BOARD OF TRUSTEES MINUTES
MONDAY, October 12th, 2026, at 7:00 PM

I. **Call To Order:** Meeting called to order at 702pm by Mayor Pro Tem Martin Gitlin
II. **Roll Call:** Martin Gitlin, Randall McDonald, Mickey Frey, Cory Chylik, Mark Basham, Town Clerk Chelsea Nihiser. **Absent:** Leonard Berenato and Lisa Rae
III. **Consent Agenda**
   A. **Agenda Approval**
   B. **Minutes: September 28th, 2026**
   C. **Bills for Approval**

M. Basham motioned to approve the consent agenda as presented

M. Frey seconded the motion, motion passes with all in favor

IV. **Financial Report**
   A. **Audit Update:**

Town Clerk reports the 2025 Audit in progress. Currently, all requests made by the auditor have been submitted by the Town. Hopefully next meeting brings a projected completion date.

V. **Public Comment:**

James is here to address the parking for the Georgetown Loop Railroad, states that when the Loop runs trains out of the Silver Plume Depot, they allow parking on both sides of Mountain Street, even where there is signage designating this area as no parking. James states he will cut bushes along road to clear the signs, but he wishes the Loop will take responsibility for this, as there are signs that state no parking on the south side on Mountain Street and people are parking there anyways. An ambulance or fire truck could not pass through if they needed to access the homes on the West End of Mountain Street. Clerk reports that she and the Public Works department have been tasked with making a comprehensive plan for maintenance at that intersection, and they intend to include a traffic control plan that will outline Town responsibilities, which would include cutting the bushes to allow the signs to be clearly read, and then the Loop responsibilities, which would include making sure people are not parking in no parking areas. It seems like an appropriate request to have a parking attendant that is firm enough to enforce the parking areas. Also noted is that the Loop will not run out of Silver Plume after the leaf peeping season is over. A shuttle is also discussed to shuttle folks up from somewhere else, but this does not seem like it solves the issue. James states he would volunteer as a parking attendant, to guide folks to the correct areas and possibly bring in some revenue. Clerk states that the Town does not have the regulations for Code Enforcement, and that imposing fines/penalties is more complicated than it seems. Mac and the Clerk agree that having someone on behalf of the Town directing the Loops traffic may not be the appropriate response, but the Clerk speculates that maybe the Loop would be interested in having James volunteer for them to direct traffic when Trains are leaving SP Depot. Mac will chat with Mark Graybill with the Loop to communicate this issue, Cory will talk with the folks at the Silver Plume Depot, and the Town will also work on a plan for that intersection.

VI. **Administrative Items:**
   a. **Town Clerk Update:**

Clerk reports that the Town Shop Electric has been completed. Heaters were not hung up yet. Town Shop will need a new roof and motor patch work to be completed sometime in the next 5 years, but the

Clerk hopes sooner so that the Town is able to stay on top of Preventative Maintenance more than it has been historically. Mickey and the Clerk winterized Dinger Park, water is turned off at the street and the bathrooms are locked for the season. The Museum is also closed for the season, Clerk thanks M. Gitlin for a great museum season. Former Methodist Church ADA ramp handrails are almost completed, 60% of them were placed by Mark and Lee last week. Mac is requested to do some fabricating on the existing rails, and then Mark and Lee will finish the remaining portion of handrails. Final update hopefully coming by Christmas.

VII. Old Business-Task List

VIII. New Business-Action Items

a. Final Review of CivicPlus Codification Proofs, and Discussion of Ordinances Proposed to be Repealed by Codification Process (C. Nihiser):

