

Minutes
Spruce Pine Town Council
January 08, 2024 5:30 PM

A meeting of the Town Council was held on January 08, 2024. Present were Mayor Phillip Hise and Council Members Rocky Buchanan, Larry McKinney, Wayne Peight and Jackie Rensink. Staff in attendance included Darlene Butler, Crystal Young, Anthony Hensley, Spencer Bost, Michael Wood, and Kasey Cook. Others attended, including Christine Hodel, Courtney Aycock, Chad Donnahoo, Matt Ward and Donnie Staton.

CALL TO ORDER

Mayor Phillip Hise called the regular meeting to order at 5:30 PM. Rocky Buchanan gave the invocation. Larry McKinney led the Pledge of Allegiance.

APPROVAL OF AGENDA

Rocky Buchanan moved to approve the agenda, adding an appointment to the ABC Board to the action agenda. Larry McKinney seconded the motion, which carried unanimously.

APPROVAL OF MINUTES

Jackie Rensink moved to approve the minutes of the December 11, 2023 Town Council Meeting. Rocky Buchanan seconded the motion, which carried unanimously.

APPOINTMENT

Christina Hodel updated the Town Council on the Mitchell Giving Gardens. She presented a summary of 2023 End of Year Outcomes and 2024 Goals for the Gardens. Said handout is incorporated by reference and attached to these minutes. Ms. Hodel requested a dedicated water spigot at the gardens for watering purposes. The Council will consider the request.

ACTION AGENDA

- ✓ Rocky Buchanan moved to provide sewer at outside rates with no annexation to Ledger VFD at 5165 South 226 Highway. Larry McKinney seconded the motion, which carried unanimously.
- ✓ Consensus of the Council was to send the Zoning Map Amendment applications for the properties owned by Mitchell House and The Greens to the Planning and Zoning Board for review and recommendation.
- ✓ Larry McKinney moved to reappoint Matt Miller to the ABC Board. Wayne Peight seconded the motion, which carried unanimously.

DEPARTMENT UPDATES

Police Department

- Police Chief Kasey Cook updated the Council on the police department for the month of December, presenting a log with a total of 427 calls logged through Mitchell County Communications. Said log is incorporated by reference and attached to these minutes.
- He said his new officers were working out well, with Officer Sale working on his own.
- One new Durango has been picked up.
- K-9 School was postponed, which will give time to get the vehicle cage installed.
- Chief Cook has created a checklist of all town streets and officers will visit each street each week.

Finance

- Finance Officer Crystal Young gave the Council an update on the financials for the period ending December 31, 2023. Sid report is incorporated by reference and attached to these minutes.
- She noted that she will have a budget amendment for the pump at the North Toe River pump replacement at the next meeting.
- She, Donnie and DeWayne McKinney have been working on replacing or cancelling 3 AT&T phone lines, which cost the town around \$450 each per month.
- Crystal, Darlene and DeWayne will participate in a cybersecurity meeting on Thursday.

- Crystal updated the Council on the BRIC grant application, noting needed changes and the deadline in February.

Water and Sewer

- Project Manager Donnie Staton with Veolia gave his report for the month of December. Said report is incorporated by reference and attached to these minutes.
- He noted that the Beaver Creek Reservoir pool will need to be dredged in the next couple of years.

Public Works

- Public Works Director Anthony Hensley presented a Work Order Summary Report for his department. Said report is incorporated by reference and attached to these minutes.
- He advised that the surplus truck was sold and picked up. The new vehicle is in Winston-Salem and should be available for pick up soon.
- He commended employee Travis Phillips for passing the exam for his Grade I Collections certification.
- He is still interviewing to fill the vacant position in Public Works.
- Anthony expressed his appreciation to NC Rural Water Association for help narrowing down the location of a water leak on Valley Road.
- The state-mandated lead and copper inventory due later this year is on his radar.

Main Street

- Main Street Director Spencer Bost gave his monthly report. He noted that the period after the holidays is slower downtown.
- Work on the Fire on the Mountain Festival is ongoing.
- The Main Street committees are developing work plans for 2024.
- He is working on the 2024 Schedule of Events.
- He has hired a Main Street assistant, who will begin on January 16th, focusing largely on media and marketing.
- Work has begun on preparing the structure at Riverside Park for the kayak mosaic created by artist Emma Cadman.
- The accreditation process with NC Main Street will begin soon.
- Council Member Jackie Rensink noted that she is aware of a lot of interest in having an official “Tree Lighting” of the Tri-County Oil tree to begin the holiday season. A “Gem Drop” (similar to a New Year’s ball drop) has also been proposed. Spencer has a proposal regarding future holiday plans that he will soon present to the Council.

