



## Town Manager's Monthly Report

---

**To:** Honorable Mayor and Council  
**From:** Eileen Scerra, Town Manager  
**Subject:** December 2025

### UPCOMING MEETINGS & EVENTS....

Town Council Meeting: Tuesday, January 27, 2026

***Town Hall will be closed on Monday, January 19, 2026***

***Fire & Ice being held at Evans Park on Sunday, February 1<sup>st</sup>, 2026, from 11am- 3pm***

Lots of fun stuff planned such as: Live Ice Carving at 11:30 am, Inflatables, Fire Pits/S'mores, Sand Art/Hair Wrap, Touch-a-Truck, Oscar Mayer Wienermobile.

Nanticoke two performances 1<sup>st</sup>- 11:15am 2<sup>nd</sup>- 12:15 pm both held inside the Community Center.

Live Performance by Decade 80 at 1 :00 p.m.

### TOWN MANAGER'S UPDATE

- ❖ I attended SCAT dinner in Rehoboth & breakfast in Georgetown.
- ❖ Advertised open position for receptionist.
- ❖ AED machine at Evans Park will be closed for the Winter months.
- ❖ Completed 6-month review with Julie.
- ❖ Submitted & received grant reimbursement for bocce ball courts in the amount of \$25,000.
- ❖ Updated Petty Cash policy and procedures.
- ❖ Received pre-grant approval for planning of Evan's Park additional parking lot.
- ❖ Advertised & actively recruiting residents interested in sitting on either committee Finance or Economic Development/Public Events. Application forms for both committees posted on our website and available at Town hall office.
- ❖ Began working on updating election documents.

### TOWN REPORTS

- ❖ CODE & BUILDING DEPT, Eric Evans
- ❖ FINANCE, William Mumford
- ❖ MVFD Activity Report
- ❖ DSP Activity Report