Clerk reminds/updates the Board that the Town has been working on codifying their Ordinances since 2023. Codification is where an attorney reviews all of the Town's Ordinance's and ensures that they do not conflict with themselves or with state statute, and that the verbiage and terminology is still applicable to today's standards. Eventually, they will print off a bound version for the Town and will also compile the Code digitally. The Town will pull all PDFs off their website and will replace with the CivicPlus Municode link, which ensures that the code is ADA accessible, saving the Town lots of money by avoiding having to reformat all the PDFs to make them ADA compliant. Proof of codification has been provided by Roger Merrium with CivicPlus and provided to the SP Board of Trustees and attorney Jo Seavy for their review. Minor feedback from Jo, concerning capitalization throughout and the need to include the addition of an Ordinance Table and Disposition in the back of the Code. Clerk then reports that when the Ordinances were sent to CivicPlus, the Town could not find Ordinance numbers 1-200. Therefore, these Ordinances are not included in the codification or in the Proof provided to the Board this evening. All Ordinances that were not included in codification will be repealed. Clerk has recently found the original Ordinances and will go through them, if anything needs to be revised and readopted, she will work with Jo Seavy to update, then it will get the next Ordinance number in the sequence and will be adopted as a new Ordinance with any necessary changes. Mac asks if the Clerk thinks that this is the best approach, which she states yes, she thinks it is for a number of reasons. The first reason is that the Town did not know what these Ordinances were, and therefore did not use them as regulatory documents at all, so the likelihood is they are not needed. This is supported by the fact that Ordinance no. 1 is dated 1908, and so they are so old they do not really apply to this day in age. The likelihood that they could still be applicable law as they read is very slim. If there is a handful of Ordinance's that should be amended and re-adopted the Town can, the Clerk will review over the winter and will present any that she feels necessary to have to the Board for their input. The second reason is that the Town will have to spend thousands of dollars to codify these Ordinance's, just to find out that they need to be repealed anyways. Both attorneys Jo Seavy (TOSP) and Roger Merrium (CivicPlus) advise that letting these Ordinance's be repealed is the best practice, and Town Clerk Nihiser agrees. Mac motions to approve the proofs as presented, with minor capitalization corrections being made. M. Frey seconds motion, motion passes with all in favor.

b. 2027 Budget Preliminary Proposal and Discussion (C. Nihiser/Budget Committee):

Town Clerk reports that mayor L. Berenato, along with the Budget Committee and Town Clerk, have worked through the proposed 2027 Budget Expenditures and Revenues. Budget year 2027 looks more optimistic than 2026 will close out, with overall fund revenue vs. expenditure in the green $143,385.52. Water and Sewer funds are both projected in the red, Water projected to be deficient $35,043.00 and Sewer $$40,670.00, indicating a severe and immediate need to raise utility rates in 2027, and in 2028 as well. We have done a rate increase of water and sewer in at least the last 5 years, most likely more. In order to simply break even, sewer rates must increase approx. $62/month for a total of $129. The Towns current base rate is $67.25. Water rates are presently at $48/month, and to break even

they need to increase by $28/month to a total of $76/month. The total of water and sewer, not including usage charges, will be $205/month. Raising the rate per household to $205/month is only a break-even proposition, with no money going to capital expenditures. A rate study will need to be completed to determine how much needs to be collected in addition to this to be compliant with our reserve fund requirement. Georgetown's rates are presently $84/month for water and $62.76/month for sewer, for a total of $144/month. Our costs are higher, as we have fewer individuals participating in the overall financial picture. If we do nothing, we will continue to have our ongoing negative consequences being that the General Fund is responsible for the shortfall. The Water and Sewer Funds are Enterprise Funds, which means that they need to be self-sustaining, and the General Fund should not float those funds. The good news is that the General Fund is looking healthy and no budget cuts need to be considered for 2027, nor will the mill levy need to be increased. The General Fund is currently projected to have $224,199 that still needs to be allocated somewhere. The Board of Trustees and Committees will need to compile lists of goals for 2027, so projects and available funds can be allocated accordingly. A rate study will also need to be completed, to inform the Town of what a long-term rate increase needs to be to ensure emergency and capital reserves are being appropriately maintained in each Fund. Project ideas suggested by the Clerk include a new piece of equipment for the Road and Bridge department, mortar work at the Town Shop, Match funds for PFSP to utilize, Miscellaneous Preventative Building Maintenance for all Town owned buildings, Sidewalks, Sunshades for the Park, a fence along the back of the park, restricting access to the creek. Committee meetings will be scheduled later on in this meeting. Preliminary Budget is accepted by the Board of Trustees. Final adjustments will be made, with final adoption of the 2027 Budget coming at the end of November. Utility Rate increases are done via Resolution in December, becoming effective Jan. 1, 2027. Clerk would like to send a notice of the rate increase with Utility Bills in December but would like to send them in November as well, which means even if the Budget is not adopted formally at this time the rate increase will need to be voted on in October. The Trustees are trepidations to increase rates almost 100%, but all agree that this is needed, and that annual rate increases should possibly be considered in the future to avoid this type of increase. Clerk states that this is a positive of getting a rate study done, it will be a third-party document that will allow folks to understand why the rate increase is necessary. Cemetery Fund is also in the red, however this is normal, as cemeteries do not make money and the General Fund will always float the maintenance of this property.

