

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

April 8, 2013

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on April 8, 2013, 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 – March 25, 2013 – Town Meeting

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

PERSONAL REQUEST FOR AGENDA:

Burgess Miller asked the Board to consider the request from Hollow Creek, since Matt Crutchfield was present. Hollow Creek is requesting a permit for live music outside for Friday evenings from 8 p.m. until 11 p.m. beginning May 3, 2013 through September 27, 2013. It was noted that they stayed within the decibel levels last year. Commissioner Ventre motioned to accept and approve this requested dated March 19, 2013, seconded by Commissioner Goodman and passed unanimously.

UNFINISHED BUSINESS

Way Finding Signs Business District – Main Street Middletown has identified 12 locations for way-finding signage. (copy attached). Due to the expense of these sign, the group felt that location numbers 4, 5, 7, 11 and 12 are priority. Washington St., leaving Main's Parking Lot (Location 12) – placing a sign identifying parking locations was discussed. Commissioner Bussard mentioned he has a problem with spending \$720 for a pole to install a \$30 sign. Commissioner Goodman asked if temporary signs could be installed. Bob Smart, 7525 Coblenz Road asked that this be forward to the Planning Commission for their review. By general consent, the Board agreed to place a temporary sign along Washington Street across from the Main Cup parking lot that identifies additional parking.

POS Projects for Submission – The Park Committee came up with the following suggestions for the annual POS program; Trail signs at Remsberg Park, Bleachers at Remsberg Park, Tot Lot at Remsberg

Park, Trail Signs at Wiles Branch Park and Exercise equipment at Wiles Brach Park. Commissioner Dietrick is in favor of installing bleachers at Remsberg Park as top priority. By general consent, the Board agreed that the Town could pay for the trail signs. Commissioner Ventre motioned to submit for the following POS funds:

1. Bleachers (8) at Remsberg Park in the amount of \$12,150
2. Exercise equipment in Wiles Branch Park in the amount of \$7,500
3. Tot Lot in Remsberg Park in the amount of \$25,076

This motioned was seconded by Commissioner Dietrick and passed unanimously.

REPORTS OF COMMITTEES

WATER & SEWER – No report

PUBLIC WORKS – Commissioner Bussard reported:

Glenbrook Subdivision – repaired fire hydrant

Walnut Street Bridge – Work to begin in May and the bridge will close as soon as school is out for the summer.

Streetscape – Staff met with State Highway Adm.

Municipal Center – Carpet to be installed April 10 and 11, 2013. Staff met with 2 contractors for budget pricing on replacement of HVAC and control system. Also received a price for removal of oil tank and replacement cost for FY 14.

PLANNING COMMISSION – Commissioner Goodman reported:

Coblentz Property – Conditionally approved the preliminary plan

Fire Hall – Will be submitting a revised concept plan, showing an emergency only exit across from Walnut Pond Court.

PARKS & RECREATION – See Unfinished Business

FINANCE – Commissioner Dietrick reported:

Streets - \$51,500 was budgeted for snow removal, \$30,000 was used this fiscal year. Commissioner Dietrick would like to carry this amount over in case the weather is worst next winter.

Broad Street – Estimated cost for upgrade and repairing the inlet is \$160,000

PUBLIC INFORMATION – No report

NEW BUSINESS

Hollow Creek Request for Permit for Live Music Outside – See Personal Request.

Early Warning Siren Protocols MOU – Commissioner Bussard motioned to accept this MOU as presented, seconded by Commissioner Goodman and passed unanimously.

PUBLIC COMMENTS

ANNOUNCEMENTS

April 22, 2013 Town Meeting – Cancelled

Tornado Siren Testing for Middletown is scheduled for noon on April 13, 2013

Joint meeting between the Town Board and the Planning Commission will be May 6, 2013

MEETINGS FOR THE MONTH

<i>Planning Commission Workshop</i>	<i>Wednesday, April 17, 2013</i>	<i>7:00 p.m.</i>
<i>Water & Sewer Committee</i>	<i>TBA</i>	<i>7:00 p.m.</i>
<i>Planning Commission</i>	<i>Monday, April 22, 2013</i>	<i>7:00 p.m.</i>
<i>Parks & Recreation</i>	<i>Tuesday, April 16, 2013</i>	<i>7:00 p.m.</i>
<i>Main Street Board</i>	<i>Thursday, April 25, 2013</i>	<i>7:00 p.m.</i>

ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 7:35 p.m.

Respectfully submitted,

Christine H. Moore
Administrative Assistant