

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN MEETING MINUTES

### REGULAR MEETING

April 13, 2015

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on April 13, 2015, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Larry Bussard, Rick Dietrick, Tony Ventre and Christopher Goodman.

### CONSENT AGENDA

#### *Financial Statements*

#### *Town Minutes – March 9 and 23, 2015 regular meeting*

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

### PERSONAL REQUESTS FOR AGENDA:

#### **Budget Requests for Community Groups for FY 2016**

- *Middletown Arts & Activities Committee - \$6,445*
- *Lions Club - \$2,305*
- *JR Deputy - \$1,000*
- *Middletown Rec. Council - \$7,500*
- *Heritage Festival - \$5,000*
- *Main Street Middletown - \$10,000*
- *Historical Society - \$5,000*

#### **Unfinished Business:**

**Ordinance 15-04-01 – Zoning Text Amendments** – Burgess Miller explained that he would like to approve each different section separately. The first section discussed was Section 17.16 Residential Districts. Bob Smart, 7525 Coblenz Road brought up a concern with the table and side notes. The Board agreed to have this go back to the Planner for review before approving.

**Section 17.28 Open Space** – Motion by Commissioner Falcinelli to approve Section 17.28 Open Space as presented, seconded by Commissioner Goodman. Motion carried 6-0.

**Section 17.30 Agricultural (AG) District** – Motion by Commissioner Falcinelli to approve Section 17.30 Agricultural District as presented, seconded by Commissioner Goodman. Motion carried 6-0.

**Wet Field Closure Policy** – Drew stated the MVAA came to him asking to come up with a wet field closure policy to save the fields from getting destroyed. MVAA submitted “Fit for use procedures” for the Town Board to review. Commissioner Ventre stated that instead of having individual names listed, identify the position as that will not change. It was also discussed that after our normal business hours it would be up to MVAA to put of the signs and not the Town.

Motion by Commissioner Ventre to approve the Wet field procedures as amended with identifying the positions and that the MVAA will put up the signs after normal business hours, seconded by Commissioner Goodman. Motion carried 6-0.

**Review of Fees for Permitting Services** - Burgess Miller stated that Cindy has broken down which fees pertain to Residential and Commercial. Bob Smart, 7525 Coblenz Road, had a concern with labeling certain things Residential. This item was tabled until the next meeting for input from the Staff Planner.

**RFP from Davenport & Company for Loan Preparation Services** – Drew stated that included in the packet is the scope of services explaining what the fee will include. After some discussion, the Board is not in favor of engaging Davenport for these services due to the cost involved

**POS Projects for FY 2016** – The Board agreed to submit for POS funding for #1) picnic tables for Remsburg Park and #2) pavilion for Wiles Branch Park with picnic tables.

**REPORTS OF COMMITTEES –**

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

Spring flow – 133,000 gals. Per day, EWWTP treated 318,000 gals. And the WWTP treated 365,000 gals. Well #15 filter to be on line by Fall 2015.

Rain Barrels for sale at the Municipal Center \$40 each.

**PUBLIC WORKS** – Commissioner Bussard reported:

Snow removal expense including salaries totaled \$100,616.

Parks are opened, the maintenance guys repaired a leaking water fountain at one of the parks.

Green Street meeting with the residents earlier this month went well.

Commissioner Bussard thanked the maintenance guys for a great job they do with snow plowing.

**PLANNING COMMISSION** – Commissioner Goodman reported:

Jiffas Duplex – architectural plan approved

Putman – 6 month extension on site and improvement plans.

**PARKS & RECREATION** – Commissioner Ventre reported:

Waiting to get the final word from Dept. of Public Works to move forward with projects.

**FINANCE** – no report.

**PUBLIC INFORMATION** – no report.

**NEW BUSINESS:**

**Water/Sewer Tap Agreement – Coblenz Property** – Drew stated that the current agreement with Middletown Commons Holdings LLC (Coblenz Property along Green Street) allows the owner the right of first refusal. The purpose of this was if MDE ever granted all of the necessary taps (81) for this development the owner could submit a right of first refusal to the town and purchase the 81 taps at the prevailing tap rate. This agreement replaces the previous agreement and includes all 81 lots for water and sewer taps at prevailing rates.

Motion by Commissioner Falcinelli to approve the Multi-Year Tap Agreement as presented, seconded by Commissioner Bussard. Motion carried 6-0.

**Introduction of Zoning Amendments to the Commercial & Industrial Code – Schedule of Public Hearing** – Public Hearing scheduled for May 7<sup>th</sup> at 7pm.

**FY 2016 Budget Workshop – General Fund** – Burgess Miller presented the Board with the general fund operating fund budget.

**PUBLIC COMMENT: None**

**ANNOUNCEMENTS:**

**ADJOURNMENT**

Meeting adjourned at 8:52pm.

Respectfully submitted,

Ann Griffin  
Office Manager