Parks and Rec

- Parks and Rec Director Michael Wood presented his January report for Parks & Rec, which is incorporated by reference and attached to these minutes.
- He noted that Stroup Road Park has a newly-graded and graveled road and parking lot. As work at the park is on-going, it has been closed for the winter months, but can be opened as needed.
- His department is short several employees. He will fill at least one position, and start reaching out to lifeguards for the summer.

PUBLIC COMMENT

- ❖ Mayor Phillip Hise recognized Mitchell EDC Director Matt Ward, and asked if he’d like to comment. Matt was happy to mention a couple of positives for Spruce Pine. This includes the progress made by Tractor Food & Farms, who now own their facility beside the Town Hall. Also of note is that the Mountain Community Health Partnership closed on the property on Hwy. 226 South, with plans for housing and a 20,000 SF Healthcare Facility.

CLOSED SESSION

Mayor Hise requested a motion to enter into closed session, citing NCGS143-318.11(3) – To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege. Larry McKinney moved to enter into closed session. Jackie Rensink seconded the motion, which carried unanimously.

RETURN TO OPEN SESSION

Council Member Larry McKinney moved to resume open session, with Council Member Rocky Buchanan departing due to scheduling needs. Wayne Peight seconded that motion, which carried with 4 in favor.

MANAGER'S UPDATE


- Town Manager Darlene Butler updated the Council on an offered donation of a 10,000 SF canvas structure. Council discussed the donation, including uses, location, cost of moving, and possibility of decreasing the size. Based on this discussion, consensus of the Council was to express their appreciation to the owner, and respectfully decline the offer.
- Darlene outlined her intentions to request mowing proposals. She noted that the mowing of the recreation parks will remain with Parks and Rec, Public Works will continue mowing city street shoulders, and all other public spaces will be contracted. She proposed bidding out mowing, cemetery maintenance, and landscaping separately, for at least a two-year contract. Council agreed.
- Darlene advised Council that they have a request from Eric Nutter regarding the Town taking over a proposed water line to serve Kate's Lane in the Ledger community. NCDOT requires that utility lines placed in the highway right-of-way must belong to and be maintained by the Town. Darlene noted that Public Works Director Anthony Hensley has met with Mr. Nutter. Anthony recommends that any line assumed by the town should be permitted by the state, engineered, of capacity to serve multiple homes, and installed according to the engineered plans at the customer's expense. Council will consider, and make a decision at the next meeting.
- Darlene noted that negotiations with Withers-Ravenel for Streetscape services will begin later this month. Stormwater RFQ's were due by Friday, 1/05.
- Darlene commended the administrative staff for doing a great job filling in while short-staffed.

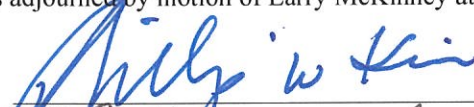
MAYOR/COUNCIL/ATTORNEY REQUESTS

Mayor Hise asked for an update on the pedestrian bridge. Darlene brought the Council up to speed on current grant possibilities, funds raised, and the possibilities for interim improvements.


ADJOURNMENT


With no further business, the meeting was adjourned by motion of Larry McKinney at 7:22 PM.

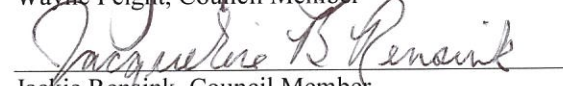

Darlene Butler, Manager
/Acting Town Clerk


Phillip Hise, Mayor


Rocky Buchanan, Council Member


Larry McKinney, Mayor Pro Tem


Wayne Peight, Council Member


Jackie Rensink, Council Member

2024 GOALS

Our GOALS for 2024 are to:

- Grow and distribute food by donating to Shepherd's Staff and at Harvest Table events
 - Increase production by at least 10%
 - Increase soil fertility with compost, crop rotation, and cover cropping
 - Double Harvest Table events -
 - 4 onsite at MGG (last Friday of the month)
 - 4 at other locations in Mitchell County
 - Shepherd's Staff
 - Buladean Community Center
 - Engage local growers in a FAIR SHARE donation program to distribute surplus produce
- Execute year 1 of fundraising plan, revising & updating as appropriate
 - Establish a fundraising committee, recruit volunteers with fundraising experience and/or community connections
 - Obtain multi-year grant for financial sustainability
 - Host Spring & Fall Fundraising events
 - Launch corporate appeal
- Design, fund, and install an irrigation system
 - This is a top priority that will contribute to increased capacity on multiple fronts:
 - decrease water use by 60 - 80%
 - improved efficiency and food production in the garden
 - increased volunteer hours to direct towards other projects
 - demonstrate an appropriate technology for other growers
 - KEY POINTS of drip irrigation:
 - Direct application of water to the soil no loss to evaporation
 - Simple, neat system that is easy to install and maintain
 - Minimal exposed pipes or tubing (only drip tape on raised beds)
 - Prepaid water account to ensure funds are available for water bill
 - Secure locked housing around water spigot
- Continue to partner with TRACTOR with a focus on collaborative resources
- Increase our reserve by \$5,000
- Develop seasonal garden based curriculum to provide educational programming for the local community
- Expand resource library on our website
- Identify and connect with community collaborators with a focus on collaborative funding projects
- Recruit additional board members
- Recruit volunteers and create volunteer database
- Increase our email list and social media subscribers by 50%

Mitchell County Central Communications
117 Long View Drive Bakersville, NC 28705

Department CFS CallType Group By Month For 12/01/2023 - 01/01/2024

Spruce Pine Police Department													
CallType/Group	January	February	March	April	May	June	July	August	September	October	November	December	Total
911 ABANDONED	0	0	0	0	0	0	0	0	0	0	0	0	3
911 ACCIDENTAL DIAL	1	0	0	0	0	0	0	0	0	0	0	1	2
911 INCOMPLETE	0	0	0	0	0	0	0	0	0	0	0	9	9
ADMINISTRATIVE-LAW	0	0	0	0	0	0	0	0	0	0	0	3	3
ALARM- FIRE	2	0	0	0	0	0	0	0	0	0	0	5	7
ALARMS- LAW	1	0	0	0	0	0	0	0	0	0	0	13	14
ALERTS- AMBER/BLUE/SILVER	0	0	0	0	0	0	0	0	0	0	0	1	1
ANIMAL- LAW	1	0	0	0	0	0	0	0	0	0	0	2	3
ASSAULT/SEXUAL ASSAULT	0	0	0	0	0	0	0	0	0	0	0	1	1
ASSIST OTHER AGENCY- LAW	0	0	0	0	0	0	0	0	0	0	0	1	1
ATTEMPT TO LOCATE	1	0	0	0	0	0	0	0	0	0	0	9	10
BURGLARY/HOME INVASION	0	0	0	0	0	0	0	0	0	0	0	3	4
CARDIAC/RESPIRATORY ARREST	1	0	0	0	0	0	0	0	0	0	0	0	1
CARFLES/RECKLESS	0	0	0	0	0	0	0	0	0	0	0	5	5
CITIZEN ASSIST	0	0	0	0	0	0	0	0	0	0	0	1	1
COMMITMENT	2	0	0	0	0	0	0	0	0	0	0	4	6
DAMAGE/MANDALIS MINISCHIEF	0	0	0	0	0	0	0	0	0	0	0	1	1
DCI / CRIMINAL HISTORY	0	0	0	0	0	0	0	0	0	0	0	4	4
DISABLED MOTORIST	0	0	0	0	0	0	0	0	0	0	0	6	6
DISPATCH HANDLED COMPLAINT	0	0	0	0	0	0	0	0	0	0	0	1	1
DISTURBANCE/NUISANCE	0	0	0	0	0	0	0	0	0	0	0	8	8
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	3	3
DUI / DWI / INTOXICATED	2	0	0	0	0	0	0	0	0	0	0	4	6

