

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN WORKSHOP MEETING MINUTES

### WORKSHOP MEETING

November 3, 2022

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on November 3, 2022, by Burgess Miller at 7:00 p.m. Present were Commissioners Jennifer Falcinelli, Rick Dietrick, Kevin Stottlemeyer, and Jean LaPadula. Commissioner Goodman attended the meeting via Lifesize.

### PUBLIC MEETING:

**Discussion with Residents Regarding a Proposal for Changing South Jefferson Street to One-Way from Boileau Alley to Washington Street** – A resident previously wrote to the Town Board regarding safety concerns over the parking situation on South Jefferson Street. This is the oldest street in Middletown and is very narrow. The section of South Jefferson under discussion is a two-way section with on-street parking so driving is hazardous. Those residents exiting their driveways have extremely limited visibility. The Director of Public Works (DPW) was asked to review the issues and offer practical solutions. His recommendations included 2 alternatives to address the issues and have been reviewed previously. The DPW's preferred alternative is to convert South Jefferson Street into a one-way street from Boileau Drive heading north to Washington Street and to relocate all parking to the east side of the street in this section. A letter was sent to all property owners on that street and Washington Street notifying them of the public meeting and providing them information on the recommended alternative.

**Tonight:** Residents from South Jefferson and Washington Streets attended this public meeting. Burgess Miller read a prepared statement which reviewed the purpose of the public meeting this evening. This public meeting is a fact-finding opportunity by the Town Board to hear from the residents of that neighborhood; their concerns, feedback on the proposed alternative, and possible other proposed alternatives to address the safety concerns raised previously. The three issues with South Jefferson Street are the cut-through traffic, the limited parking, and the speeding that occurs. The Town Board would not be making any decisions at the workshop. The Director of Public Works (DPW) reviewed the actions taken when devising the preferred alternative, and the alternative itself (see previous paragraph for explanation).

Many residents present stated they were not in favor of making any changes to the current traffic pattern in South Jefferson Street. Several residents expressed how making those changes would make the traffic problems worse. Changing the traffic pattern would have an increase in traffic on Washington Street. The intersection of Washington and South Church Streets is a dangerous intersection for those turning off Washington Street onto South Church, which would be exacerbated with the increase in traffic due to the changes on South Jefferson Street. Several stated that if the Town was going to make any portion of South Jefferson one-way, they should make the whole street one-way. Options offered to assist with the issues included painting the curb yellow on each side of all the driveways along South Jefferson Street to discourage parking so close to driveway entrances, painting parking spaces on South Jefferson Street, repainting the 25MPH signs in the street. Placing "No Thru Traffic" signs at each end of South Jefferson Street, opening the alley behind the properties on the west side of South Jefferson so there is parking available to the property owners along that alley, placing a "No Left Turn" sign across from the rear entrance to the Church Street Business Center on Boileau Drive, and making the Boileau Alley from

South Jefferson to Jefferson Village one way only. The Town Board thanked those residents present for their comments and input.

Public hearing ended at 8:04PM.

**STAFF REPORTS:**

**Deputy Report** – Commissioner Falcinelli reviewed the report.

**Staff Planner Report** – Cindy reviewed her report.

**Engineer’s Report** – Bruce reviewed his report

**Main Street Manager Report** – Becky was absent. Her report was included in the meeting packet.

**Zoning Administrator’s Report** – Robert reviewed his report.

**CONSENT AGENDA:**

- **Performance Award** – The DPW has submitted a performance award for Water & Sewer Operator Kurt Miller for his time working as part of a 2-man crew when Water & sewer was down 2 employees and handling a large majority of the on-call time during that period and during the train up of the new employees. This occurred during June, July, and August 2022.
- **Town Meeting Minutes**
  - *October 24, 2022 – Town Meeting*

**UNFINISHED BUSINESS:**

**Discussion of Increase of Water & Sewer Usage Rate by 3%** – The public hearing on this proposed increase has been scheduled for Thursday, December 1, 2022, at 7:00PM.

**Update on Streetlight Buyback Program** – The Town Board is reviewing this item as a possible cost savings. In 2016 The Town was in discussion with Potomac Edison (PE) regarding a cost savings measure of buying back the streetlights within town limits. It did not occur. In 2022 staff was asked to reopen the Street Buyback discussion with PE and collect the updated information on potential cost savings. PE would have to review the sale price since it has been 6 years since the last evaluation. If the Town moved forward with the streetlight purchase the Town would have to install disconnect switches to each of the 544 streetlights identified for purchase. These switches costs are in addition to the cost of the streetlights purchase. Additionally, the Town would have to add in maintenance costs for those streetlights. PE offered an alternative in which PE would switch all existing streetlights to LED. PE maintains ownership but the cost per month for each streetlight drops from \$22/month to \$13/month. This would lead to an annual savings of \$58,752. Estimated time to changeout all streetlights to LED, one year.

