

**BURGESS AND COMMISSIONERS  
OF MIDDLETOWN MARYLAND**

**TOWN MEETING MINUTES**

**REGULAR MEETING**

**August 27, 2018**

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on August 27, 2018, 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, and Chris Goodman.

**PUBLIC HEARING:**

**Capital Improvement Program Budget General Fund** – Burgess Miller stated that the budget presented shows the Tar Chip & Seal (TCS) for our street projects which saves us over \$4 million dollars. Drew stated that this was advertised properly and has been discussed for over 6 months. Burgess Miller stated that this shows a 5-year projection and with us using TCS we are able to stay in the positive for the next 3 years. Commissioner Falcinelli stated that the reason our budget looks this way is due to the Highway User Revenue being taken away from the Municipalities for many years.

**Capital Improvement Program Budget Water & Sewer Fund** – Burgess Miller stated that the Water & Sewer CIP is fairly healthy until we get to Fiscal Year 2022 & 2023. Burgess Miller stated that the reason we are in the positive is due to the tap fees that we would receive from the Memar Annexation that would begin building in 2023. Drew stated that this budget was advertised properly and again has been discussed for over 6 months. Commissioner Falcinelli stated that this budget shows the \$2.7 million loan for the Main Street waterline and the \$1.8 million loan for the Reservoir tank upgrade. David Lake, 24 E. Green Street – asked what the status of the water supply line from the well fields to the pump station? Drew stated that cost is included in the construction cost of the proposed tank.

Public Hearing ended at 7:20pm.

**CONSENT AGENDA**

*Town Meeting Minutes – August 2, 2018 - Town Workshop  
August 13, 2018 – Town Meeting*

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

**PERSONAL REQUESTS FOR AGENDA:**

**Unfinished Business:**

**Discussion of Establishing Petition Procedures** – Burgess Miller stated that last month we drafted some petition procedures that were then forwarded to our attorney for his review. Mr. Clapp made some revisions to the procedures which were presented to us at our first meeting in August. The Concerned Citizens Group presented us with some questions. Burgess Miller answered those questions (copy attached herewith). The Commissioners all agreed with what was presented and the answers that Burgess Miller gave. Commissioner Falcinelli added that she thought we should add to #6 that we will adhere to the State Law.

Elizabeth Bauer, 8097 Geaslin Drive – who is with the Concerned Citizens Group asked if Burgess Miller could email his answers to their questions.

The Burgess & Commissioners will vote on the petition procedures at one of the September meetings.

**Recommendation on Microbrewery Text Amendment** – Burgess Miller stated that there are 2 options in front of you of how you wish to have Microbreweries added to the Zoning Code. Option 1 – to add microbreweries as a special exception use in the TC district, or Option 2 – to add microbreweries under light assembly and fabricating list.

After much discussion, it was decided to have the attorney draft the Ordinance to add microbreweries under light assembly and fabricating list with the provision that the adjoining neighbors will be notified. The Board would like to have adjoining neighbors notified whenever the Town receives a site plan so that the residents are aware of what is being proposed. Drew stated that he will discuss this with Burgess Miller at the next staff meeting.

Motion by Commissioner Bussard to add microbreweries under light assembly and fabricating list with the provision that adjoining property owners are notified, seconded by Commissioner Goodman. Motion carried 5-0. Drew will forward this onto the town attorney for him to draft the ordinance for us to hold the public hearing.

#### **NEW BUSINESS:**

#### **PUBLIC COMMENT:**

**Jane Weir, 27 East Main Street** – stated that the State has changed the requirement for absentee ballots. You no longer have to give a reason for requesting an absentee ballot. Ms. Weir wanted to know if the Town had any intentions of changing their charter to reflect the new law? Drew pulled up our Charter and the Town does not require residents to give a reason when requesting an absentee ballot.

#### **ANNOUNCEMENTS:**

- *Public Hearing on Capital Improvements Fee Increase – Thursday, September 6, 2018 at 7pm.*

#### **ADJOURNMENT**

Meeting adjourned at 8:00pm.

Respectfully submitted,

Ann Griffin  
Office Manager