

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN MEETING MINUTES

### REGULAR MEETING

August 14, 2017

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on August 14, 2017, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Larry Bussard, Rick Dietrick, Chris Goodman and Tom Catania.

### CONSENT AGENDA

*Town Meeting Minutes – July 6, 2017 - Town Workshop*

*July 10, 2017 – Town Meeting*

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

### PERSONAL REQUESTS FOR AGENDA:

**Joe Leonard – 400 Glenbrook Drive** – Mr. Leonard was present tonight to oppose the proposed striping the Town wants to do on Glenbrook Drive. Mr. Leonard just recently was made aware of this and although he was not prepared to voice his opposition he asked if the Burgess and Commissioners would delay making a decision until a later date.

Burgess Miller stated that Commissioner Falcinelli had found some discrepancies' within our definitions of a collector road, therefore no decision will be made tonight on the striping of our streets other than what was previously approved which was Layla Drive and Smithfield Drive. Burgess Miller advised Mr. Leonard to write a letter on behalf of the HOA on their feelings about striping Glenbrook Drive.

### Unfinished Business:

**Telecommunications Ordinance Discussion** – The first draft of this ordinance was presented to the Board. The Board noted that nowhere in the draft is there any reference to power sources which can also be a concern. Board asked staff to discuss this concern with the consultants.

**Memar Annexation Update** – Annexation agreement is currently being drafted by the Town Attorney.

**Remsberg Park Lighting – Request from MVAA for funds for power service for new light poles for multipurpose fields** – MVAA is asking the town to pay \$13,190 for the installation of the three-phase junction compartment and transformer needed to get the lights turned on. The Commissioners discussed and wanted to know where the money would come from in our budget as we have a very tight budget too. Burgess Miller suggested that he and Drew go back and meet with Scott Farrow, President of MVAA and Donny Delauter to see what type of agreement they can come up with. Burgess Miller will report back at the next meeting.

### REPORT OF COMMITTEES:

**WATER & SEWER** – Commissioner Falcinelli reported:

Water use for July – 302,332 gal., spring flow for May – 116,889, East WWTP treated 261,000 gals. and the WTP treated 171,900 gals.

Divers made a temporary patch on leak in reservoir but it's not going to hold.

I&I bid going out in September

The engineering and design of the reservoir bids are due August 16, 2017.

**PUBLIC WORKS** – Commissioner Bussard reported:

Streetscape Project – Poole & Son is currently laying the water line from Lombardy to Larch. According to the Bruce they are a little ahead of schedule as of now. If weather permits they will likely be able to finish Phase 10 and 11 to Coblenz Road.

Locust Blvd. – base pavement and curb has been installed on the south side of Locust. Wastler working on the north side now.

Bulk trash dates – October 14, 2017 and March 17, 2018.

**SUSTAINABILITY** – Commissioner Dietrick reported:

Honey bee pollen is down 60% in the State, our committee is actively working on promoting Bee keeping. Committee is working on a resolution to submit to the Burgess and Commissioners.

**PLANNING COMMISSION** – Commissioner Catania reported:

Workshop meeting on August 16, 2017 and Meeting on August 21, 2017. The Miller property (formally the Ingall's property) lighting plan and architect renderings are on the agenda.

**PARKS AND REC. COMMITTEE** – Commissioner Goodman reported:

Playground specialist are scheduled to install the final phase playground equipment between August 23-25.

Commissioner Goodman stated that last month he brought up purchasing benches for the Dog Park and Memorial Park with remaining POS funds. Commissioner Goodman motioned to purchase 4 benches (2 for the Dog Park and 2 for Memorial Park), seconded by Commissioner Falcinelli. Motion carried 6-0.

250<sup>th</sup> Anniversary T-shirts – Commissioner Goodman asked the Board if they wanted to purchase t-shirts to sell at Heritage? Commissioner Goodman stated that for 200 t-shirts would cost the Town approximately \$1400. If we sell the t-shirts for \$10 and \$12 we will make money on the shirts.

Commissioner Goodman motioned to purchase 200 t-shirts, seconded by Commissioner Bussard. Motion carried 6-0.

**PUBLIC INFORMATION** – Commissioner Falnielli reported:

Reminded residents to sign up for our email, text or phone notification system.

#### **NEW BUSINESS:**

**Bid Award – Remsberg Park Footbridge & Walking Trail** – The bids came in for the Remsberg Park Footbridge & Walking Trail. The lowest bid received was \$149,064.97 which is \$62,064.97 over budget. Drew stated that we had \$87K budgeted for this project. After much discussion it was the consensus of the Board to only spend the amount of funds budgeted and to focus those funds to install the path from Franklin Street to the bridge and install the bridge. Commissioner Falcinelli made the suggestion that we could do this entire project in phases and apply for grant money.

**Bid Award – Hollow Creek Streambank Restoration** – The lowest bid for this project came in at \$251,500 from Resource Restoration Group, LLC. Drew stated that we had \$243,000 budgeted for this project. Drew stated that we have the booster station pump bypass connection included in this budget but, this project was completed in FY17 and it came in under budget. Therefore, we do have \$10,000 left over from that project that we can put toward this project.

Commissioner Catania motioned to move that \$10,000 from the booster station pump bypass to the Hollow Creek Streambank Restoration which will make our budget \$253,000 for this project, seconded by Commissioner Goodman. Motion carried 6-0.

Motion by Commissioner Falcinelli to accept the bid of \$251,500 from Resource Restoration Group, LLC, seconded by Commissioner Goodman. Motion carried 6-0.

#### **PUBLIC COMMENT:**

#### **ANNOUNCEMENTS:**

- *Movie Night – Friday, August 18, 2017 “Finding Dory”*

**ADJOURNMENT**

Meeting adjourned at 8:40pm.

Respectfully submitted,

Ann Griffin  
Office Manager