This would generate immediate savings. Staff will contact PE to negotiate any further savings if the Board chooses to approve this proposal. The Town Board will be provided a summary of the updated information once it has been received and compiled.

**Discussion of Community Deputy Program** - The Town Board is doing a budget analysis on various items to determine any cost savings. One item being reviewed is the Community Deputy contract. There are multiple options to discuss. The Sheriff previously stated that if the Town cut a deputy position it could enter a Special Enforcement Division contract to address speeding in Middletown. Whatever the decision, the Town must notify the Sheriff by January 2023.

The Town Administrator provided a cost per capita summary to the Board. According to 2018 statistics (pre-covid) the national average on the cost for law enforcement is 3.1% of the budget. The Maryland state average is 6.5% of the budget. Middletown is currently spending 13.69% of its budget on law enforcement. When tax equity is factored in, the Town is looking at a net savings of \$50-54,000 annually, not one third of the total contract. However, a Special Enforcement Division contract would cost approximately \$50,000 annually. The Town Board will have to look elsewhere for cost savings. This will be an item on the November 14<sup>th</sup> Town Board meeting. The Sheriff will then be officially notified of the decision.

**Review of Proposal from ATC Corp – Pickleball Courts** – ATC Corp is developing a revised bid with clarification regarding the 30-day increase mentioned in the proposal. The Town Board should have it at the November 14<sup>th</sup> Town Board meeting.

**NEW BUSINESS:**

**FY 2024 Property Tax Set Off from the County** – The Town Administrator has received notification from the County regarding the 2024 Property Tax Set Off. The Town can choose either Tax Rebate or Tax Differential. This will be an item on the November 14<sup>th</sup> Town Board meeting.

**PUBLIC COMMENTS:** None.

**ANNOUNCEMENTS:**

- *Valley Craft Network Annual Studio Tour – November 19-20, 2022*
- *Small Business Saturday – November 26, 2022*
- *Christmas in the Valley – Saturday, December 3, 2022*

Workshop adjourned at 9:06 PM.

Respectfully submitted,

Annette Alberghini,  
Office Manager



# *Middletown Community Deputies*

## *Monthly Activity Report*

October 2022

Dfc. Kelly Hewitt #0412

Dfc. Chudoba #0409

Dfc. McCarrick #0485

### Traffic Stats

Citations Issued: 6 (51)  
Warnings Issued: 79 (1067)  
Repair Orders Issued: 1 (16)  
Accidents: 7 (46)  
Selective Enforcement: 50 (474)

### Arrest Stats

Criminal Arrests: 0 (1)  
Traffic Arrests: 0 (8)  
Juvenile Arrest: 0 (3)  
Warrants/ Summons: 0 (12)

### Proactive Enforcement

Walking patrol: 28 (345)  
Bike Patrol: 0 (32)  
Talks Cards: 34 (392)  
Patrol Checks: 329 (3144)  
School Safety Checks: 59 (548)

### Calls for Service

Burglaries: 0 (4)  
Thefts: 1 (11)  
Destruction of Property: 1 (16)  
Noise complaints: 0 (11)  
Juvenile complaints: 0 (10)  
Disorderly Conduct: 5 (15)  
Suspicious Activity: 12 (61)

## **Drug Incidents / Attempted Overdose**

## **Special Events/ Important Information**

-10/07 DFC McCarrick responded to a vehicle fire parked along the curb located at 115 Ivy Hill Dr. The Fire Marshall arrived on scene to investigate and found no signs of suspicious activity.

-DFC McCarrick is investigating a destruction of property to a motor vehicle with substantial damage. He obtained suspect information and investigation is on-going.

-Deputies present for the scarecrow event.

-Deputies present for Halloween Parade.

## **Accidents**

E Main St at Middletown PKWY

Franklin St at Prospect St.

S Church St. at Christ Reform Church

Bussard Dr. at W Main St.

26 W Main St. – DFC Chudoba investigated a single vehicle crash into the street light support pole and pedestrian sign support pole, Middletown property was damaged. Case number provided to the town administrator.

211 E Main St at BP

E Main St. at Middletown PKWY