

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN MEETING MINUTES

### REGULAR MEETING

February 22, 2016

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on February 22, 2016, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Jennifer Falcinelli, Rick Dietrick, Tony Ventre and Christopher Goodman.

### CONSENT AGENDA

*Town Minutes – February 4<sup>th</sup> Town Workshop and February 8<sup>th</sup> Town Meeting*

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

### Personal Requests for Agenda:

**Tim Ailsworth, Executive Director LGIT** – Mr. Ailsworth was present tonight to present the Burgess and Commissioners with a claims refund check in the amount of \$27,526.00.

### Unfinished Business:

**Wayfinding Signs Discussion** - Drew showed the Board pictures of approximate locations of where the Main Street Board would like these to go. The Board discussed these signs and have a few questions that they would like to have addressed before giving their blessing on. Drew will place this on the Agenda for the workshop when Becky is present and can answer the questions.

**Raised Crosswalk Policy Review** – Drew presented the Board with an updated policy per their comments from the last meeting. After some discussion the Board made a few more changes: 1)Town owned streets only, 2)consideration of adjacent property owners sought, and 3)Town Board has the final approval on all recommended sites.

Motion by Commissioner Dietrick to approve the Raised Crosswalk Policy with the changes stated above, seconded by Commissioner Falcinelli. Motion carried 6-0.

**Appointment of Alternate to Planning Commission** – Burgess Miller stated that he received 2 names for the opening of Alternate on the Planning Commission – Carol Koogle and Rich Gallagher.

Motion by Commissioner Ventre to re-appoint Rich Gallagher as the Alternate to the Planning Commission, seconded by Commissioner Dietrick. Motion carried 6-0.

### NEW BUSINESS:

**Audit Bids** – We received 4 bids for our Audit Services.

- Albright, Crumbacker, Moul & Itell - \$48,000
- RLH CPA's & Business Advisors, LLC - \$55,300
- Draper & McGinley, P.A. - \$55,755
- McLean, Koehler, Sparks & Hammond - \$85,050

Motion by Commissioner Bussard to approve the bid from Albright, Crumbacker, Moul & Itell for \$48,000 for the next 3 years, seconded by Commissioner Ventre. Motion carried 6-0.

**Francie's Family 5K Run/Walk** – Drew stated that this is an annual event. The date for the 5K this year is Saturday, March 19, 2016. Consensus of the Board to approve this event.

**POS Applications for FY 2017** – Burgess Miller stated that we received the notification from Frederick County that we must submit any request for POS for FY17 by May 6, 2016.

**PUBLIC COMMENT:** none

**ANNOUNCEMENTS:**

*Nominating Convention – Tuesday, March 1, 2016 at 7pm.*

*March 11, 2016 – Deadline for petition filing for those not nominated at the nominating convention*

*Hydrant Flushing – March 21-24, 2016*

**ADJOURNMENT**

Meeting adjourned at 8:15pm.

Respectfully submitted,

Ann Griffin  
Office Manager