

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

TOWN MEETING MINUTES

REGULAR MEETING

December 10, 2012

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on December 10, 2012, 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 Larry Bussard, Richard Dietrick, Anthony Ventre and Christopher Goodman.

CONSENT AGENDA

Financial Statements

Town Minutes

November 26, 2012 Town Meeting

Commissioner Goodman motioned to accept this consent agenda, seconded by Commissioner Bussard and passed unanimously.

PERSONAL REQUEST FOR AGENDA:

Seamus Mooney, Director of Frederick County Emergency Preparedness ALERT Frederick County – Mr. Mooney stated, this is an emergency notification system using email or text message. Residents must register to take advantage of this service. There would be no cost to municipalities. The Town currently uses global connect to notify residents. By general consent, the Board asked the Town Administrator to meet with Mr. Mooney to obtain more information.

UNFINISHED BUSINESS

Draft Text Amendment for Allowing Parking Lots in R-2 Districts – By general consent, this draft will be forwarded to the Planning Commission for their review.

Landscape Contract Discussions – Mid Maryland Landscaping presented a breakdown for the Town's Common Ground Areas in the amount of \$4,982.00, the areas include Foxfield Circle, Cone Branch Pocket Park, North Pointe Park, Wiles Branch Park Sign, the 4 Pillars, Jefferson Village Park and Memorial Park. Commissioner Ventre motioned to approve this breakdown as a one year pilot program, seconded by Commissioner Bussard. Commissioner Ventre mentioned the Park Committee applied for a grant for this type of work and was turned down. The motioned before the Board passed with a 5 to 0 vote.

Introduction of Coblenz Property Master Plan Amendment – This plan proposes 81 units which is down from 94. Some items discussed were extending the road in the western end of the development and moving the pedestrian access closer to the elementary school. By general consent, the Board agreed to submit this plan to the Planning Commission for their review.

Septic Bill – County Tier Map – The Board review the map proposed by the County and by general consent will write a letter stating they agree with the Septic Tier map to be sent to the Maryland Department of Planning.

Review of Final Plans for Walnut Street Bridge Replacement – This is proposed project will go out for bid in January 2013, work to begin the middle of May. Commissioner Bussard motioned to go ahead with this plan, seconded by Commissioner Ventre and passed unanimously. The Board also directed Staff to send an informational letter regarding the project to residents and businesses along Walnut St.

REPORTS OF COMMITTEES

WATER & SEWER – Commissioner Falcinelli not present:

Burgess Miller mentioned Christmas in the Valley was a huge success, 26 businesses participated. Town Administrator mentioned meter at the Water treatment plant was replaced and 2 water main breaks on E. Main St. and S. Jefferson were repaired.

PUBLIC WORKS – Commissioner Bussard reported:

Vehicles – Repaired backhoe and checked all snow removal equipment.

Foxfield Subdivision – reinstall hydrant, repair street sign and light pole.

Holiday Preparation – Employees hung Christmas banners, cut and set up the Christmas tree and decorated the Municipal Center.

Municipal Center – repair heater fan and filter oil tank (this was originally scheduled to be done every two years now it will be scheduled on an annual basis).

Patching Contract – is complete

Yard Waste pick-up – The last day for this year is December 18.

Recycling area – This area is being used as a dumping ground as well as for recycling. Pool covers, generator, shingles and storm doors, just to name a few items are being left. It was discussed that this was to be a pilot in the aid of business and apartments. The County has given permission to install a camera in order to discover violators.

PLANNING COMMISSION – Commissioner Goodman reported:

Cross Stone – Owners are to obtain easements from adjacent property owners

Will be reviewing the text amendment for parking lots in the R2 zone.

PARKS & RECREATION – Commissioner Ventre reported:

The next meeting will be in February 2013

FINANCE – Commissioner Dietrick reported:

General Fund – Revenues came in higher and the expenses for last fiscal were lower.

Water/Sewer Fund – Revenues were down about \$50,000 and the expenses were greater by \$18,000.

PUBLIC INFORMATION – Commissioner Falcinelli – Not present:

Community Directory – Currently updating

NEW BUSINESS

Discussion of Possible Annexation of Admar Property on the Westside of Coblenz Road – The developer would like to annex 93 acres and start with building 137 Active Adult units and eventually increase to 200 units. Mr. Dietrick mentioned from a financial standpoint it makes sense and mentioned the aging water lines. Mr. Bussard is concerned with the numbers and the increase of traffic on

Coblentz Road. Mr. Ventre asked if we need additional residents to come in and pay taxes and he doesn't think so. The Town Board agreed to discuss this at the next meeting.

2012 Joint Meeting Dates between the Town Board & Planning Commission beginning at 6:30 p.m.:

Monday, January 7, 2013

Monday, May 6, 2013

Monday, August 5, 2013

Monday, October 7, 2013

PUBLIC COMMENTS – No comments

ANNOUNCEMENTS

December 24, 2012 Town Meeting – Cancelled

Town Offices will be closed on December 24 and 25 for Christmas

MEETINGS FOR THE MONTH

Planning Commission Workshop

Wednesday, December 12, 2012

7:00 p.m.

Planning Commission

Monday, December 17, 2012

7:00 p.m.

Main Street Board

Thursday, December 27, 2012

7:00 p.m.

ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Christine H. Moore
Administrative Assistant