IX. Committee and Commission Updates:

a. Road and Bridge Committee:

Q4 meeting scheduled for 10.24.2026 to discuss 2027 Goals, Priorities, and Budget Requests. Also, review Public Work's Loop/TOSP Mountain Street Intersection Maintenance Plan and TOSP Winter Maintenance Plan.

b. Budget Committee:

Budget Committee meeting scheduled for 11.2.2026 at 5pm to finalize Budget after Board and Committee input and additional expenditure requests

c. Personnel Management Committee

d. Cemetery Committee

Chelsea and Mickey attended a cemetery management conference in Windsor on September 14th. Much knowledge was gained, specifically regarding recordkeeping and legal requirements to run a cemetery, which by statute the Clerk is responsible for. Clerk simply did not know what forms and documents were legally required but has been given sample documents and will revise them to suit the Town's needs. Cemetery committee meeting will need to be scheduled to review/approve new documents and then will be passed to the BOT for their review as well. Additionally, Sexton M. Frey and Town Clerk have been discussing separating the historic sections out from the cemetery and opening up a new section for present

day public burials. M. Frey will need to share his proposal with the cemetery committee, and then the Clerk will be able to plot and map out the section, allowing the Clerk to maintain correct present-day records, without having to also do historic plotting and data entry prior to selling plots, which currently this is what the sexton and clerk are having to do. Clerk turns floor to M. Frey, who reports that he has found a church group that is interested in sending 20 volunteers to the cemetery to do manual labor and clean up bushes/limbs and also rake/stack slash sometime in October. M. Frey would like to have hand tools for the cemetery in general but also wants to be able to take advantage of this volunteer interest and have equipment for these folks to use. M. Frey reminds the Trustees that the Columbine Garden Club donated $1000 this year to the cemetery; Mickey requests $978.90 for hand tools to be purchased from Home Depot with the appropriated funds. Mac motions to approve $978.90 to be spent from the Cemetery Fund for hand tools for the Cemetery, purchased from Home Depot, C. Chylik seconds the motion, motion passes with all in favor. Additionally, the Town Clerk has suggested the Board consider letting the cemetery use the upper hose cart house as cemetery storage, which both the Trustees and M. Frey were agreeable with this use. Cemetery Committee meeting is scheduled for Wednesday October 14th at 6pm, meeting at Town Hall but most likely traveling up to the Cemetery for a walk through of the new section.

e. Short Term Rental Committee:

Determined to wait for L. Berenato to schedule a Q4 meeting, especially since this committee does not need to submit a budget request.

f. Silver Plume Mountain Park Commission:

Q4 meeting scheduled for Saturday, October 17th at 10am to discuss 2027 Goals, Priorities, and Budget Requests. Commission secretary will have a report for Mac to present to the HDPLC late October.

g. Miscellaneous Updates:

M. Frey inquires what the status of the door replacement at the Town Shop is. Clerk reports that she has received two quotes thus far but is having one revised. The first quote she received Nile and Clerk requested wood doors to match the existing aesthetic, however that quote came in over $26,000. Clerk also met with one of Georgetown's residents, Bob Hamilton, and received a quote for a basic white door with a row of windows, which came in at $16,000. Clerk has requested a revised quote from the first company for a white door with one row of windows, so that the two quotes are for the same product and can be compared better. Clerk will hopefully have this quote by the next meeting so that this project can be completed prior to snowfall.

X. Adjournment:

At 8:22pm M. Frey motions to adjourn the meeting. M. Basham seconds, motion passing unanimously.

Respectfully Submitted,

TOWN OF SILVER PLUME SEAL COLORADO

Chelsea Nihiser, Silver Plume Town Clerk, 10.26.2026