

***BURGESS AND COMMISSIONERS  
OF MIDDLETOWN MARYLAND***

**TOWN MEETING MINUTES**

**REGULAR MEETING**

**January 10, 2011**

The monthly meeting of the Burgess and Commissioners of Middletown was called to order on January 10, 2011, by Burgess John D. Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Burgess Miller, Commissioners Jennifer Falcinelli, Larry Bussard, Richard Dietrick, Vincent O'Reilly and Anthony Ventre.

The Town Administrator went over the budget for the last 6 months

**CONSENT AGENDA**

December 13, 2010 Minutes

2011 – Joint Meeting Dates for the Town Board and Planning Commission;

Monday, March 7, 2011	6:30 p.m.
Monday, June 6, 2011	6:30 p.m.
Monday, November 7, 2011	6:30 p.m.
Monday, December 5, 2011	6:30 p.m.

2011 – Neighborhood Meeting Dates and Location

Tuesday, May 10, 2011	North Pointe	Tot Lot
Tuesday, June 14, 2011	Glenbrook	Tobias Run Park
Tuesday, July 12, 2011	Historic Dist./Downtown	Elm Street Parking Lot
Tuesday, August 9, 2011	E. Main Street	Library
Tuesday, September 13, 2011	Boileau Ct./Washington St.	Jefferson Village Park

Commissioner O'Reilly motioned to accept this consent agenda, seconded by Commissioner Bussard and passed unanimously.

**PERSONAL REQUEST FOR AGENDA:** - No report

**Staff Report** – Ruth Davis Rogers, Main Street Manager reported:

Christmas in Valley - 23 businesses participated in the stocking stuffer, last year there were 12. Two and ½ boxes of toys were collected.

Strategic Planning Session was held on January 9 with a good turn out  
First newsletter went out with Quarterly Water/Sewer Bills

## **UNFINISHED BUSINESS**

**Hollow Creek Request for Permit for Outdoor Music Events for 2011** – Commissioner Bussard motioned to adopt the permit as presented, seconded by Commissioner Ventre and pass unanimously. (A copy of this draft is attached.) Burgess Miller asked that Deputy Harris from Myersville be informed of this permit as he sometimes responds to Middletown.

**Discussion of Restricted Vehicles Definition** – by consensus the Board agreed to use Frederick City as a guideline. Commissioner Ventre suggests the following exemption under the emergency vehicle category be considered:

Police and Security

Police Car, Police motorcycle, SWAT vehicle and Bomb disposal vehicle

Fire and Rescue

Fire apparatus including specialist units such as turntable ladders

Search and rescue vehicles

Hazardous materials vehicles

Medical

Ambulances and ambulance response vehicles

Civil emergency

Public utility crews dealing with gas, electricity or water repairs

Recovery

Tow trucks

Commissioner Falcinelli suggest something be included regarding snow removal vehicles

## **REPORTS OF COMMITTEES**

**WATER & SEWER** – Commissioner Falcinelli reported:

**Water Main Breaks** – There were 2 breaks – the first one located at Cone Branch Dr. and E. Main St. at a cost of \$7,500 to repair and the second was located at W. Main and Elm Sts. At a cost of \$10,000 to repair.

**Water Usage** – Usage for December was 307,000 gallons last year was 297,000; spring flow is 70,000 gallons which is low for this time of year.

**Discharge** – East WWTP – 150,000 gallons; West WWTP – 153,000 gallons

**Sludge removal** – is being scheduled for this summer

**Committee Meeting** – scheduled for January 19, at 7:00 p.m. – will be going over the budget.

**PUBLIC WORKS** – Commissioner Bussard reported:

**Recent Snows** – Residents are reminded to remove snow from their sidewalks within 24 hours after the storm stops.

**Vehicle Repairs** – truck 5 repaired plow. Trucks 2 & 5 replaced spreader lights

**Bulk Trash** – scheduled for March 26, 2011 – Only 2 items may be placed out by 6:00 a.m.

Commissioner Falcinelli suggest looking at sidewalks during the budget discussions

**PLANNING & ZONING** – Commissioner Dietrick reported:

**Custom Marble** – have requested clarification on parking.

**Restricted Vehicles** – ongoing discussions regarding this ordinance

**Minutes** – discussing written minutes in a formal format.

**Planning Procedures draft** – ongoing review of this draft.

Burgess Miller announced the resignation of Kevin Corcoran, Temporary Alternate and asked anyone interested to contact him or the Town Office.

**PARKS & RECREATION** – Commissioner Ventre – No report

**FINANCE** – Commissioner O'Reilly reported:

Heard a complete report from the Town Administrator earlier.

**Audit** – received fiscal year audit and the Town is in good shape

**PUBLIC INFORMATION** – Commissioner Falcinelli reported:

**Community Directories** – Available at the Town Office

**List Serve** – Residents are encouraged to sign up for this.

**NEW BUSINESS**

**Request for Tax Refund** – Coblentz Farm LLC – 16.26 acres is located in the area of the Foxfield subdivision and was zoned by the Town as “open space”. Although the Town notified the State that this was zoned OS their records showed R3 zone causing the owner (Farhad Memarsadeghi and Coblentz Farm Limited) to be taxed according to R3 zone (which is higher than OS zone). The owner is requesting a refund of overpayment in the amount of \$14,285.56. Commissioner Falcinelli motioned to refund \$14,285.56, seconded by Commissioner O’Reilly and passed unanimously.

**Water Valve Installation** – East Main and Broad Streets – Received cost estimates to replace a failed valve and install 2 new ones; \$23,000.00 and \$17,000.00. This work is to be done in conjunction with the Sanitary Sewer line at the former Ingalls property. Commissioner Bussard motioned to fund this project with \$17,000.00, seconded by Commissioner Falcinelli and passed unanimously.

**PUBLIC COMMENTS**

**ANNOUNCEMENTS**

**MEETINGS FOR THE MONTH**

<i>Planning &amp; Zoning</i>	<i>Monday, January 17, 2011</i>	<i>7:00 p.m.</i>
<i>Parks &amp; Recreation</i>	<i>Tuesday, January 18, 2011</i>	<i>7:00 p.m.</i>
<i>Water &amp; Sewer Committee</i>	<i>Wednesday, January 19, 2011</i>	<i>7:00 p.m.</i>
<i>Main Street Board</i>	<i>Thursday, January 27, 2011</i>	<i>7:00 p.m.</i>
<i>Town Board Meeting</i>	<i>Monday, January 24, 2011</i>	<i>7:00 p.m.</i>

**ADJOURNMENT**

With no further business to come before the Board, the meeting adjourned at 7:55 p.m.

Respectfully submitted,

Christine H. Moore  
Administrative Assistant