

**Circle Advisory Committee  
Meeting Minutes  
September 19, 2025**

**Attendees:**

Committee:

- Mary Lou Barmby
- Gene Dvornick
- Chief Holm
- Jane Hovington
- Mark Rogers
- Rick Thomas
- Dennis Winzenried
  
- Charlie Koskey (excused)

**Call to Order:**

The Meeting was called to order at 3:01 PM

**Approval of July 30, 2025 Minutes:**

***Motion: Dennis Winzenried; Second: Rick Thomas to approve the minutes as presented – Motion Carried***

**Review of Revised Monument Placement:**

Committee reviewed the September 8, 2025, revised drawings prepared by Harbor Group Landscape reflecting the committee recommended monument locations.

***Motion: Jane Hovington; Second: Rick Thomas to approve the revised drawings as presented – Motion Carried***

**Review of Monument Policy:**

The committee reviewed correspondence from Mr. Gary Morris (Sussex Post #8, American Legion) with reference to the World War I Monument not being included in the monuments being placed on The Circle.

The Committee reviewed the draft policy and reaffirmed agreement with the contents.

***Motion: Dennis Winzenried; Second: Jane Hovington to refer and recommend approval of the Circle Monument & Memorial Policy to the Town Council – Motion Carried***

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**Formalize Recommendations to Town Council:**

The Committee reviewed items that had been part of their discussion over the last few months and formalized the following recommendations for presentation to the Town Council:

1. Adoption of the Circle Monument & Memorial Policy.
2. Consideration of Town Code revisions to Chapter 157 Peace and Good Order, § 157-1 Sleeping in the Circle prohibited and § 157-3 Sleeping in parks prohibited.
3. Referral to the Town Engineer the design of and construction plan for the installation of perimeter crash protection.

***Motion: Dennis Winzenried; Second: Rick Thomas to approve the recommendations to Town Council – Motion Carried***

**Close the Committee and Adjourn:**

***Motion: Jane Hovington; Second: Dennis Winzenried to close the committee upon adoption of committee recommendations by the Town Council and adjourn at 4:02 PM – Motion Carried***