

***BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND***

TOWN MEETING MINUTES

REGULAR MEETING

July 22, 2013

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on July 22, 2013, by Burgess Tem Jennifer Falcinelli at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Larry Bussard, Richard Dietrick, Tony Ventre and Christopher Goodman.

Commissioner Blaine Young was in attendance. Commissioner Young stated that if there is anything that the BOCC needed to address to please let him know.

Dave Dunn, Frederick County Municipal Liaison was also in attendance. Drew stated that he spoke with Mr. Dunn earlier in regards to the Recycling Center reimbursement. Drew stated that we currently receive a credit for this service, but the credit does not cover the entire expense. Mr. Dunn stated that the County wants to ensure that the Municipalities receive the total cost for the recycling centers. The County is proposing to pay the difference at the end of each fiscal year. The Board was in agreement with this.

CONSENT AGENDA

Town Minutes – July 8, 2013 Town meeting

Financial Statements – End of year FY 2013

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

PERSONAL REQUEST FOR AGENDA: none

Staff Reports:

Engineer's Report – Bruce Carbaugh stated that he has been working on the Walnut Street Bridge project and he had discussed with the contractor about paving from the bridge north to West Main Street. Bruce stated that this section of the road and water line are both in bad shape and with the contractor already on site he thought that it was in the best interest to have it all done. Drew stated that the proposed cost is \$90,000 which is still under budget for this project. The cost includes curb &

gutter, water line replacement, paving of street. Bruce stated that this part will probably have to be done under traffic not sure they will get it done with the road closed.

Commissioner Bussard motioned to approve the proposal of \$90,000 to complete Walnut Street, seconded by Dietrick. Motion carried (5-0).

UNFINISHED BUSINESS

Recommendation for water allocation for Active Adult – Commissioner Falcinelli stated that per our residential growth policy it states that 250 gallons per unit. This was discussed at the July 8th meeting after seeing Drew’s data for not only the Active Adult units but also for residential units throughout town. Drew’s data showed that we are well below the 250 gallons per day, therefore the Board had asked the Water & Sewer Committee to look at this again and make a recommendation back to the Board if they were ok with going to 150 gallons per day for the Active Adult units only. Commissioner Falcinelli stated that the Water & Sewer Committee is recommending that the Board change our existing policy for Active Adult units only to 150 gallons per day.

Motion by Ventre to accept this recommendation of making the Active Adult units 150 gallons per day, seconded by Goodman. Motions carried (4-1-Bussard voted against).

5K/10K Race – Atlantic Edge Discussion – No-one was present from Atlantic Edge; Board postponed discussion until a representative is available.

Memorial Hall Grant Award – Drew just wanted to let the Board know that we received a phone call that the Town had received the grant for the purchase of the Memorial Hall. Drew stated he has received no paper work to date. Drew also stated that the Town received the Sesquicentennial grant as well. Commissioner Falcinelli stated that she would like to get the public’s opinion on this if they think the Town should purchase this building to restore/rehabilitate. Commissioner Falcinelli suggested that we put it on our website, facebook and also in the next newsletter.

REPORTS OF COMMITTEES –

WATER & SEWER – Commissioner Falcinelli reported:

Water usage - 297,000 gallons per day

Spring Flow – 132,000 gallons

PUBLIC WORKS – Commissioner Bussard reported:

Walnut Street Bridge – in progress and on time for completion by Aug. 26

PLANNING COMMISSION – No report

PARKS & RECREATION – Commissioner Ventre reported:

Remsberg Walking Trail – construction to start within next 2 weeks.

Fence – at the last MVAA meeting they did not have a quorum therefore they were not able to vote.

Remsberg Park Pavilion – received funding for the pavilion but the Committee would like to have bathrooms installed. There is no water on site. Commissioner Falcinelli stated that there is funding available. It was recommended that Drew contact the program to find out how much money is available and report back at the workshop next month.

FINANCE – Commissioner Dietrick reported:

Audit – no final numbers yet on FY 13.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

E-mail – residents are encouraged to sign up to receive all e-mail updates. The Town also has a facebook page.

NEW BUSINESS

Request for Music at Memorial Park for Fund Raiser for Middletown Food Bank – Drew stated that he had a request from Griffin Taube wishing to hold a fund raiser in the Memorial Park. Mr. Taube wishes to have music. Drew advised Mr. Taube of the rules in regards to music and he agreed to abide by. The event will take place on August 16 from Noon-dusk. The Board agreed with this request.

Recommendation from Streetscape Task Force on Streetscape Elements – Daphne Gabb, Chair of the Task Force was present and read the recommendations/comments. Copy attached herewith.

Open Meetings Compliance Board Requirements – Drew stated beginning October 1, 2013 the Open Meetings Act will have a new requirement; at least one person must be designated to be trained on the new requirements. Drew stated that he will be the designated person for the Town Board and Cindy will be the designated person for the Planning Commission. Commissioner Ventre also volunteered to take the training; it's free to anyone who wishes to take it. Drew will provide the information to both the Town Board and Planning Commission members.

PUBLIC COMMENTS

Drew publically thanked Jim Kehoe (owner of 13 West Main Street) for allowing Main Street Middletown to use his property for "Taste of the Town".

ANNOUNCEMENTS

ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 8:11 p.m.

Respectfully submitted,

Ann Griffin
Office Manager