Spruce Pine Police Department													
CallType/Group	January	February	March	April	May	June	July	August	September	October	November	December	Total
DRIVER ESCORT	2	0	0	0	0	0	0	0	0	0	0	6	8
Event Standby	1	0	0	0	0	0	0	0	0	0	0	0	1
GENERIC (LAW)	0	0	0	0	0	0	0	0	0	0	0	4	4
GENERIC FIRE	0	0	0	0	0	0	0	0	0	0	0	1	1
GENERIC LAW	0	0	0	0	0	0	0	0	0	0	0	9	9
GENERIC MEDICAL	0	0	0	0	0	0	0	0	0	0	0	1	1
HAGSSEMENT/STAL-KINGTHREAT	1	0	0	0	0	0	0	0	0	0	0	1	2
HEMORRHAGE/LACERATIONS	0	0	0	0	0	0	0	0	0	0	0	1	1
HOMELESS	0	0	0	0	0	0	0	0	0	0	0	1	1
INTOXICATED-PEDESTRIAN	0	0	0	0	0	0	0	0	0	0	0	3	3
INVESTIGATIONS	0	0	0	0	0	0	0	0	0	0	0	4	4
MISSING/UNWAY/FOUND PERSON	0	0	0	0	0	0	0	0	0	0	0	1	1
MOTOR VEHICLE COLLISION	0	0	0	0	0	0	0	0	0	0	0	3	3
ODOR- STRANGE/UNKNO WN	0	0	0	0	0	0	0	0	0	0	0	1	1
PATROL	5	0	0	0	0	0	0	0	0	0	0	19	24
PRISONER TRANSPORT	0	0	0	0	0	0	0	0	0	0	0	2	2
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	0	0	0	0	0	0	0	0	0	0	0	2	2
PUBLIC RELATIONS	0	0	0	0	0	0	0	0	0	0	0	1	1
PUBLIC SERVICE	0	0	0	0	0	0	0	0	0	0	0	10	10
ROAD HAZARD	2	0	0	0	0	0	0	0	0	0	0	4	6
SICK PERSON	1	0	0	0	0	0	0	0	0	0	0	1	2
STRANDED MOTORIST	1	0	0	0	0	0	0	0	0	0	0	2	3
STRUCTURE FIRE	0	0	0	0	0	0	0	0	0	0	0	1	1
SUSPICIOUS PERSON/VEHICLE	2	0	0	0	0	0	0	0	0	0	0	19	21
TAG/DWY REQUEST	0	0	0	0	0	0	0	0	0	0	0	41	48
THEFT- LARCENY	2	0	0	0	0	0	0	0	0	0	0	13	15
TRAFFIC CRASH- LAW	2	0	0	0	0	0	0	0	0	0	0	9	11
TRAFFIC STOP	20	0	0	0	0	0	0	0	0	0	0	94	114

Spruce Pines Police Department													
Call Type Group	January	February	March	April	May	June	July	August	September	October	November	December	Total
TRAFFIC TRANSPORTATION INCIDENT - LAW	1	0	0	0	0	0	0	0	0	0	0	0	4
TRAFFIC VIOLATION/COMPLAINT/HAZARD	0	0	0	0	0	0	0	0	0	0	0	0	2
TRAFFIC/TRANSPORTATION INCIDENT - MEDICAL	0	0	0	0	0	0	0	0	0	0	0	0	1
TRAINING	1	0	0	0	0	0	0	0	0	0	0	0	1
TRESPASSING/IN WANTED	0	0	0	0	0	0	0	0	0	0	0	0	2
UNCONSCIOUS/FALLING	0	0	0	0	0	0	0	0	0	0	0	0	2
UNKNOWN MEDICAL PROBLEM	0	0	0	0	0	0	0	0	0	0	0	0	1
WARRANT / CIVIL	0	0	0	0	0	0	0	0	0	0	0	0	6
WELFARE CHECK	1	0	0	0	0	0	0	0	0	0	0	0	7
WRECKER REQUEST	0	0	0	0	0	0	0	0	0	0	0	0	1
Department Total	61	0	0	0	0	0	0	0	0	0	0	0	366
													427

Town of Spruce Pine Financials
Ending December 31st, 2023
2nd Quarter
FY 2023-2024



