

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

TOWN MEETING MINUTES

REGULAR MEETING

January 14, 2019

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on January 14, 2019, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Jennifer Falcinelli, Christopher Goodman, Rick Dietrick and Tom Catania.

CONSENT AGENDA:

*Town Meeting Minutes – December 6, 2018 - Town Workshop & Public Hearing
December 10, 2018 – Town Meeting*

Motion by Commissioner Bussard to approve the consent agenda as presented, seconded by Commissioner Goodman. Motion carried 6-0.

PERSONAL REQUESTS FOR AGENDA:

UNFINISHED BUSINESS:

Wayfinding Signs – Burgess Miller stated that this item has been on the Agenda for the last few months. Burgess Miller stated tonight he is seeking action on Rt. 17 only.

Motion by Commissioner Goodman to approve the signs for Rt.17 as presented, cost not to exceed \$1,000 per sign, seconded by Commissioner Catania. Motion carried 6-0.

Banner Display at Richland Golf – Memorandum of Understanding and Design – Burgess Miller stated that we approached Richland Golf about moving our banner to the corner of Middletown Parkway at Alt. 40 which is Richland Development LLC property. Burgess Miller stated that in front of us tonight we have the MOU between the Town and Richland Development LLC., which has been reviewed by the Town Attorney. Also, you have the design that Bruce Carbaugh is proposing.

Motion by Commissioner Bussard to enter the MOU with Richland Development LLC, seconded by Commissioner Catania. Motion carried 6-0.

Motion by Commissioner Dietrick to approve the banner display design, seconded by Commissioner Goodman. Motion carried 6-0.

Posting of Town Parking Lots – Not to Allow Storage of RV Equipment – Drew stated that this was a debate at the Workshop. Drew changed the sign per the comments from the Workshop.

Motion by Commissioner Bussard to place these signs at the Municipal Parking Lots with the new logo added, seconded by Commissioner Catania. Motion carried 6-0.

Elm Street Parking Lot Improvements Concept Plan & Cost Estimate – Burgess Miller stated that currently in the budget (\$115,000) we have the improvements as well as overlay of this parking lot. The estimate in front of you is \$94,986.54 which includes tar, chip & seal as well as curb, gutter, landscaping, and street lights. The Board had a few questions that they need clarified. This will be brought back at the next meeting.

Recommendation from Public Works Committee Regarding Lighting on South Jefferson Street – Commissioner Bussard stated the he met with his Committee and they visited the site multiple times and feel that a light is not needed in the area being requested (333 S. Jefferson St.)

Madelyn Remsburg, 336 S. Jefferson Street - stated that she disagrees with that recommendation. Ms. Remsburg stated that she submitted a document that all the neighbors in that area are in agreement with placing a light here.

The Board directed Drew to contact Potomac Edison to find out if a light can be placed on the pole being requested.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for December – 299,953 gal., spring flow for December – 121,421, East WWTP treated 228,000 gals. and the West WWTP treated 550,000 gals.

Reservoir tank design is complete, we have received the final report and it has been distributed, design phase to be completed end of May and bidding will proceed.

Our guys saved us almost \$5K on generator radiator repair at the EWWTP.

Water/Sewer Committee meeting will be held January 23, 2019 at 7pm.

PUBLIC WORKS – Commissioner Bussard reported:

Guys have been busy putting up and taking down Christmas decorations, replacing water valves throughout town, regional PRV repair, in truck bed water tank fabrication and the contractor continued work on making our sidewalks ADA.

Bruce has 2 estimates to get the boilers replaced here at the Municipal Center.

Request from a resident to make the intersection at Linden Blvd. and Pine Avenue the public works committee does not see the need to make this a 4 way stop.

Request from a resident from the new development Middletown Glen to place “no parking” signs along Ingalls Drive. Drew stated that according to Bruce Carbaugh the “no parking” signs have not been installed by the developer to date because it is still under construction and the Town has not yet taken over the streets.

SUSTAINABILITY – Commissioner Dietrick reported:

City of Brunswick gave us 35 composite bins. We will try to sell them to residents for \$20.

Middletown Library has agreed to advertise the “Talks” even though they are not just Middletown.

SHA is relocating some trees that were planted along Main Street that were planted on top of utilities and due to some residents not wanting them. These trees will be planted along Middletown Parkway.

PLANNING COMMISSION – Commissioner Catania reported:

Next workshop is January 16, 2019 and the meeting is Monday, January 21, 2019 at 7pm. Items of discussion for this month are Cross Stone Commons revised Forest Conservation Plan, Self-storage facility special exception use and the Comprehensive Plan Update.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

No meeting in November or December. We will meet on January 16 at 7pm. to discuss our POS requests.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

We will be discussing the banner standards and social media policy.

NEW BUSINESS:

Social Media Policy – Draft – Commissioner Falcinelli stated that the Public Information Committee will be reviewing this policy. Burgess Miller reported that we received a few comments by Jane Weir that she asked to be made part of the record (copy of email attached to minutes). Ms. Weir asked if the Town will be including in the social media policy what the Burgess and Commissioners post to other groups Social media sites likes Concerned Citizens of Middletown? Ms. Weir also submitted a link to an article (which you must subscribe to), therefore we were only allowed to read the first paragraph about a federal court decision that prohibits politicians from blocking public comment.

Review of Solar Array Agreements; Buyback; and Cost Analysis – Drew reviewed the solar array agreements, the buyback costs in our contract. Drew also did a cost analysis of the solar array for FY 2018.

Vacancy for Alternate to the Town's Ethics Commission – Burgess Miller stated that we advertised for this position last week and have had 2 people submit their interest.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

Workshop adjourned at 8:51pm.

Respectfully submitted,

Ann Griffin
Office Manager