

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

**TOWN WORKSHOP MEETING MINUTES**

**WORKSHOP MEETING**

**May 7, 2020**

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on May 7, 2020, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Christopher Goodman, Jennifer Falcinelli, Jean LaPadula and Rick Dietrick.

**BUDGET WORKSHOP:**

**FY 2021 General Fund Operating Budget (First reading)** – The proposed FY2021 budget was reviewed. The general revenue shows a proposed 22% decrease due to the impact from the CPVID-19 pandemic. Budget adjustments can be made throughout FY2021 as needed. The Town Board asked that the FY2020 numbers be added to this worksheet. It was recommended to review both the FY2021 General Fund Operating Budget and FY2021 General Fund Capital Improvements Program Budget together at the Monday, May 11, 2020 Town Board Meeting. The community groups will also be presenting their requests at that time. Two of those groups will be asking for lesser amounts due to cancelled events. The Heritage Festival Committee may request more funds because corporate sponsorship may be down this coming September.

Budget meeting adjourned at 6:53 PM.

**PERSONAL REQUESTS FOR AGENDA:**

**RedSpeed, Automated Traffic Enforcement** – A representative from RedSpeed USA contacted the town to see if there was interest in implementing this program. A representative from RedSpeed USA, Mario Hernandez, provided a presentation. In October 2009, the State of Maryland authorized the use of automated speed monitoring systems in school and highway work zones. The RedSpeed system utilizes radar technology to measure the speed of every vehicle that passes the camera. Vehicles found exceeding the posted speed limit by at least 12mph will be photographed to document the violation. After review and approval by an authorized law enforcement officer a citation including the violation photos and vehicle speed will be sent to the registered owner. The fine is \$40.00. If the fine is not paid the vehicle registration renewal may be flagged by the Maryland Motor Vehicle Administration. Monies collected must be invested back within the community for public safety. The Frederick County Sheriff does not approve of this type of program as he identifies it as a type of revenue generator.

**STAFF REPORTS:**

Community Deputy Report – A Deputy report was provided to the Burgess and Commissioners prior to the meeting. No Deputy was present to review.

Staff Planner Report – Cindy gave her report.

Engineer's Report – Bruce gave his report.

Main Street Manager Report – Becky gave her report.

Zoning Administrator's Report – Mark gave his report.

## **CONSENT AGENDA:**

- *Town Minutes – April 27, 2020 – Town Meeting*

## **UNFINISHED BUSINESS:**

**Comp Plan Community Conversation Event Remarks** – The facilitators for the Community Conversation event provided the Town Board with a summary of the information gathered at the March 7<sup>th</sup> event. Burgess Miller remarked that it was good data and will fit well with Chapter One. Some remarks did not apply to the Town they would be items that would have to be addressed at the County or State level. It was suggested that the Town Board and Planning Commission acknowledge where these changes came from; Middletown residents provided this information to improve Middletown's quality of life.

**Appointment of Standing Committees** – Burgess Miller has spoken with all incumbents regarding any interest in switching to be the liaison for other standing committees for the next 2 years. The incumbents would like to stay on their current committees. Commissioner LaPadula will be the liaison to the Planning Commission. Standing committees are asked to provide a list of their current members to the Burgess for continued appointment to their respective committees. Commissioner Goodman would like to add 2 additional members to the Parks & Recreation standing committee. If anyone knows anyone who may be interested, please have them contact the Town Administrator.

**Memorial Bench Program** – The Parks and Recreation Standing Committee would like to offer memorial benches for public sale, which when purchased could be placed along identified areas of the Town walking trails. Each bench would have a memorial plaque listing who the bench was memorialized for. Two types of benches being considered: Victor Stanley (cost including plaque \$1,250.00 – similar to the benches in front of the Town Hall) and Alpine Benches (cost including plaque \$720.00 – similar to the benches already on the walking trails). An order form was created for the Parks and Recreation Committee to review and approve. The Sustainability Standing Committee is developing a memorial tree program. Purchasing a memorial tree will somehow be added to the memorial bench form. Commissioner Goodman was invited to attend the Sustainability Committee's virtual tree subcommittee meeting this Monday, May 11, 2020 to discuss combining the two memorial program ideas.

**Text Amendment for Accessory Structures** – This was discussed at the last joint Town Board / Planning Commission meeting. Town Board members were encouraged to submit any additional questions or comments to the Planning Commission. This will be an agenda item at the Town Board meeting in June.

**Discussion of Text Amendment for Height of Building** – This will be removed as an agenda item until the Planning commission provides recommendations.

## **NEW BUSINESS:**

**Board of Appeals Vacancies** – There are 2 vacancies on the Board of Appeals. If anyone knows anyone who may be interested, please have them contact Burgess Miller or the Town Administrator.

**Wiles Branch Dog Park Fees** – Commissioner Goodman requested that the fees for accessing the dog park be added as an agenda item for the May 11, 2020 Town Board Meeting. This item has been discussed at previous meetings, but nothing was determined for the FY2021 year.

**PUBLIC COMMENTS:** None.

**ANNOUNCEMENTS:**

- *Please Complete Your Census Information – Middletown is currently at 77% completion.*

Workshop adjourned at 8:23 PM.

Respectfully submitted,

Annette Alberghini,  
Office Manager