website is going back to Civic Plus. It was previously being hosted by WordPress.

Email: Emails are being switched back to the Google platform. There has been billing issues with Google but it is being resolved.

Poolesville Historic District Signs: Sarah Rogers with Heritage Montgomery was contacted regarding the grant for historic signs. Shee said she received a letter of intent but nothing else and that the Town can reapply in January of 2022. Ms. Evans will get pricing for the signs and this item will be placed on the next Commissioners agenda.

Maryland Smart Energy Grant: The Town applied for a \$95,000.00 grant from Maryland Smart Energy and received \$40,000.00. Mr. Cunningham with Maryland Smart Energy was called to see why the amount was different but he has not returned the call. The grant can be used for streetlights, canopy over electric chargers and electric vehicles.

Community Project Funding: Congressman Trone advised that we were not included in the 10 projects to the House Appropriation Committee. Cost to the town to write the grants were \$6,220.00

Summer Camp: Commissioner Reed asked about the possibility of holding the summer camp this year. Ms. Evans reported on covid restrictions still in place in Montgomery County for summer camps and cost of the camp. She also reported that the Camp Director and Assistant Director have already taken other jobs for this summer. This will be placed on the next agenda item for a decision.

ADJOURNMENT

Commissioner Radigan made a motion to adjourn at 8:33 pm. The motion was seconded by Commissioner Reed and carried 5-0.

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