



Town Manager's Monthly Report

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

UPCOMING MEETINGS & EVENTS....

Town Council Meeting: Tuesday, January 13, 2026
Planning & Zoning: Thursday, January 8, 2026

Town Hall will be closed Thursday, December 25 & 26th and Thursday, January 1st, 2026

Wishing you and your families a wonderful Holiday season and a healthy and happy New Year!

TOWN MANAGER'S UPDATE

- ❖ Attended SCAT dinner in Bethany.
- ❖ Met w/ Developer to discuss possible annexation into Millville.
- ❖ Met w/ Fire Chief to update keys in Knox Box and was advised to order a larger box to accommodate all the office keys.
- ❖ Met w/ Solicitor to review newly written personnel policy and we are in our final stages.
- ❖ Signed with AED company for one unit to be replaced and all units to be monitored monthly.
- ❖ Submitted grant progress report for security measures at Town hall. All security enhancements are complete and will submit final steps to receive funds.

TOWN REPORTS

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