2023-2024 Budget Figures				
		<u>2023-2024</u>	<u>Y-T-D December 31st,</u>	
		<u>Budget</u>	<u>2023</u>	<u>Percent</u>
General Fund Revenue				
Levied Taxes and Penalties		\$1,532,500	\$1,324,215	86.4%
Local Sales Tax		\$750,000	\$397,021	52.9%
Franchise Taxes		\$285,000	\$141,484	49.6%
Powell Bill		\$80,000	\$96,716	120.9%
Interest Earned		\$128,397	\$97,361	75.8%
Recreation Park Revenue		\$26,000	\$16,726	64.3%
Revolving Loan Repayments		\$7,500	\$4,675	62.3%
Misc Income		\$140,015	\$75,709	54.1%
Grants		\$0	\$0	
Fund Balance Appropriated		\$0	\$0	
General Fund Revenue		\$2,949,412	\$2,158,041	73.2%
General Fund Expenditures				
Governing Body		\$23,135	\$10,805	46.7%
Total Administration & Finance		\$263,049	\$152,394	57.9%
Cost of Elections		\$2,500	\$3,153	0.0%
Tax Collections Fees		\$5,250	\$2,310	44.0%
Economics		\$164,150	\$23,822	14.5%
Total Public Building & Facilities		\$115,028	\$72,982	63.4%
Fire Department		\$159,000	\$4,959	3.1%
Building Inspections		\$31,350	\$6,602	21.1%
Police Department		\$1,161,949	\$541,734	46.6%
Public Works		\$181,366	\$36,499	20.1%
Powell Bill		\$227,535	\$195,840	86.1%
Sanitation		\$88,950	\$38,058	42.8%
Parks & Recreation		\$290,002	\$120,692	41.6%
Library		\$140,439	\$86,190	61.4%
Trac Grant		\$5,000	\$5,000	100.0%
Cemetery		\$22,350	\$11,280	50.5%
Contingency		\$68,359		
Total General Fund Expenditures		\$2,949,412	\$1,312,319	44.5%
<i>Excess (deficiency) of revenue over Expenditures</i>		\$0	\$845,721	

Town of Spruce Pine Financials
Ending December 31st, 2023
2nd Quarter
FY 2023-2024



	<u>2023-2024</u>	<u>Y-T-D December 31st,</u>	
	<u>Budget</u>	<u>2023</u>	<u>Percent</u>
2023-2024 Budget Figures			
Water & Sewer Fund			
Charges for Water	\$1,738,000	\$929,394	53%
Charges for Sewer	\$1,172,000	\$649,154	55%
Water & Sewer Taps	\$6,000	\$5,008	83%
Water & Sewer Interest	\$15,000	\$4,091	27%
Misc Revenues	\$101,500	\$56,336	56%
Retained Earnings Appropriated	\$0	\$0	0%
Water & Sewer Revenue	\$3,032,500	\$1,643,982	54%
Water & Sewer Expenditures			
Water & Sewer Debt	\$62,364	\$5,630	9%
Water & Sewer Administration	\$1,302,928	\$579,551	44%
Water Expense	\$832,787	\$451,690	54%
Sewer Expense	\$729,108	\$288,040	40%
Contingency	\$105,313		
Water & Sewer Expenditures	\$3,032,500	\$1,324,911	44%
<i>Excess (deficiency) of revenue over Expenditures</i>	\$0	\$319,070	

Town of Spruce Pine
 Analysis of Current Year Tax Levy
 12/31/23
 excluding vehicle taxes

	Property Valuation	Town-wide Rate	Amount of Levy
Original levy:			
Real property	56,303,670	\$0.46	
Building property	261,475,900		
Personal property	64,964,319		
Public service companies	16,347,676		
Penalties			
Exemptions	82,860,185		
	<u>316,231,380</u>		<u>1,454,664.35</u>
 Discoveries:			
Current year taxes	44,689		205.57
<i>Rounding</i>			
Prior year taxes	<u>232,774</u>		<u>1,122.43</u>
	<u>277,463</u>		<u>1,328.00</u>
 Abatements			
Min Bill	32,704		150.44
Rounding			0.07
Releases (Curr)	3,559		16.37
Releases (Prior)			
Total property valuation	<u><u>316,243,365</u></u>		
 Net levy			<u><u>1,454,703.18</u></u>
 Uncollected taxes at			<u>227,849.13</u>
 Current year's taxes collected			<u><u>1,226,854.05</u></u>
 Current levy collection percentage			<u><u>84.3%</u></u>

MONTHLY REPORT
OF THE
WATER AND WASTEWATER FACILITIES
SPRUCE PINE, NORTH CAROLINA



**PREPARED
FOR THE
TOWN OF SPRUCE PINE**

**REPORTING MONTH
DECEMBER 2023**



DECEMBER 2023 MONTHLY REPORT

SPRUCE PINE WATER/WASTE PLANTS

OPERATED BY VEOLIA NORTH AMERICA

WATER SYSTEM

The water plant, pump stations, and both wells operated in full compliance with all State and Federal rules for the month. The Water Plant collected six (6) bacteriological samples from the distribution system and all were clear.

