

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

VIRTUAL TOWN BOARD MEETING MINUTES

TOWN MEETING

March 22, 2021

The virtual meeting of the Burgess and Commissioners of Middletown was called to order on March 22, 2021, by Burgess Miller at 7:00 p.m. Present via Zoom were: Commissioners Christopher Goodman, Jennifer Falcinelli, Jean LaPadula, Kevin Stottlemyer, and Rick Dietrick.

BUDGET WORKSHOP

FY2022 Water & Sewer Operating Budget – The proposed Water & Sewer operating fund was reviewed. This is the first review for the Town Board. This proposed budget indicates no water/sewer rate increase.

FY2022 -FY2026 Water & Sewer – Capital Improvement (CIP) – This is the first review for the Town Board. The budget was reviewed line by line. The Town Administrator reviewed the projects scheduled for the next fiscal year. It was recommended to include the Memorial Hall development in the budget when calculating tap fees.

PERSONAL REQUESTS FOR AGENDA: None.

CONSENT AGENDA:

- **Budget Amendments**
 - **21-01 – Annual Flower Expenses:** The cost for the town flowers has increased to \$9000.00. This requires an increase in the line item of \$2500.00. There is money in the General Fund to cover the cost increase. Commissioner Goodman motioned to approve Budget Amendment 21-01 - \$2500.00 for town flowers as presented. Seconded by Commissioner LaPadula. Motion approved (6-0).
 - **21-02 – Well Pump Replacements:** The Director of Public Works reported at the March workshop that the Town is replacing one of the pumps at the Brookridge Pump station as it was determined not worth repairing once it was pulled. The other pump will be pulled and refurbished next fiscal year. Also, at that time a spare pump will be purchased. Under unbudgeted expenses the Town has had to pull and replace 3 well pumps this year. The costs for those well pumps were offset by the savings of no sludge being hauled October through December 2020. This budget amendment would move \$7,862.00 from sludge hauling to cover the expense of the well pump replacements. Commissioner Falcinelli motioned to approve Budget Amendment 21-02 - \$7862.00 for well pump replacement as presented. Seconded by Commissioner Goodman. Motion approved (6-0).

- **Town Meeting Minutes**
 - *March 4, 2021 – Town Workshop*
 - *March 8, 2021 – Town Meeting*

Motion: Commissioner Falcinelli motioned to approve the financial statements and meeting minutes as presented. Seconded by Commissioner Goodman. Motion approved (6-0).

UNFINISHED BUSINESS:

Comprehensive Plan – Chapter Review – Town Board members were asked to review the Growth Boundary Map. The Water Resource element of the Comp Plan relies on the growth boundary and projected future water and sewer demand as part of its information. The Town Board must decide whether to keep it the same as the 2010 Comp Plan or to make changes. This would impact the AC Jets property if that annexation were approved. This will be an item at the next joint town board planning commission meeting. Board members were asked to send their ideas to the Staff Planner.

Ordinance 21-03-21 to Establish Automatic Expiration of Improvement Plan after Three (3) Years – This ordinance addresses automatic expiration of all approved improvement plans after three years. This ordinance corresponds with proposed updated Ordinance 21-01-01 which established expiration dates for all town approved site plans. There are two grandfathered properties within town limits with improvement plans that were approved prior to the approval/addition of sunset provisions to the Town Code in November 2010. Neither property has had any type of action/development taken since the approval. If the ordinance is approved, the two property owners would have 3 years from the effective date of this ordinance approval in which to begin work on the property. A public hearing by the Town Board is scheduled for the Town workshop on April 1st. That is the opportunity for public comment from residents.

Ordinance 21-01-01- Amendments to Establish Expiration Date(s) for All Site Plans – There is a sunset provision within the Town Code which states once a site plan is approved the individual has 3 years to complete the work before the site plan will expire and the site plan would have to come before the Planning Commission again for review and approval. As stated previously, there are two grandfathered properties within town limits with site plans that were approved prior to the approval/addition of sunset provisions to the Town Code in November 2010. Neither property has had any type of action/development taken since the approval. If the ordinance is approved, the two property owners would have 3 years from the effective date of this ordinance approval in which to begin work on the property. A public hearing by the Town Board is scheduled for the Town workshop on April 1st. That is the opportunity for public comment from residents.

