

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

TOWN MEETING

March 28, 2022

The meeting of the Burgess and Commissioners of Middletown was called to order on March 14, 2022, by Burgess Miller at 7:00 p.m. Present were Commissioners Kevin Stottlemyer (remotely), Christopher Goodman, Jennifer Falcinelli, Rick Dietrick and Jean LaPadula.

PUBLIC COMMENTS: None.

PERSONAL REQUESTS FOR AGENDA:

Mr. Tim Ailsworth – Executive Director for Local Government Insurance Trust (LGIT) – Mr. Ailsworth presented a claims refund check to the town in the amount of \$12,347.00. The refund was due to town employees maintaining their health through this past year. Commissioner Falcinelli recommended developing other ideas which would promote employee health and wellness.

CONSENT AGENDA:

- **ARPA Project Progress Report**
- Town Meeting Minutes
 - March 3, 2022 – Town Workshop
 - March 14, 2022 – Town Meeting

Motion: Commissioner Goodman motioned to approve the consent agenda as presented. Seconded by Commissioner Falcinelli. Motion passed (6-0).

UNFINISHED BUSINESS:

Comprehensive Plan – Municipal Growth Element – Commissioner LaPadula stated that the Planning Commission has been focusing on the information contained in the charts of this chapter. The information now focuses on Middletown and the Middletown valley and does not include information from other municipalities within the county. Information will also be included in support of Municipal Growth Goal #4. Maintain the historical rural community nature of the Town. There is reference to the importance of water availability when discussing potential growth in the first paragraph and in the background including reference to the residential development policy as an appendix. It was recommended that it also be included in the relevant charts within the chapter and adding additional verbiage where appropriate.

Review of Franchise Agreement with Shentel – The Town Board reviewed the legal opinion provided by the Town Attorney. The wording in the proposed agreement is almost verbatim the same language used in the agreement with Comcast. Shentel developed their agreement using the Comcast agreement as a guide. The Town Attorney provided recommendations that would alter the terms of the contract so that it is slightly different than the current contract with Comcast. The Town Attorney's comments were shared with Shentel for feedback. The Town Board granted staff the authority to meet with Shentel representatives to review and update the agreement. The updated agreement will be brought before the Town Board for a vote.

Proposed Amendments to the Water & Sewer Billing Policy - Due to issues with the USPS, town residents have not been receiving their water bills in a timely manner. This has resulted in the late fees being imposed. Residents have asked for those fees to be waived. The Water Sewer committee has proposed granting the Town Administrator the authority to waive water/sewer fees under certain circumstances. The proposed update to Municipal Code section 13.12.040 was reviewed. It was recommended that the authority to waive water/sewer fees be amended to include the Town Administrator or his designee.

Motion: Commissioner Falcinelli motioned to approve the proposed amendment changes to the water and sewer billing policy as presented to include the addition of designee. Seconded by Commissioner LaPadula. Motion passed (6-0).

NEW BUSINESS:

Request for Partial Funding of Subdivision Sign – Brookridge South – The sign signifying the entrance into the Brookridge South subdivision has deteriorated beyond repair. Town policy states that all new signs must be constructed of permanent materials. Town policy does not include the Town assisting in any replacement costs for such signs. Brookridge South does not have an HOA so it will fall upon the residents of the subdivision to bear the cost of its replacement. Approximately half of the residents of that subdivision agreed to contribute to the costs. The residents received 3 quotes for the sign replacement. A design and quote for a permanent replacement sign has been secured by those residents at a cost of \$10,289.00. The residents are requesting the Town fund \$5000.00 of that cost. The residents will do the landscaping around the sign out of pocket. It was recommended that the Town policy be updated to allow for Town financial support of these types of permanent sign replacements on a case-by-case basis. Discussion occurred whether to approve this request this evening, and then update the Town policy, or to update the Town policy first. Residents were asked to confirm the sign’s wording. Town staff will provide proposed changes to the Town’s policy to have ready for the April 7th workshop. No action taken.

Appointment of Election Judges for Town Election – The list of election judges was presented to the Town Board for approval.

Motion: Commissioner Falcinelli motioned to approve the list of election judges as presented. Seconded by Commissioner LaPadula. Motion passed (6-0).

West WWTP Upgrade – Review of RFP - The Town Administrator stated that the State has opened access to the Bay Restoration Fund to smaller municipalities. This would provide potential grant monies to upgrade the West Wastewater Treatment Plant (WWWTP). The lagoon at the WWWWTP is old technology and is one of three left in the state. As the State requirements get more and more strict, eventually the WWWWTP will not be able to meet those requirements. Upgrade options available are: 1. Upgrade the WWWWTP lagoon to an enhanced nutrient removal plant (ENR), or 2. Convert the WWWWTP to a pump station and pump the waste to the East Wastewater Treatment Plant (EWWWTP) and upgrade the EWWWTP. The Town Board has a draft Request for Proposal for review on this agenda item. There is no action to take on this item this evening.

PUBLIC COMMENTS: None.

ANNOUNCEMENTS:

- *Town Elections – Monday, April 4, 2022 – 7:00AM to 8:00PM. It will be held upstairs in the MVAA meeting area due to easier handicap access and parking through the rear entrance of town hall.*
- *Coloring the Street – Saturday, April 23, 2022 – 10:00AM to 3:00PM*
- *Green Expo – Saturday, April 23, 2022 – 10:00AM to 2:00PM – Memorial Park*
- *Tree Planting Event – Friday, April 29, 2022 – 10:00AM to 12:00PM – Wiles Branch Park*

Workshop adjourned at 8:08 PM.

Respectfully submitted,

Annette Alberghini,
Office Manager