

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

TOWN MEETING MINUTES

REGULAR MEETING

June 10, 2013

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on June 10, 2013, by Burgess John D. Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Burgess Miller, Commissioners Jennifer Falcinelli, Larry Bussard, Richard Dietrick and Christopher Goodman.

CONSENT AGENDA

Financial Statements

Town Minutes – May 13, 2013 Town Meeting

Commissioner Goodman motioned to accept this consent agenda, seconded by Commissioner Falcinelli and passed unanimously.

PERSONAL REQUEST FOR AGENDA:

Marie Brennan a 4th grader who won “If I were Mayor” contest read here report. Burgess Miller stated she was also a regional finalist and Bailey Broadbent was runner up. The Board presented gift cards to Marie and her teacher Ms. Stalnaker.

James Goodman, President of the MVFC – The Board presented a \$50,000.00 donation for the Activities Center.

At this time the Staff Planner presented her report since she was unable to attend the workshop on June 6, 2013

UNFINISHED BUSINESS

Ordinance 13-06-01 – Water & Sewer Rate Increase – Burgess Miller explained this ordinance calls for a 2 percent rate increase and increasing the Capital Improvement Fee from \$30.00 to \$33.00. The Public Hearing was held on June 6, 2013. Commissioner Dietrick motioned to accept Ordinance 13-06-01 as written, seconded by Commissioner Goodman. The following comments:

Bob Smart, 7525 Coblenz Rd. and member of the Water/Sewer Committee stated 2% is very low considering the state of the water system and the task is for clean water to come in and the dirty water goes out.

Commissioner Falcinelli stated the 2% is by far not enough and Water/Sewer is supposed to be self sufficient. She went on to say that if the General Fund did not grant \$100,000 to the Water/Sewer, residents would be looking at a 12% increase.

Commissioner Goodman explained \$100,000 is being granted from the General fund to cover the cost of purchasing new water meters to replace the existing old meters throughout the Town. The motion before the Board passed with a 3 to 2 (Bussard and Falcinelli) vote.

Constant Yield Tax Rate – The Town’s current tax rate is 0.2320 per \$100 and the constant yield tax rate proposed by the State is 0.2324 per \$100. Commissioner Bussard motioned to maintain the current rate of 0.2320 per \$100, seconded by Commissioner Goodman and passed unanimously.

Budget Approvals – Burgess Miller stated the Public Hearing was held on June 6, 2013.

General Fund Operating (copy of proposed budget attached) – Commissioner Goodman motioned to accept this budget as presented with the exception of changing the 2% salary increase to a 3% increase, seconded by Commissioner Bussard. By increasing this, the surplus would be lowered by \$6,000.00. The motion before the Board passed with a 5 to 0 vote.

General Fund CIP (copy of proposed budget attached) – Commissioner Dietrick motioned to approve the proposed budget with the understanding that the items hi-lited in yellow will not move forward unless the grants that have been applied for are approved, seconded by Commissioner Goodman and passed unanimously.

Water & Sewer Fund Operating (copy of proposed budget attached) – Commissioner Goodman motioned to approve the Water & Sewer Operating budget as presented with the exception of raising the 2% pay increase to 3%, seconded by Commissioner Bussard. Mr. Bussard mentioned the employees have not had salary increases over the last 5 years. The motion before the Board passed with a 4 to 1 (Falcinelli) vote.

Water & Sewer CIP (copy of proposed budget attached) – Commissioner Bussard mentioned the storage tank loan will end in 2017. He also mentioned the large reservoir had a serious leak that was repaired and the small reservoir has a leak. Staff is exploring small storage tank instead of using reservoirs. Commissioner Bussard motioned to accept the Water & Sewer CIP budget as presented, seconded by Commissioner Dietrick. This motion passed with a 4 to 1 (Falcinelli) vote

Annexation Agreement for Middletown Park – Commissioner Bussard motioned to accept the proposed annexation agreement as presented, seconded by Commissioner Goodman. Bruce Dzielinski, 7769 Coblenz Rd., asked what is the benefit for the Town and was told this is an administrative clean up and could possibly affect the water allocation. Bob Smart mentioned this area is already included in the Town’s water allocation. The motion before the Board passed with a 5 to 0 vote.

Middletown farmers Market Sign – Katherine Phillips was present and asked if the Board would consider a 2 sided sign. By general consent, the Board agreed with the 36” x 48” sign with a small sign at the bottom to indicate when it is open/closed. Staff will identify an area for placement, subject to Ms. Phillips approval.

