

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN MEETING MINUTES

### REGULAR MEETING

February 12, 2018

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on February 12, 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, Tom Catania and Chris Goodman.

### CONSENT AGENDA

*Request for waiver of Zoning Certificate Fee – Main Street*

*Request from YMCA*

- *Kids Triathlon – June 2, 2018*
- *Duathlon/Triathlon – September 16, 2018*

*Financial Statements*

*Town Meeting Minutes – January 22, 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:

**Memar Annexation – Review of Concept Plan & Scheduling Public Hearing** – Burgess Miller stated that the Public Hearing will be held on Thursday, April 5, 2018 and the Board will vote on this annexation agreement on Monday, April 9<sup>th</sup>.

Commissioner Bussard asked a few questions: 1) Can the community center be moved to the south side? 2) Who maintains the grass area on the south side if the community center is not going to go there?; 3) The developer stated that if the community center is going to be opened to the entire Town, he would be willing to donate a maximum of \$90K toward this community center. The Commissioners seem to like the idea of having the community center on the south side but, Farhad stated that if the community center is for that development only the location will remain where it is currently on the concept plan.

#### REPORT OF COMMITTEES:

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

Water use for January – 305,633 gal., spring flow for January – 64,653, East WWTP treated 247,000 gals. and the WTP treated 201,000 gals.

Well Field Stream Improvement project is complete. I & I project has started (work being done at night), and reservoir tank design has started.

**PUBLIC WORKS** – Commissioner Bussard reported:

Maintenance staff has handled a few small snow/ice events, repaired the landscape trailer, and cleaned the diesel/fuel tanks.

Bulk trash pick-up is scheduled for Saturday, March 17, 2018 – you can put 2 items out for pick-up.

**SUSTAINABILITY** – Commissioner Dietrick reported:

The 2<sup>nd</sup> Green Talks was held on Saturday, February 10<sup>th</sup>. Lisa Orr with Frederick County provided information and incentives available to help households and business reduce their utility bills and adopt environmentally friendly practices.

The 3<sup>rd</sup> Green Talks will be held on Saturday, March 24, 2018 at 12:30pm at the Middletown Library.

Green Expo will be held on Saturday, April 14, 2018 at the Memorial Park.

Rain Barrels will be sold again during the month of April for \$40 to Middletown residents.

**PLANNING COMMISSION** – Commissioner Catania reported:

Richland Golf Course submitted a new site plan for a driving range that will also house a small bar, the pro shop and golf cart storage. No meeting in February.

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

Meeting on Wednesday, February 21, 2018 to discuss POS projects to apply for.

**PUBLIC INFORMATION** – Commissioner Falcinelli reported:

Encouraged the residents to sign up for the Alert Frederick County.

**NEW BUSINESS:**

**Announcement of the Nominating Convention for the 2018 Town Elections** – Tuesday, February 27, 2018 at 7pm. will be the Nominating Convention.

**Sanitary Sewer Interceptor Replacement Bids** – Staff received 7 bids on this project ranging from \$214,735 - \$284,233. Staff is recommending the Board approve the bid of \$214,735 from Mid-Atlantic Utilities, Inc.

Motion by Commissioner Bussard to approve the bid of \$214,735 from Mid-Atlantic Utilities, Inc., seconded by Commissioner Falcinelli. Motion carried 6-0.

**Heritage Museum Sign** – Burgess Miller stated that we have over \$5,000 left over in the Heritage Museum budget. We would like to purchase a sign for the door to the museum that costs \$165. Motion by Commissioner Catania to approve the purchase of this sign, seconded by Commissioner Goodman. Motion carried 6-0.

**New Logo Decals** – Burgess Miller stated that with the new logo design we would like to remove the current town seal off our vehicles/equipment with the new logo. Burgess Miller stated that Ann obtained a quote from Shannon Baum for the new logo decals that would cost approximately \$1,590.

Drew stated that we could use money from the truck repairs & operations.

Motion by Commissioner Goodman to approve the quote of \$1,590 for the new logo decals, seconded by Commissioner Catania. Motion carried 6-0.

**PUBLIC COMMENT:**

**ANNOUNCEMENTS:**

- *Nominating Convention – Tuesday, February 27, 2018 at 7pm. at the Town Office*
- *Public Hearing on Permitting Fee Schedule Increase - Thursday, March 1, 2018 at 7pm.*

**ADJOURNMENT**

Meeting adjourned at 8:28pm.

Respectfully submitted,

Ann Griffin  
Office Manager