

# The Town of New Market



1793

**Town Council Minutes**  
**40 South Alley, New Market, MD 21774**  
**General Session**  
**December 11, 2025 – 7:00 p.m.**

The Mayor and Council of the Town of New Market met in person and virtually via Zoom on Thursday, December 11, 2025, with Mayor Winslow Burhans presiding. The council members present were Kevin DeLany (via Zoom), Nicole Moravy, Michaela Mueller, Kristina Trunnell, and Howard Wilson. Pat Faux, Town Planner/Zoning Administrator, and Steve Pippin, President of NMCP, were also present.

**The meeting was called to order at 7:01 p.m.**

## **ADMINISTRATIVE BUSINESS**

*Motion:* Councilmember Mueller made a Motion to approve the November 13, 2025, minutes as written.

*Second:* Councilmember Moravy

*Public Comment:* None

*Vote:* For – 5 (DeLany, Moravy, Mueller, Trunnell, Wilson)

Against – 0

Abstain – 0

Absent – 0

**The Motion passed.**

## **CONTINUED BUSINESS**

### **Roles and Responsibilities of Event Coordinator**

There was a discussion of the revised Roles and Responsibilities for the Event Coordinator provided by Councilmember Mueller. Matter continued for final review/approval next month.

**Public Comment:** Claire Cawthon

**Mayoral Initials:**

Handwritten initials in blue ink, appearing to be 'WB', written over a horizontal line.

**NEW BUSINESS**

**Potential Annexation/Community Solar Project Presentation**

Wade Danner made a presentation on the possible annexation of the Danner Property, consisting of 18.73 acres, on the eastern side of Rt. 75 at the intersection of Old New Market Road for the installation of a community solar facility. Council members were interested in the idea and would like more information. Matter to be continued if council members developed additional concerns or feedback, or when Mr. Danner has received the interconnection agreement from Potomac Edison.

**Public Comment:** Katie Russell, Chris Weatherly, Michael Wright

**Main Street Maryland Letter of Agreement**

Pat Faux presented a Main Street Maryland Letter of Agreement (LOA) requesting a decision by December 19, 2025. The LOA outlined the responsibilities of a Main Street Maryland Connected Community. At this time, it was concluded that the collective efforts of the town government and the local business community do not meet the state's program requirement outlined in the LOA.

*Motion:* Councilmember Mueller made a Motion to revisit the opportunity to participate when the next LOA period occurs.  
*Second:* Councilmember Wilson  
*Public Comment:* Michael Wright, Chris Weatherly  
*Vote:* For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)  
Against – 0  
Abstain – 0  
Absent – 0  
**The Motion passed.**

**Appointment to the Planning and Zoning Commission with a term ending December 11, 2030**

Mayor Burhans discussed the appointment of Chris Weatherly to the Planning and Zoning Commission. Mr. Weatherly's bio was provided to the Council.

*Motion:* Councilmember Mueller made a Motion to Appoint Chris Weatherly to the Planning and Zoning Commission with a term ending December 11, 2030.  
*Second:* Councilmember Wilson  
*Public Comment:* None

  
*Mayoral Initials:* \_\_\_\_\_

*Vote:* For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)  
Against – 0  
Abstain – 0  
Absent – 0  
**The Motion passed.**

**Reappointment to the Planning and Zoning Commission with a term ending August 17, 2030**

Mayor Burhans discussed the reappointment of Todd McEntire to the Planning and Zoning Commission.

*Motion:* Councilmember DeLany made a Motion to Reappoint Todd McEntire to the Planning and Zoning Commission with a term ending August 17, 2030.

*Second:* Councilmember Moravy

*Public Comment:* None

*Vote:* For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)  
Against – 0  
Abstain – 0  
Absent – 0  
**The Motion passed.**

**Liaison Reports**

Mayor Burhans announced that the Town recently entered into a contract for the Hahn Property, 90 West Main Street. An introduction to the Ordinance is scheduled for January 2026, with a Public Hearing scheduled for February 2026.

Councilmember Mueller reported that she is working with Councilmember Wilson, Steve Pippin, and Caitlin Moroney to build a historic virtual house tour/interactive map for the 250th Anniversary. It will be accessible through a QR code.

Councilmember Wilson reported that he received an estimate of \$3,100.00 for tree work from Butler’s Tree Service. He also reported that at the HDC/ARC meeting on December 9, 2025, they were asked to provide recommendations for the Board of Appeals application for a restaurant at 33 West Main Street.

Councilmember DeLany reported on the Planning and Zoning Commission meeting held on December 4, 2025. There was an informal pre-submittal presentation on a parking waiver/alternative plan for 78 West Main Street; a Special Exception application filed by 33 West Main Street for a restaurant; and a discussion of the Draft Frederick County Housing Element Plan and the In-Progress Investing in Workers and Workplace Plan. The Commission authorized staff to send a letter to the Frederick County Planning Commission, requesting that the Frederick County Planning Commission remove the sixteen land use changes and the four zoning changes proposed

Mayoral Initials: 

for parcels in the New Market municipal growth area and proposing that these changes instead be addressed through a New Market Reconciliation Plan Amendment in the near future.

**Public Comment:** Katie Russell demonstrated pedestrian crossing flag holders and flags.

**ADJOURNMENT**

*Motion:* Councilmember Mueller made a Motion to adjourn.  
*Second:* Councilmember Trunnell  
*Public Comment:* None  
*Vote:* For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)  
Against – 0  
Abstain – 0  
Absent – 0  
**The Motion passed.**

**The meeting was adjourned at 9:40 p.m.**

Respectfully submitted,

Michelle Mitchell  
Clerk to Mayor and Town Council

Mayoral Initials: \_\_\_\_\_

