

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

September 9, 2014

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on September 9, 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, Rick Dietrick, Jennifer Falcinelli, Tony Ventre and Christopher Goodman.

CONSENT AGENDA

Town Minutes – August 25, 2014 Regular meeting

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

PERSONAL REQUESTS FOR AGENDA:

- *Presentation of Community Garden Recognition to Youth Gardeners* – Burgess Miller presented the Youth Gardeners with certificates.
- *Andy Mackintosh – AC Jets* – Mr. Mackintosh wanted to know if the Board has come to a conclusion yet in regards to the AC Jets property. Burgess Miller stated that the Board has not come to a conclusion, that they have had some preliminary discussions but no decision has been made. Mr. Mackintosh stated that he would like to have an open discussion with the Board to discuss what they would want to see in this development. Burgess Miller stated that the Board and the Planning Commission have a joint meeting in October and this will be on the agenda. Burgess Miller advised Mr. Mackintosh that possibly by December we may have more information or even a decision.
- *Brandi Wynne, 205 Broad Street* – stated that she submitted a letter to Burgess Miller about the speed on Broad Street. Mrs. Wynne stated that there are a lot of children on this street now. Mrs. Wynne stated that there are 9 children from Locust Street to Franklin Street that are in either the elementary school or the primary school and these children have to walk to/from the schools. Mrs. Wynne stated that she has to cross her children to the other side of the street as there is no sidewalk that goes all the way down to Franklin Street from her house on the north side of Broad Street. Commissioner Goodman stated that since the staff painted the speed limit signs on S. Jefferson Street he has not heard of any complaints since. Burgess Miller stated that the Town staff will update the signage along Broad Street, ask that the resident deputies make their presence known and paint the speed limit on the street as we did on S. Jefferson St.

Unfinished Business:

Ordinance 14-08-03 – Adult Entertainment Business – Burgess Miller stated that this Ordinance not to advocate for this type of business but to be more restrictive of where a business of this nature can go in town. Burgess Miller stated that the public hearing was held on September 4, 2014 at that time we heard from a resident asking to include language in the ordinance to be 600 feet from residential properties. The Board agreed to add this language to the Ordinance. The Ordinance now needs to go back to the Planning Commission for their review and we will have to have another public hearing.

Ordinance 14-08-04 – Active Adult Regulations & Cluster Developments – Motion by Commissioner Goodman to approve Ordinance 14-08-04 as presented, seconded by Commissioner Dietrick. Motion carried 6-0.

Design Manual Amendments – Burgess Miller stated that the Staff Planner found some things within our Design Manual that need to be updated. Those amendments pertain to the SWM Design, Storm Drain design and Streets & Roads design. Motion by Commissioner Bussard to approve the Design Manual Amendments as presented, seconded by Commissioner Ventre. Motion carried 6-0.

Discussion of Dog Park – Yearly Operational Costs – Drew stated that he spoke to Paul Dial with Frederick County Parks & Rec. Mr. Dial stated that their dog parks are heavily used. Mr. Dial stated that their parks have 2 areas for small dogs and 2 areas for large dogs, they alternate the areas for the dogs to use so that the grass does not get torn up too bad. Drew stated that it would cost approximately \$2,500 a year for the Town to maintain these areas. Commissioner Ventre stated that he has had a few people volunteer for the dog park committee. Burgess Miller stated the this grant will on the September 22nd Town Meeting for a vote to accept or reject.

REPORTS OF COMMITTEES –

WATER & SEWER – Commissioner Falcinelli reported:

Spring flow: 115,000 gal., East WWTP 133,000 gal., and WWTP 138,000 gal.

Lead & copper samples have been collected and data submitted to MDE.

Water & sewer committee meeting – September 17, 2014 at 7pm.....webinar on ebilling.

Hydrant flushing – October 13-17, 2014.

PUBLIC WORKS – Commissioner Bussard reported:

The maintenance guys have been busy – power washed & stained the walking bridges, painted curbs throughout town.

New dump truck is to arrive in a few weeks

Reminder that it is the property owner's responsibility to cut back the trees/bushes to make the sidewalks clear for the kids to walk to/from school.

Bulk Trash pick-up scheduled for Oct. 25, 2014.

Patching contract – about 50% done.

PLANNING COMMISSION – Commissioner Goodman reported:

No meeting in August. On the Agenda for September is Asian Café overflow parking, Middletown Valley Apts. Revised plan, Cross Stone Commons and discussion about gun retail business regulations.

PARKS & RECREATION – Commissioner Ventre reported:

The park committee would like to install a bench at Remsberg Park, the Board was ok with the location of this bench.

Park signage – Park Committee did not like what was drafted by Ms. Baker, they are going to meet with her and see if she can do what they want.

Baseball field – MVAA wants to move forward with the baseball field. They are wanting the Town to contribute 25% of the total cost.

FINANCE – Commissioner Dietrick reported:

Davenport & Associates – was here on September 4, 2014 went over the Town's financial situation.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

2nd draft of the Directory has been done, hoping to get it to the printers within the next week.

NEW BUSINESS:

Resolution for Sustainable Maryland Certified Municipal Certification Program – Motion by Commissioner Ventre to approve the Resolution as presented, seconded by Commissioner Falcinelli. Motion carried 6-0.

Proclamation for Constitution Week – Burgess Miller stated that September 17, 2014, marks the two hundred twenty-seventh anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention. It was the consensus of the Board to approve this proclamation.

Water Meter Technician – Job Description – Motion by Commissioner Falcinelli to approve the job description for the water meter technician as presented, seconded by Commissioner Bussard. Motion carried 6-0.

Smithfield House for sale – Burgess Miller stated that Jim Nicholson who currently owns Gladhill furniture also owns the Smithfield house which is the oldest house in town. Mr. Nicholson came to the Town and stated that he would sell the house to the Town for \$150,000. The Board agreed that they are not interested in purchasing the house.

PUBLIC COMMENT: None

ANNOUNCEMENTS:

The Town is asking for volunteers to serve on the Town’s Ethics Commission. Please submit a letter of interest to the Town Office.

4.12.010 There is a Middletown Ethics Commission that consists of three (3) members who are appointed by the Burgess and confirmed by the Commissioners each to serve two years or until a successor takes office. Each member of the Ethics Commission shall be a resident of the Town of Middletown at all times during their term of office. The members of the Ethics Commission may be compensated for performing their duties at such rate as may be determined from time to time by resolution of the Burgess and Board of Commissioners. Volunteers cannot be members of any other committee with the Town.

ADJOURNMENT

Meeting adjourned at 8:15pm. with the Board entering into Executive Session for a personnel matter.

Respectfully submitted,

Ann Griffin
Office Manager