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**MEMORANDUM**

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**TO:** BOARD OF ALDERMEN  
**FROM:** MIMI GAITHER, TOWN MANAGER  
**SUBJECT:** MANAGER'S REPORT - NOVEMBER 2025 MEETING  
**DATE:** 1.28.26

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- Review Price Landing re new paving company 1.5.26
- Phone call with Matt Bouchard re Samet Contract 1.6.26
- BOA Meeting – 1.6.26
- Grant paperwork for quarterly reporting.
- SAMS requirements on website 1.7.26
- Worked on retreat paperwork and sent to BOA 1.9.26
- Budget review data – prep info for workshop 1.12 – 1.14.26
- Worked on exemption listing on builders, homeowners and subsidized housing 1.15.26
- TH Closed 1.19.26
- BOA workshop with Creech, Samet and BOA 1.20.26
- Review staff documents and post workshop discussions 1.22.26
- County weather briefing 1.22.26
- Retreat preparation and County weather briefing 1.23.26
- County weather briefings on the weekend 1.24.26 and 1.25.26
- Meeting with County and municipal managers 1.26.26
- Phone conference USDA and Matt Bouchard – final comments on Samet contract.
- USDA paperwork 1.28.29

- Staff Meeting, Safety committee meeting and County weather briefing 1.29.26
- Retirement Party for Adam Stanley 1.30.26

### **Project Update – Price Landing**

No changes from the update email of 12.23.25 other than some minor landscaping. Hopefully we will have McGill's report and more information by the BOA Tuesday.

### **Fire Fee Update**

Some of the municipal managers met with County Manager, Steve Stone, and his staff on 1.26.26. They gave us a portion of the contract that was sent to the nonprofit departments regarding standards. They said they will be sending out contract to the municipal departments that will include the same standards. This contract will be for the portion of our fire district that doesn't lie in the corporate limits. It is necessary to apply for the supplemental funds being distributed by the County (not the fire fees). Municipal departments can request the additional funds and will have to show how the additional funds would be for the benefit of the unincorporated portions of the fire district. He also stated that none of the municipal departments have any issues with the standards. I will advise when we receive the contract.

### **Town Hall Complex**

The BOA conducted a workshop with Creech and Samet outlining steps that had been taken. Town Staff gave a presentation on the financial side. The BOA agreed to proceed with the project and review the contract at the BOA meeting in February.

**Workshop scheduled for February 17 at 5:15.**