

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

TOWN MEETING MINUTES

REGULAR MEETING

November 12, 2012

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on November 12, 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 Jennifer Falcinelli, Larry Bussard, Richard Dietrick, Anthony Ventre and Christopher Goodman.

CONSENT AGENDA

Town Minutes, October 22, 2012

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

PERSONAL REQUEST FOR AGENDA:

Susan Kraus, 104 Locust Court, asked the status of the relocation of the water line for Locust Court area. Burgess Miller explained Staff is working on obtaining easements. Board of Education has agreed to an easement, and Staff is working with the property owner at 102 Locust Court. Once the Town has obtained the necessary easements, this will then become a budget item. Ms. Kraus asked if a grant was obtained for the purchase of the iPads. It was explained that money used for this purchase came from an overage from the Deputy program and the Town purchased through its iTech, which was cheaper than going with the State.

Joseph Rosin, 104 Prospect St., asked what the white marks are on the sidewalks. It was explained that Staff is conducting inspections on sidewalks and marking where replacement/repair are needed. Letters are then sent to property owners along with the inspection report. Mr. Rosin was asked to wait until he receives his letter before doing any work. Mr. Rosin mentioned he likes having the school across the street.

UNFINISHED BUSINESS

Ordinance 12-11-01 – Permitting the Sale of Motor Vehicles in any Residential District Subject to Certain Conditions – The Town Administrator stated the public hearing was held on November 1, 2012 and there were no comments. Commissioner Ventre motioned to approve Ordinance 12-11-01 as presented, seconded by Commissioner Goodman and passed unanimously.

Discussion of Text Amendment for Allowing Parking Lots in R-2 Districts – Burgess Miller mentioned there are 2 options to be considered for Thompson Funeral Home; 1) Come in with a revised site plan and 2) request a text amendment. Commissioner Ventre suggests talking with Mr. Thompson. By general consent, the Board agreed to table this in order to meet with Mr. Thompson.

REPORTS OF COMMITTEES

WATER & SEWER – Commissioner Falcinelli reported:

Water Status – usage for the month of October 311,000 gallons, last year 322,000 gallons

Spring Flow – 79,000 gallons, last year 83,000 gallons

Discharge – East WWTP 215,000 gallons and West WWTP 248,000 gallons

Committee meeting – November 15, 2012 at 7:00 p.m.

PUBLIC WORKS – Commissioner Bussard reported:

Town Employees – repaired 2 inlets at Foxfield, installed fence rails at North Pointe, cleaned up Wiles Branch Park after the recent storm and prepared vehicles for this winter.

Memorial Park – Boy Scouts did a fine job on their Veteran’s Day ceremony.

Walnut Street Bridge – Will go out for bid in January and work to begin in Spring of 2013. Relocating the waterline to under the bridge was discussed, Staff will obtain costs.

Contract Mowing – Bids will go out in January

PLANNING COMMISSION – Commissioner Goodman reported:

Main Cup – Approved the Site Plan for expansion.

Thompson Funeral Home – denied request for parking lot as parking lots are not permitted in R2 zone.

Amvets – Approved the Site Plan for expansion.

Newton Property – Reviewed concept plan and still in discussion.

St. Thomas More – Approved change of hours.

2 E. Main St. – Approved change of use.

PARKS & RECREATION – Commissioner Ventre reported:

Wiles Branch Park – During the recent storm, 2 pieces of exercise equipment were washed away. They have been found and repaired. Since there is limited amount of POS funds (\$15,000) for the resurfacing of the basketball court, the Park Committee is recommending blacktopping instead of a more permanent surface. The Town Administrator mentioned the cost for rubberized surface is \$35,000. Originally the court was concrete with joints and then covered with blacktop, over the years the surface has sunk where the joints were in the concrete. The Board asked that pictures of this court be presented at the November 26 meeting. Commissioner Ventre mentioned the committee would like to use reforestation funds to plant some red bud at the entrance to this park and plant trees along the road to the parking lot. The Board asked that the committee present a plan and cost estimate for this tree planting.

Remsberg Park – Commissioner Ventre mentioned there is still \$28,000 in POS funds for the walking trail. Commissioner Ventre motioned to proceed forward with the Remsberg walking trail, utilizing the \$28,000.00 subject with Public Works approval and with a start date in spring of 2013, seconded by Commissioner Falcinelli and passed unanimously.

Remsberg Park Pavilion – The Town applied for \$26,250 POS funds for this pavilion and received \$7,555. Since this park is completely in the open, the Middletown Valley Athletic Assoc. (MVAA) have expressed safety concerns and are willing to cut back on the amount of net fencing they planned to do and put cost savings on the netting and \$18,000 as a match of POS funds toward a pavilion. MVAA is obtaining updated costs to present to their Board and then will come before the Town Board. It was also discussed the size of a pavilion would be too much for an Eagle Scout Project but storage sheds would be more in line for a scout project.

FINANCE – Commissioner Dietrick reported:

FY 2012 Audit – The auditor will present their report at the Town Meeting on November 26, 2012 at 7:00 p.m.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

Quarterly update – items to be included should be submitted to Ann.

Facebook – have launched a facebook page.

Community Directories – working on updating

NEW BUSINESS

Discussion of FY 2014 Frederick County Tax Differential OR Tax Equity- Commissioner Dietrick motioned to keep the Tax Equity, seconded by Commissioner Bussard and passed unanimously.

Discussion of Proposal from Want 2 Grow for Development of Committee Binders which would include Job Descriptions of Positions and Timelines for Events – The purpose is for developing a binder with full descriptions and timelines. The estimated cost for working with *Christmas in the Valley* and the *Arts and Activity Committee* would be \$1,300.00 The Board asked that a sample of their binder be presented at the November 26 meeting.

Discussion of Septic Bill and Plan Maryland – The Board reviewed the map identifying Middletown Septic Tiers (copy attached). By general consent, this will be sent to the Water/Sewer Committee and the Planning Commission for their review.

PUBLIC COMMENTS

ANNOUNCEMENTS

Albright, Crumbacker, Moul & Itel - Presentation of the Town's FY 2012 Audit, Monday, November 26, 2012 at 7:00 p.m. at the Town Meeting

MEETINGS FOR THE MONTH

<i>Planning Commission Workshop</i>	<i>Wednesday, November 14, 2012</i>	<i>7:00 p.m.</i>
<i>Planning Commission</i>	<i>Monday, November 19, 2012</i>	<i>7:00 p.m.</i>
<i>Parks & Recreation</i>	<i>Tuesday, November 20, 2012</i>	<i>7:00 p.m.</i>
<i>Town Board Meeting</i>	<i>Monday, November 26, 2012</i>	<i>7:00 p.m.</i>

ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Christine H. Moore
Administrative Assistant