

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

TOWN MEETING MINUTES

REGULAR MEETING

February 8, 2016

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on February 8, 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

Financial Statements

Town Minutes – January 7th Town Workshop and January 11th Town Meeting

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

Personal Requests for Agenda:

Jerry Donald, Frederick County Councilman – Councilman Donald reported the following:

- Saturday is legislation day for the Farm Bureau.
- The DNR issue will go before the Council on Tuesday, February 16 at 4:30pm.
- The County approved to add sidewalks from the County Park to Coblentz Road.

Unfinished Business:

Hollow Creek Golf Course – Estoppel Agreement - Drew stated that this has been brought to the Board’s attention previously by the new owner of the Golf Course. This is for financial purposes only. The Town Attorney has reviewed and gave his ok. After some discussion the Board agreed to send this back to the Town Attorney to change Open Space to Recreational Purposes to match the annexation agreement and add a definition in our code for Recreational Purposes.

Wayfinding Signs – The Board would like to see a map showing the locations of these signs as well as a proof of the sign, parking sign and banner.

Raised Crosswalk Policy Review – Drew went over the positives and negatives of raised crosswalks at the workshop meeting. Burgess Miller stated that County Executive Gardner is willing to put in their CIP money for a Middletown project. Burgess thought that this could be something that we use that money for. The Board will take a vote on this item at the February 22, 2016 meeting. The Board asked to add a condition of placement to be at school crossings.

REPORTS OF COMMITTEES –

WATER & SEWER – Commissioner Falcinelli reported

Spring flow – 120,000, water used January 2016 – 274,000, East WWTP treated 254,000 gal., and the West WWTP treated 281,000 gal.

We have a hole in the large reservoir cover, we are monitoring it until we are able to fix.

Our meter technician has replaced over 275 new meters.

Next meeting will be February 24, 2016.

PUBLIC WORKS – Commissioner Bussard reported:

Our guys pushed snow during the blizzard for over 48 hours. They had very minimal breakdowns during that event. Commissioner Bussard stated that our guys did a great job during the blizzard! West Green Street project to go out to bid in March.

Bulk Trash pick-up – March 19, 2016

PLANNING COMMISSION – Commissioner Goodman reported:

The POD at 704 East Main Street was approved through the end of February.

Mark Carney was re-elected as Chairman with Bob Smart being the vice chairman. No meeting in February.

PARKS and RECREATION – Commissioner Ventre reported:

Dog park is up and running, we have 10-12 people who have registered to date.

FINANCE – no report.

PUBLIC INFORMATION – Drew asked that the Burgess & Commissioner please update their bios for the Town Website.

NEW BUSINESS:

Billing insert request from Frederick County Health Department – The Frederick County Health Dept. is asking the Town to send out one of the 3 different flyers they submitted in regards to Opioids. Drew stated that he spoke with the Health Dept. today and they are willing to reimburse the Town the postage for mailing this insert out. It was a consensus of the Board to include this insert in our next water/sewer bills. Burgess Miller stated that he will contact the Health Dept. to get a draft of the insert so we can determine what the overage in postage will be.

Mowing Contract Extension Proposal – Motion by Commissioner Bussard to approve the mowing contract extension provided by Classic Landscaping for \$211,063 for 3 years, seconded by Commissioner Goodman. Motion carried 6-0.

Green Team – Funding Request for Earth Day Event – Motion by Commissioner Dietrick to approve the funding of \$1,150 for the Green Team Earth Day Event, seconded by Commissioner Bussard. Motion carried 6-0.

PUBLIC COMMENT: none

ANNOUNCEMENTS:

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

Appointment of Alternate to Planning Commission

ADJOURNMENT

Meeting adjourned at 8:35pm.

Respectfully submitted,

Ann Griffin
Office Manager