

**MINUTES
TOWN MEETING
OCTOBER 18, 2023
TOWN OFFICE – 300A SOUTH SETON AVENUE**

Present: *Elected Officials* - Commissioners: Timothy O'Donnell, President; Clifford Sweeney, Treasurer; Amy Boehman-Pollitt and Valerie Turnquist. *Staff Present* - Cathy Willets, Town Manager; Sabrina King, Town Clerk; Jessica Housaman Recorder.

I. Call to Order

A quorum being present, Commissioner Timothy O'Donnell, President of the Board of Commissioners, called the October 18, 2023 Town meeting to order at 7:00 p.m. Pledge of Allegiance was recited. Commissioner O'Donnell explained the process of agenda item #1 and briefly noted that the public meeting will end, and the public meeting will not reconvene. He added the Board will move into a closed executive session to discuss a personnel matter and will discuss in further detail at that time. Upcoming meetings were announced.

Commissioner Comments:

- Commissioner Turnquist: She thanked the applicants for submitting an application for the open Commissioner seat.
- Commissioner Sweeney: No comment.
- Commissioner Amy Boehman-Pollitt: She thanked all the applicants for applying for the Commissioner seat and wished them the best. She announced that there will be a Planning Commission meeting that will discuss the first phase of the comprehensive plan.
- Commissioner O'Donnell: He announced that Mayor Davis will not be at tonight's meeting due to attending the County Executive meeting with the Town Planner, Najila Ahsan. He also thanked those for applying for the Commissioner seat.

Public Comments: No comment.

II. Agenda Items

Agenda #1 – Board of Commissioners host interviews for open Commissioner position. Ms. Willets announced the candidates by the order of who submitted the candidacy application which was, Kevin Hagan, Glen Blanchard, Jim Hoover, and Scott Frager. Commissioner O'Donnell announced that each candidate had a total of 20 minutes with four minutes per question. He added follow-up questions are permitted as long as there is time, and it is closely aligned with the original question topic. Each Commissioner had a chance to ask one of the five questions.

Question #1 - What do you hope to accomplish as Commissioner and how does your unique experience and skill set assist you with these goals?

Question #2 - What steps should the Board of Commissioners take to ensure transparency and accountability?

Question #3 - At the April Town Board meeting, the Board approved, on a 4 to 1 vote, an ordinance to increase water rates by 36% per year for the next five years and thereafter an annual increase of 3%. If fully implemented, the five years of increases will increase the cost of water to residents by 363%. Would you have voted for or against this ordinance? Please explain your answer.

Question #4 - Tell me about a time when you had to deal with a complicated or detailed conflict. How did you go about navigating and resolving that situation? Please share your general thoughts on communication skills and conflict resolution.

Question #5 - What will you do to help Emmitsburg prepare for the future?

Set Agenda Items for November 6, 2023 Town Meeting

Agenda Items: (1.) For consideration, approval of new Commissioner. (2.) Swearing in of new Commissioner. (3.) For consideration, reorganization of Board of Commissioners. (4.) For consideration, Proclamation for MML Municipal Government Works Month. (5.) For consideration, standard operating procedures for the Community Legacy Façade Grant. (5) For consideration, authorizing \$300,000 of American Rescue Plan Act (ARPA) money for the FY24 water fund operating budget. (7.) Discussion and presentation by Shentel/Glo

Fiber. **Administrative Business: (NONE) Consent Items:** (1.) Appoint Patricia Galloway as a full member of the Planning Commissioner with a term of November 6, 2023 to March 1, 2026.

Motion: Commissioner Boehman-Pollitt motioned to accept the November 6, 2023 Town meeting agenda as presented; second by Commissioner Sweeney. Yeas – 4; Nays – 0. The motion was adopted.

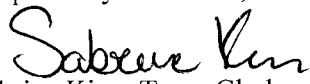
III. Sign Approved Text Amendments and/or Resolutions

IV. Adjournment

Commissioner O'Donnell announced that there will be a closed executive meeting. He announced at the close of the October 18, 2023 Town meeting, the Emmitsburg Mayor and Board of Commissioner intend to meet in closed session for the purpose to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Motion: Commissioner O'Donnell motioned to close the meeting for a closed executive meeting at 8:21 pm; second by Commissioner Turnquist. Yeas - 4 Nays - 0.

Respectfully submitted,


Sabrina King, Town Clerk
Minutes Approved On: