

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

November 14, 2011

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on November 14, 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.

CONSENT AGENDA

October 24, 2011 Minutes

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

PUBLIC HEARING – Curfew Ordinance

Also in attendance were Deputies Gary Cline and Mike Eyler. Burgess Miller explained the curfew would be from 12:01 until 5:00 a.m. 7 days a week for those younger than 18. The Board will hold another public hearing on November 28, 2011 at which time will vote on this ordinance. Lewis Corl, 110 Linden Blvd. mentioned on page 3 it states Town of Myersville. This has been corrected. Hearing no other comments the public hearing adjourned at 7:10 p.m.

PERSONAL REQUEST FOR AGENDA: - no requests

UNFINISHED BUSINESS

Introduction of Curfew Ordinance – Schedule Public Hearing – See above

Coblentz Property – Review of Draft Water Taps Agreement – The attorney for the owners met with Burgess Miller and the Town Administrator to discuss the concerns the Board had. The attorney agreed with the concerns and said he will prepare a new draft agreement. Commissioner Falcinelli mentioned the Water/Sewer Committee (Nov. 15, 2011) meeting was to go over the agreement and since it has been thrown out, the meeting will be cancelled.

Review of Sidewalk Maintenance Plan – A copy of the draft Sidewalk Enhancement Plan is attached. A draft letter to be sent to residents will be presented at the November 28 meeting for the Board's review.

Construction Schedule West Green Street & Walnut Street Bridge – At their workshop, the Board agreed to move forward with the Walnut St. Bridge project. \$535,000 is in the budget and if the cost is less, then the remainder will be transferred to the W. Green Street project. It was noted a few easements is still needed. Commissioner O'Reilly motioned to move forward with the Walnut Street Bridge project, seconded by Commissioner Bussard and passed unanimously.

Draft Solar Ordinance Review – The Board reviewed this draft and by general consent agreed to forward onto the Planning Commission for their review and comments. Burgess Miller noted that 2

Planning Commission seats (Mark Carney and Bob Smart) becomes available in December. Anyone interested, please send a letter of interest to Burgess Miller or the Town Office.

REPORTS OF COMMITTEES

WATER & SEWER – Commissioner Falcinelli reported:

Water Status – 322,000 gallons usage

Spring Flow – 83,000 gallons

Discharge – East WWTP - 240,000 gallons
West WWTP – 218,000 gallons

Sludge Removal – currently working on the small pond and hope to move to the large pond at the end of the week. Two tractor trailer loads are being removed each day. Completion of this job will be the end of the month. Chris Goodman, 320 S. Jefferson St. asked if pictures are being taken and was told pictures will be available at the November 28 meeting.

November 15 Meeting - Cancelled

PUBLIC WORKS – Commissioner Bussard reported:

October 29, 2011 – Equipment was ready for the first snow of the season. Town employees plowed and salted the streets.

Lamar Lot – Staff cut trees

Scarecrow Contest – Installed poles for the scarecrows

Fire Hydrants – repairing and power coating hydrants

Memorial Park – Town employees did a great job preparing the War Memorial for the Veteran’s Day Ceremony.

Commissioner Bussard asked Staff if the “2-hour” parking signs will be installed in the 100 block of W. Main St.

PLANNING COMMISSION – Commissioner Dietrick reported:

21 E. Main St. – approved demonization of old storage facility.

Fire Department Activity Building – approved site plan showing the change of hours to Sunday thru Thursday 7 a.m. until 10:00 p.m. and Friday and Saturday from 7:00 a.m. until Midnight.

Asian Café – Plan to open the weekend after Thanksgiving.

PARKS & RECREATION – Commissioner Ventre reported:

Trail Signage – Dept. of Public Works approved the signage at Foxfield a sample of the signage that the Park Committee recommends was passed around. By general consent, the Board agreed with their recommendation.

Wiles Branch Park – Since town employees removed trees, would like to replant that area. Mid Maryland Landscaping will prepare a cost estimate for replacement trees. Commissioner Dietrick asked about funds set aside for tree in lieu of. Staff will check into the amount in this fund. Several months ago the Board agreed to purchase an additional piece of playground equipment i.e. rocketship, the committee would like this place in the area where the swing set is.

Wiles Branch Park (pond) – Met with Erin McLaughlin, Dept. of Natural Resources who indicated her department has no money for restoring this pond. Commissioner Ventre mentioned Fish America a non-profit organization, has funds available for pond restoration. Applications are to be made in February 2012. Staff will obtain cost estimates in order to be able to fill out the grant application.

Recreational Trail Program – Town received \$30,000 grant, bringing the total for the walking trail to the Primary School to \$111,000.00. In order to use these funds, the Town must sign a Memorandum of Understanding (MOU). A copy of this MOU was given to the Board for their review. This will be voted on at the November 28 meeting.

Memorial Park – Children Pizza Garden – Grant money in the amount of \$6,000.00 plus \$2,000.00 Town Share for a total cost of \$8,000.00 was received. Since this amount was less than the cost of the original design, the Park & Rec. Committee met with the designer (Mid-Maryland Landscaping) to come up with something within the \$8,000.00. Marlene Fleeman, 209 S. Jefferson St. and Vice President of the Middletown Valley Community Garden Assoc. (MVCGA) expressed concerns with the Board for discussing this tonight without first contacting the MVCGA. Lewis Corl, member of the Parks & Rec. Committee said this meeting (November 13, 2011) was to get an idea of what could be done and they had every intention of discussing their findings with MVCGA. Pam Dietrick, President of MVCGA was upset that the MVCGA committee was not informed of this meeting.

FINANCE – Commissioner O’Reilly reported:

Commissioner O’Reilly gave the report for the month ending October 2011 (copy is attached)

2010 Audit – The Town Auditor will present the annual review at the November 28, 2011 meeting

PUBLIC INFORMATION – Commissioner Falcinelli reported:

VolunteerSpot – Volunteers are needed for Town events. Through Main Street a VolunteerSpot box has been set up. All you need to do is go the www.mainstreetmiddletown.org and sign up for the event that will fit into your schedule.

The Town received several complaints regarding the lack of notification of street closure for the Halloween parade. By general consent, the Board agreed to have 1 VMS sign which will be posted along E. Main Street by the Shopping Center for 3 days prior to the event at a cost of \$360.00.

NEW BUSINESS

2012 Town Election Schedule – Copy of Calendar is attached

SHA – National Recreational Trail Program – See Park report

PUBLIC COMMENTS

ANNOUNCEMENTS

Christmas in the Valley – Friday, December 2, 2011

The Christmas tree is being donated by the Good Spirit Christmas Tree Farm. Main Street will be closed from 5:00 p.m. until 8:00 p.m.

MEETINGS FOR THE MONTH

<i>Joint Meeting TB & PC</i>	<i>Monday, November 7, 2011</i>	<i>6:30 p.m.</i>
<i>Parks & Recreation</i>	<i>Tuesday, November 22, 2011</i>	<i>7:00 p.m.</i>
<i>Water & Sewer Committee</i>	<i>Tuesday, November 15, 2011</i>	<i>7:00 p.m.</i>
<i>Board of Appeals</i>	<i>Wednesday, November 16, 2011</i>	<i>6:30 p.m.</i>
<i>Planning Commission Workshop</i>	<i>Wednesday, November 16, 2011</i>	<i>7:00 p.m.</i>
<i>Planning Commission</i>	<i>Monday, November 21, 2011</i>	<i>7:00 p.m.</i>
<i>Town Board Meeting</i>	<i>Monday, November 28, 2011</i>	<i>7:00 p.m.</i>
<i>Main Street Board</i>	<i>Thursday, November 24, 2011</i>	<i>7:00 p.m.</i>

ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 8:15 p.m.

Respectfully submitted,

Christine H. Moore
Administrative Assistant