Broad Street Re-Opening Discussion – Burgess Miller met with representatives from State Highway to discuss the opening of Broad Street from Route 17. Amy Winchester, 203 Franklin St., Josette Dent, 200 E. Main St., Brandi Wynn, 205 Broad Street, J. T. Manson and Lewis Corl, 110 Linden Blvd. discussed:

Having right turn only for vehicles heading north on Route 17 and then right turn onto Franklin

No left turn or vehicles heading south on Route 17

Intersection of Broad and Main Streets very narrow

Speed is a great concern

Safety concerns for children walking to school

From 6 p.m. until 6 a.m. the Fire Department is on a volunteer basis

Installing an electronic gate for emergency vehicles only.

Amy Winchester presented to the Board a petition signed by 30 residents opposing the re-opening of Broad Street.

Admar Annexation Discussion of Water Allocation for Active Adult – As a guideline the Town uses 250 gallons per day per Family/Active Adult, the State uses 250 gallons per family and 150 gallons for Active Adult. If the Town reduces the guideline to 200 gallons for the Active Adult, this would generate an additional 18 taps. Commissioner Bussard mentioned this policy was put in for a reason and he is concerned with traffic. Mr. & Mrs. Alex Kundrick, 3 Crone Lane asked if this reduction would be all over or just the Active Adult and was told just the Active Adult. They are against this change if it would increase traffic flow. Mr. Dzielinski said it appears the Town is being a peace mealer. Buggess Miller explain this is just for discussion at this time.

Fireman's Lane Dedication to the Town – James Goodman stated the FD Board wants to keep this lane as is and they would be responsible for maintenance and upkeep and would like to revisit again in a year's time. The Fire Department would need to grant an easement to the Town.

REPORTS OF COMMITTEES

WATER & SEWER – Commissioner Falcinelli reported:

Water usage - 306,000 gallons per day

Spring Flow – 132,000 gallons

June Meeting – Cancelled

Billing Policy – Committee looking into updating this policy to include monthly billing. Once this policy is established the Glenbrook Subdivision will be used as the test area.

PUBLIC WORKS – Commissioner Bussard reported:

Walnut Street Bridge – Work has started

Memorial Park – replaced basketball nets

Municipal Center – install AC window unit in the Deputies' office. Staff is obtaining prices to replace the unit that serves that upstairs area.

Dump Truck – is in being repaired at a cost of \$1,000.00

Wiles Branch Park – painted picnic tables

Town employees have painted some yellow curbs, changed banners, take 3 fire hydrants to be sand blasted and cold patched some areas.

PLANNING COMMISSION – No report

PARKS & RECREATION – No Report

FINANCE – No Report

PUBLIC INFORMATION – Commissioner Falcinelli reported:

Quarterly update – Please give Ann items you want included in this update.

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 5K & 10K run in Middletown – Atlantic Edge a profit enterprise is requesting the Town's endorsement for the November 2, 2013 run. By general consent, the Board agreed to table this and request more information.

PUBLIC COMMENTS

Josette Dent – asked the status on sidewalks and was told that sidewalks repairs along Main St. is pending on the Streetscape program.

Michael Brennan – Thanked the Board for recognizing his daughter and if he was not being transferred he would be living in the Middletown Community. The Board thanked Mr. Brennan for his service to our country.

Bob Smart – mentioned that Cris Moore is retiring and that this is her last meeting.

ANNOUNCEMENTS

June 24, 2013 Town meeting cancelled due to the MML Convention

Monday, July 8, 2013 at 6:00 p.m. Room dedication to Louise V. Snodgrass

June 14, 2013 – Movie Night at the Middletown Park

June 29, 2013 – Independence Day with fireworks celebration at Middletown Park

July 4, 2013 – Town Workshop cancelled

MEETINGS FOR THE MONTH

<i>Planning Commission Workshop</i>	<i>Wednesday, June 12, 2013</i>	<i>7:00 p.m.</i>
<i>Water & Sewer Committee</i>	<i>CANCELLED</i>	
<i>Planning Commission</i>	<i>Monday, June 17, 2013</i>	<i>7:00 p.m.</i>
<i>Parks & Recreation</i>	<i>Tuesday, June 18, 2013</i>	<i>7:00 p.m.</i>
<i>Town Board Meeting</i>	<i>CANCELLED</i>	<i>7:00 p.m.</i>
<i>Main Street Board</i>	<i>Thursday, June 27, 2013</i>	<i>7:00 p.m.</i>

ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 9:05 p.m.

Respectfully submitted,

Christine H. Moore
Administrative Assistant