Bids for Booster Station Upgrade – The Town received four bids for this project on February 25, 2021. The bids ranged from \$397,611.00 to \$537,980.00. This project will also require an additional VFD direct cost of \$45,000. There is \$200,00 in the current budget for this project. Public Works will be requesting an additional \$250,000 in the FY2022 budget to cover all costs. Bids for the project are good for 120 days. This project must be done. The Director of Public Works is in discussion with the motor manufacturer regarding lead time of motor fabrication after shop drawing approval. The tentative plan is to have this project completed by September 2021.

Motion: Commissioner LaPadula motioned to award the contract to Johnston Construction for \$397,611.00 as presented. Seconded by Commissioner Falcinelli. Motion approved (6-0).

Closure of the Recycling Center - This is a reminder that the recycling center at the Middletown Community Park will permanently close at the end of the day April 30th.

NEW BUSINESS:

Request for Handicap Space – Prospect Street – The resident at 210 Prospect Street has requested the installation of a handicap parking space in front of their residence. They do not have a driveway and have a dependent that is wheelchair-bound. The Director of Public Works recommends placing the handicap parking space just past the bank of mailboxes located near the property. This will be a public parking space that anyone with a handicap sticker, placard, or license plate will be able to use as well.

Motion: Commissioner Dietrick motioned to approve the placement of the handicap parking space on Prospect Street as presented. Seconded by Commissioner Stottlemeyer. Motion approved (6-0).

Municipal Stimulus Estimates – The Town has received information from Senator Ben Cardin regarding the recent Congressionally approved Covid-19 Stimulus Bill, as it pertains to State and local municipalities. It projects Middletown receiving \$4,000,000.00 over the next 2 years. The document included very broad guidelines as to how the monies could and could not be spent. Municipalities are awaiting further guidance. Town Board members were asked to identify possible ways to utilize these funds.

MML Conference Status – The In-Person Summer MML conference is June 27 – June 30, 2021 in Ocean City. Due to current Covid restrictions attendees are limited to two delegates from each municipality. Commissioners Stottlemeyer and Falcinelli are registered as the delegates from Middletown. Commissioner LaPadula is registered as part of the New Market delegation due to employment. Open registration for any remaining seats is March 26, 2021. With vaccines available, there is optimism that the conference will open to more attendees as the dates draw closer.

Crossing Guards Additional Pay – March 13,2020 ended in-person attendance at schools due to the pandemic. Crossing guards lost that income for the rest of the school year. Several crossing guards rely on this income to offset their personal expenses. Burgess Miller proposes to pay the crossing guards the lost income from March 13th through the end of June 2020. Also proposed is a small stipend to be paid to the lead crossing guard who coordinates the Town crossing guard program.

Motion: Commissioner Goodman motioned to approve paying the crossing guards their wages lost from March 13th through the end of June 2020. Seconded by Commissioner LaPadula. Motion approved (6-0).

A letter will be written, signed by the Burgess, the Commissioners and the Town Administrator which conveys the Town's appreciation for all that our crossing guards do.

PUBLIC COMMENTS:

Cable Committee – Bob Smart, 7525 Coblenz Road, reported that over 300 individuals have completed the survey. The responses to the survey will assist the committee as they speak with potential internet providers. He encourages those who have not taken the survey to please do.

As a reminder, the committee meets weekly on Wednesdays via zoom, and all are welcome to participate. Their meeting information can be accessed via the community calendar on the town website.

ANNOUNCEMENTS:

- *Recycling Center at Middletown Community to Close Permanently – The recycling drop-off site located at the Middletown Community Park will be permanently closed May 1, 2021. The dumpster and fencing will be removed.*
- *Thursday, April 1, 2021 at 7:00PM – Public Hearings on Ordinances 21-01-01 & 21-03-01 Site Plan and Improvement Plan Expiration Dates*

Meeting adjourned at 8:04 PM.

Respectfully submitted,

Annette Alberghini,
Office Manager