12/06/23- Gerald Glenn installed a VFD on well # 2 to compensate for the reduced flow. Both wells are producing around 140 GPM each. In recent years, both wells combined yielded around 450 GPM. Something has changed.

12/06/23- One of our North Toe River raw water pumps failed. Since this pump had already been rebuilt once in February of 2012, we opted to replace it with a new pump. SW Services has the PO# with a completion date late January 2024.

12/07/23 SW Services came and verified flow on our Summit Avenue water booster pump. They used a portable flow meter since the one at the station is out of service. I will be budgeting for a new flow meter in 2024. The pump is moving 235 GPM to the cemetery tank.

12/11/23- Lightning took out level transmitting equipment at Overlook storage tank. CCU repaired.

12/20/23- Caught and shipped PFAS samples from the water plant per EPA requirements .

12/20/23- State inspection at the water plant. All is well. She will be sending out a full report.

12/23/23 Beaver Creek Reservoir is full and overflowing.

CAPITAL PROJECTS

All capital projects on the water side have been completed.

PRODUCTION

	PRODUCTION MG	AVE GAL/DAY PRODUCTION MG	GALLONS USED TO BACKWASH FILTERS
Water Plant	35.0	1.13	900000
Wells	8		

WATER TURBIDITY

EFFLUENT CHLORINE RESIDUAL

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777

Tel. +1 828 765 3011

Fax +1 828 765 3013

www.veolianorthamerica.com



Raw NTU	2.39
Finished NTU	.03
Fed. Limit	.3

1.59

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777
Tel. +1 828 765 3011
Fax +1 828 765 3013

www.veolianorthamerica.com



WASTEWATER

The wastewater plant and lift stations operated in full compliance with all State and Federal rules and regulations for the month. We sent 2 loads of solids to the landfill.

Pulled and cleaned both Carters Ridge sewage pumps four times in the month of December. As of 12/28/23, we have moved our septic haulers to a different dump site to maybe reduce pump clogging at the Carters Ridge pump station.

Ordered new generator disconnect switch for the waste plant. 15 week lead time.

CAPITAL PROJECTS

SW Services has the PO# for the maintenance lift station upgrade. No start date as of yet. Engineering firm is still working on the Carters Ridge bar screen design and install.

ANALYSES

	INF AVG MG/L	EFF AVG MG/L	% REMOVAL
BOD	197.3	2.75	99%
TSS	170.6	7.0	98%

OTHER CONSIDERATIONS

Our new hires passed their Grade 2 wastewater exams.

Respectfully Submitted,

Donnie Staton
Project Manager
Veolia North America

Veolia North America, 95 Clearwater Lane, Spruce Pine NC 28777
Tel. +1 828 765 3011
Fax +1 828 765 3013

www.veolianorthamerica.com

Town of Spruce Pine – Public Works Report for December 2023

Work Order Summary

52 - water work orders which included: Turn off and lock – Unlock and turn on – meter changes – meter checks – re-reads

5 – Water leak repairs

1 – Sewer leak repair

6 – Sewer: unstop and jet

3 – White goods

15 – Brush

25 – Leaves

27 – Locates

4 – Salt and sand

12 – After hours call backs

Mics: Cleaned and washed approx. 2450 feet of sewer line – Checked and cleaned storm drains and ditch line in 6 areas – patched pot holes and road shoulders with gravel in mics locations until we can get asphalt – working on fire hydrant replacement and relocation in 3 places.

Anthony Hensley
Public Works Director



Parks and Recreation Department

Office (828)765-3012

Cell (828) 385-2179

Town of Spruce Pine Board Meeting

January 8, 2024

General Park Maintenance

- Morning and Night check list completed each day
- Trash pick-up in town
- Blowing leaves, clean up pine cones and falling limbs

Brad Ragan Park

- Dog park is installed
- Privacy net installed around tennis courts
- New Arch way is under construction
- Porta John arrived

Riverside Park

- Cleaned out the Rain Garden
- Mulched flower beds
- Put up signage about security cameras

Shelter Reservations

- N/A

Pool

- Slide has arrived and waiting to be installed
- Will be having the pool pump motor serviced

Town

- Helped put up and remove Christmas lights and decorations

Other Business

- Met with Christine Hodel from the Giving Gardens about up coming projects for this year
- Put up post and chain at Stroup Rd with lock