

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

August 24 2015

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on August 24, 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 and Christopher Goodman.

CONSENT AGENDA

Wellness Program for employees – walking challenge

Town Minutes – August 6, 2015 Public Hearing and August 10, 2015 Town Meeting

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

Unfinished Business:

Review of Proposals for Parking Lot at 13 West Main Street – Burgess Miller stated that included in the packets are 3 different alternatives for the Lot behind 13 West Main Street. Commissioner Bussard stated that he is downtown on a daily basis and does not see a parking issue. We have 2 hour parking along Main Street but we don't enforce it. Commissioner Bussard also stated that the estimates here do not include the yearly maintenance that will be needed for this parking lot.

Bob Smart, 7527 Coblenz Road – stated that 12 years ago when he became active with the Town the discussion at that time was a parking deck at the Elm Street parking lot to gain 20 spaces that failed due to cost. The next discussion was making a parking lot behind the Central MD Heritage League and for various reasons that never moved forward. Mr. Smart stated that parking is a topic that continues to get brought up over & over. Mr. Smart also stated that with this proposal it is giving the Town a look at different material that we may be able to use more of in the future if we like it.

Commissioner Dietrick stated that this is really the only lot available for a parking lot to go into within the downtown area. Commissioner Dietrick also stated that he agrees with what Commissioner Bussard stated that he has never experienced a parking problem or has seen there to be a lack of parking in the downtown area.

Commissioner Falcinelli stated that she would like to see the 2 hour parking enforced along Main Street. Burgess Miller stated that he wanted to remind everyone that within the contract/lease it will stated that if the property changes hands during our lease and the new owners do not wish to keep our lease they will have to refund the cost of the parking lot back to the Town. Burgess Miller stated that this will be put on the agenda in September as an action item.

The Board also agreed to have staff send letters to the residents and businesses along Main Street reminding them of the 2 hour parking and that we will start enforcing if they do not comply with.

Review of Project Management/Construction Inspection Alternatives – Drew stated that he and Bruce have gone over the different options available. Drew presented a power point presentation to the Board reviewing the 3 different options available and their cost. 1)Contractual position(contract typically with an engineering company) – would cost approximately \$866K for 3 years; 2)Contractual employee(full-time employee but for a specific period of time) – would cost approximately \$375K for 3 years; or 3)Full-time employee(full-time employee with full benefits, permanent employment with the Town) – would cost approximately \$255K for 3 years. Drew stated that staff is recommending a full-time employee. This person can focus strictly on the CIP projects and keep them on task. Motion by Commissioner Falcinelli to approve hiring a full-time project manager/construction inspector at \$85,000, seconded by Commissioner Bussard. Motion carried 5-0.

NEW BUSINESS:

Review Contract Extension for CJ Miller for Road Patching - Drew stated that our contract with CJ Miller has ended but we do have jobs that we need to take care of in the fall. Drew stated that we can extend the contract for 1 year or we can postpone the jobs that need done and put the contract out to bid next year.

Motion by Commissioner Bussard to approve the 1 year extension for CJ Miller up to \$113,000 to patch the necessary streets before winter, seconded by Commissioner Dietrick. Motion carried 5-0.

Position Open on Middletown Board of Appeals – Burgess Miller stated that Mr. Kyler resigned from the Board of Appeals. Burgess Miller stated that we do have an alternate Mr. Kandruck, burgess will speak to Mr. Kandruck about being the member and if he accepts then we will need to find an alternate.

Discussion of Legislation to Require Banks/Mortgage Companies to Register Vacant or Foreclosed Properties – Burgess Miller stated that this was presented at an MML meeting and is going to be discussed at an upcoming meeting. Burgess stated that he will report back what was stated at the meeting next month.

PUBLIC COMMENT: no public comments

ANNOUNCEMENTS:

The Heat is On, 5K & Fun Run – Saturday, August 29, 2015 at 8:30am.

ADJOURNMENT

Meeting adjourned at 8:10pm.

Respectfully submitted,

Ann Griffin
Office Manager