

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN MEETING MINUTES

### **REGULAR MEETING**

**February 24, 2014**

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on February 24, 2014, 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, Richard Dietrick, Tony Ventre and Christopher Goodman.

### **CONSENT AGENDA**

*Town Minutes* – February 10, 2014

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

### **PERSONAL REQUEST FOR AGENDA:**

**FY 2015 Budget Requests from Community Groups** – The Burgess & Commissioners heard budget requests from the Lions Club, the Heritage Festival, Middletown Arts & Activities Committee, JR Deputy program, Historical Society, Middletown Rec. Council and Main Street Middletown. The Board will consider these requests when preparing the 2015 budget.

### **Unfinished Business:**

**Memorial Hall Decision** – Burgess Miller stated that the owners of the Memorial Hall have decided to withdraw their offer to sell the Memorial Hall, therefore no decision to make by Board.

**Appointment of Board of Appeals Alternate** – Burgess Miller stated that Alex Kundrick has expressed his interest as serving as the Alternate for the Board of Appeals.

Motion by Commissioner Ventre to appoint Alex Kundrick as the Board of Appeals Alternate, seconded by Commissioner Bussard. Motion carried 6-0.

**Review of Additional Cost for Security System for Municipal Center** – Drew stated that at the last meeting the Board asked that he get additional prices on possibly putting the security system on the first floor. The cost to do this would be an additional \$4,328.

After much discussion Commissioner Falcinelli motioned to install the security system on the back door only at this time, seconded by Dietrick. Motion carried 6-0.

**Schedule Public Hearing for Development Review Fee Amendments** – Burgess Miller introduced this Ordinance tonight and the Public Hearing will be held on Monday, March 24 at 7pm.

**Review & Approval of Employee Handbook** – The Board reviewed the Employee Handbook and made a few minor changes to it.

Motion by Commissioner Ventre to approve the Employee Handbook with changes, seconded by Commissioner Bussard. Motion carried 6-0.

**Itron Bid for Radio Read Meters** – Drew provided the Board with an updated quote from Itron without the leak sensor services. The updated quote is \$68,276.60. This quote does not include the meters. Commissioner Falcinelli stated that the Water & Sewer Committee met and discussed this quote and agrees with staff’s recommendation. They would like for Drew to get quotes on the meters possibly piggy back with the County or some other agency. Commissioner Dietrick stated that we currently have \$100,000 budgeted for this and asked Drew how much he thought the meters would cost? Drew gave an estimate of approximately \$700-\$800 each. Commissioner Dietrick stated that we should **not** be over budget to much if Drew’s estimate on the meters is in the ball park. Motion by Commissioner Falcinelli to approve the Itron quote for \$68,276.60, seconded by Commissioner Dietrick. Motion carried 6-0.

**Update on Thompson Funeral Home Parking Lot** – Burgess Miller stated that he, Commissioners Bussard and Ventre and Drew met with Mr. Thompson on December 9<sup>th</sup> informing him what he needed to do and that he would be facing \$100/per day fine until this is taken care of. Burgess Miller stated that Drew had a meeting with the County and we will be turning this issue over to the County for enforcement as they have a “bigger hammer” so to speak since he has not submitted plans to the County for review, the plans are not signed and he has not applied for a permit, but is using this as a parking area. The Board agreed to turn this over to the County for enforcement and the Town will continue to fine him until he comes into compliance.

**Review of Bids for Lighting at War Memorial** – Burgess Miller tabled this to March for more information.

**New Business:**

**Discussion of Funding of T-shirts for 150<sup>th</sup> Commemoration of Civil War Ransom** – Commissioner Goodman presented the Board with a few different proposals on the cost of the t-shirts. After much discussion it was agreed to have Commissioner Goodman to speak to the company to see if they could give us a better deal. Commissioner Goodman stated that he would report back at next month’s meeting.

**Review of Draft Ethics Ordinance for the Town** – Burgess Miller asked to table this to the March 24, 2014 meeting as he would like to obtain more information.

**POS Request for FY 2015** – Commissioner Ventre stated that Parks & Rec will meet in March, if anyone has any suggestions on what we should apply for please email them.

**PUBLIC COMMENTS** – Commissioner Bussard stated that we received a note from Linda Noble praising our guys on the good job they did on the streets during the snow events we’ve had.

**ANNOUNCEMENTS**

- *Nominating Convention – February 25, 2014 at 7pm.*
- *Public Hearing – Sandwich Board signs – March 6, 2014 7pm.*
- *Bulk Trash pick-up – March 15, 2014*
- *Hydrant Flushing – April 14-17, 2014*

**ADJOURNMENT**

With no further business to come before the Board, the meeting adjourned at 8:42p.m.

Respectfully submitted,

Ann Griffin  
Office Manager