

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

April 14, 2014

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on April 14, 2014, by Commissioner Bussard at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli (arrived late), Richard Dietrick, Tony Ventre and Christopher Goodman.

CONSENT AGENDA

Appointment of Burgess-Pro-Tempore – Commissioner Falcinelli

Standing Committee Assignments – No Changes

Public Hearing Scheduled for May 12, 2014 at 7pm.-Ordinance on Active Adult Text Amendment

Community Sign Request Approved – Middletown Chamber of Commerce

Request from Hollow Creek for Outdoor Music – Approved with Condition from previous years.

Town Minutes – March 24, 2014

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

PERSONAL REQUEST FOR AGENDA:

Joe Rosin, 104 Prospect Street – Mr. Rosin was present and stated that this will be the last year that he will donate the ice cream for the Ice Cream Social held in May.

Unfinished Business:

Ordinance 14-03-01 – Development Review Fees – This ordinance is to amend Title 17, Chapter 17.52 of the Middletown Municipal Code pertaining to the assessment and collection of fees for the submission and review of documents relating to various land use, planning and zoning matters; to establish a fee schedule for such fees, including the assessment of an electronic filing fee for certain submissions. Drew stated that the public hearing on this was held on March 24, 2014.

Motion by Commissioner Ventre to approve Ordinance 14-03-01 as presented, seconded by Commissioner Goodman. Motion carried 4-0.

Ordinance 14-04-02 – Sandwich Board Regulations – This ordinance is to amend Title 17, Chapter 17.36, pertaining to A-frame, T-frame and sandwich board signs; to amend the definition of such signs; to provide for conditions under which displaying such signs require and do not require a permit issued by the Town of Middletown. Drew stated that the public hearing was held on April 3, 2014.

Motion by Goodman to approve Ordinance 14-04-02 as presented, seconded by Commissioner Ventre. Motion carried 4-0.

Discussion of Traffic Concerns on South Jefferson Street – Commissioner Falcinelli stated that a public hearing was held on April 3, 2014 to discuss the traffic concerns on South Jefferson Street. Drew stated that the Deputies ran radar and only one person was stopped for going over the speed limit.

Commissioner Falcinelli stated that there were a lot of options thrown out at the public hearing, the Burgess and Commissioners agreed to make a decision on what they would like to implement on South Jefferson Street to try to slow the traffic down at the April 28, 2014 Town Meeting.

Review of Johnson Controls Project Development Agreement – Drew stated that the Burgess & Commissioners agreed to have Johnson Controls do a free feasibility study. The next step is to enter into a performance contract with Johnson Controls. This contract will cost \$36,000.00 on top of the fee to buy back the street lights which is estimated to cost anywhere between \$1-\$3 million dollars. Drew stated that he met with Davenport & Associates to go over our current loans and our possible future loans to advise us on how to proceed. Dave Dunn stated that this firm has worked for Frederick County for 20+ years and stated that they are a good all around firm. The board agreed not to make a decision until we get the debt review from Davenport & Associates. Davenport & Associates will provide a proposal for the debt review services for the next Town Meeting on April 28, 2014.

POS FY 2015 Projects – Commissioner Ventre stated that the Parks & Rec committee met and agreed to the following projects: 1)walking bridge across creek to Remsberg Park, 2)picnic tables in pavilion at Remsberg Park, 3)resurface of trail in Wiles Branch Park and 4)small pavilion near ball field at Wiles Branch Park. After some discussion the Board agreed to have Drew submit for POS funds for these projects.

REPORTS OF COMMITTEES –

WATER & SEWER – Commissioner Falcinelli reported:

Water usage - 290,000 gallons per day

Spring Flow – 138,000 gallons per day

The staff walked the spring line, found 1 leak and repaired it. There is a possible leak under 70, we will see what the leak detection guy says next week.

Hydrant Flushing – This week from 9am.-2pm., please reduce your water usage during this time.

Rain Barrels for sale – \$45 first come first serve basis, we will be selling through April 30, 2014.

Next meeting will be April 23, 2014 at 7pm.

PUBLIC WORKS – Commissioner Bussard reported:

The guys have had 10 fire hydrants powder coated, cleaned up the trucks and equipment from all the snow/ice events we had over the winter, parks have been opened, repair made to salt building, and did some cold patching of pot holes throughout the streets over town.

Household Hazardous Waste Drop off – May 10, 2014 from 8am. – noon.

PLANNING COMMISSION – Commissioner Goodman reported:

Cross Stone Commons – approved architectural review for buildings 1 & 3.

Cluster Development – Public Hearing scheduled for May

PARKS & RECREATION – Commissioner Ventre reported that he reviewed the POS information earlier.

FINANCE – Commission Dietrick went over the current loans with the board.

PUBLIC INFORMATION – Commission Falcinelli reported that work has begun on updating the Community Directory, their goal is to have it ready to hand out for Heritage Weekend.

New Business:

Oath of Office for Commissioners – Sandra Dalton, Clerk was present to swear in the re-elected Commissioners in the absence of Burgess Miller.

Replacement of server and three(3) workstations – Drew presented a quote from Innovative, Inc. to replace the Town's server and 3 workstations. The quote came in at \$36,706.64.

Motion by Commissioner Bussard to approve the quote from Innovative, Inc. to replace the server and 3 workstations, seconded by Ventre. Motion carried (5-0).

Appointment of Preservation Tax Credit Commission Members – Motion by Commissioner Goodman to appoint Tony Ventre, Marcie Stutzman, Bob Smart, Larry Bussard, and Jim Justice to the Preservation Tax Credit Commission with terms expiring May 2017, seconded by Commissioner Dietrick. Motion carried (5-0).

PUBLIC COMMENT: none

ADJOURNMENT

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

Respectfully submitted,

Ann Griffin
Office Manager