

Spring Hill Town Council

Meeting Minutes

Monday, January 19th, 2026 at 5:00p.m.

<https://us04web.zoom.us/j/73728376461?pwd=kAPu6ISrkb6bbIocatZqG35frrAm8t.1>

I. Board Attendance

- Craig Deken - President of Town Council (resident in Holcomb Estate)
- Emily Howard - Council Member (resident in Holcomb Estate)
- Nancy Buxser - Council Member (resident in Holcomb Estate, board of Spring Hill Preservation Alliance)
- ~~Brad Quinn - Council Member (resident on Cold Spring Road)~~
- Larry Kleiman - Council Member (resident on Cold Spring Road, board of Spring Hill Preservation Alliance)
- Lana Barnhisel – Clerk Treasurer (resident in Holcomb Estate, ex officio member)

II. Approval of Previous Minutes - Approved

III. Town Clerk-Treasurer Report – Lana Barnhisel shared the 12/31/25 balances in the checking and savings accounts.

IV. Old Business:

- a. Cold Spring Speed Sign – Craig has submitted an application for encroachment and there are several items required. He is now working with the DPW to either borrow a speed sign for 6 months or change the process for small towns so that the encroachment licensing is easier. Craig will continue to work on this project.
- b. Website Migration – We plan to discontinue use of the current paid website and use a free site provided by the state. We expect it to be ready well before the June renewal of the current site. The Town Council will need maintain the site but it will have several new features.

V. New Business

- a. Mailboxes – The Council discussed the history of why the Town of Spring Hill maintains the mailboxes. Nobody is certain of the genesis of that responsibility but it has been in place for some time. Craig or Larry will work on a communication to all those affected so that they know who is responsible and how to request assistance.

- b. Docusign – Getting signatures annual can be problematic with travel schedules. Craig noted that getting Docusign software would cost about \$500/year and it was agreed that it was not a worthwhile expenditure.
 - c. Town Council Email – In lieu of using personal emails as has been done historically, Craig will work on setting up a secure email for the Town of Spring Hill. That will keep town communication clean and help with turnover on the Town Council. The Council approved Craig and Lana to choose a vendor at an expected cost of around \$100/year.
 - d. 100 Year Celebration – The date of the celebration adjusted to October 3, 2025. The plan is to have an afternoon of information, social time and food/fellowship. More details to come.
- VI. Closing – Meeting adjourned at 5:30 pm.