

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

January 28, 2019

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on January 28, 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:

FY 2020 – Budget Schedule

Comprehensive Plan Schedule & Public Notice

Town Meeting Minutes – January 3, 2019 - Town Workshop

January 14, 2019 – Town Meeting

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

PERSONAL REQUESTS FOR AGENDA:

Burgess Miller stated that although we do not have any personal requests this evening, I do see a few members of the Concerned Citizens of Middletown group present. Burgess Miller stated that the Board is in receipt of the letter from the Concerned Citizens group regarding the Comprehensive Plan. Burgess Miller asked if they would like to speak.

Jane Weir, 27 East Main Street – read into the record the letter that the Concern Citizens of Middletown group submitted to the Burgess & Commissioners (copy attached to minutes in minute book).

Burgess Miller addressed some of the requests from the letter that Ms. Weir read. Burgess Miller stated that we are a small town and we are not going to print out hard copies of the Comp Plan and place them at the Municipal Center or at the Library. The Comp Plan is on our website and anyone can view it at any time. Burgess Miller stated that the Comp Plan will be on all the Town Board Meetings as well as the Planning Commission meetings until it is approved, and all meetings are open to the public. Burgess Miller stated that we do a lot more than most Towns do.

Bob Smart, 7525 Coblentz Road – stated that he has an issue with the timing of the Comp Plan. Mr. Smart stated that he was apart of the 2010 Comp Plan update and recommends that the Board push back the Comp Plan update a year to incorporate the 2020 Census data. Mr. Smart stated that if we do that then we would be on a 10-year rotation with the Census data update.

Kylie Stevenson, 6 Washington Street – stated that she feels it is important to include the census data. Burgess Miller stated that we do not get citizen involvement, they don't show up at Town Meetings, we get it on Facebook, but we don't get it here.

Elizabeth Bauer, 8097 Geaslin Drive – stated that she agrees with Ms. Weir & Mr. Smarts comments. Ms. Bauer suggested to get more citizen involvement that we send out a survey with open ended questions. Ms. Bauer also asked if there was a way that the Town Board & the Concerned Citizens of Middletown could work together to bring participation up?

Burgess Miller stated that he has asked the Elected officials not to attend the upcoming Comp Plan meetings scheduled for next month and he will also ask the Planning Commission members not to as well

so that residents are able to comment freely. Burgess Miller stated that he is willing to look at the schedule to delay it to possibly include the 2020 Census data.

Commissioner Catania stated that the Planning Commission meets twice a month and the Town Board meets 3 times a month so that is 55 more meetings this year that this will be discussed.

After much discussion Commissioner Bussard amended his previous motion to approve the Consent Agenda as presented to approve the Consent Agenda with removing the Comprehensive Plan Schedule and Public Notice, seconded by Commissioner Catania. Motion carried 6-0.

Burgess Miller stated that this will be added to the February workshop agenda for discussion.

UNFINISHED BUSINESS:

Elm Street Parking Lot Improvement Concept Plan & Cost Estimate – Drew stated that Bruce Carbaugh has given you 2 options to consider. Option 1 is just overlaying the layout currently with 42 parking spaces or Option 2 shows 40 parking spaces, adding some landscaping and street lights for a total of \$94,986.54. Drew stated that we have \$115,000 budgeted for this project.

Motion by Commissioner Catania to approve Option 2 that includes tar, chip & seal overlay, curb & gutter, landscaping and street lights as presented, seconded by Commissioner Goodman. Motion carried 6-0.

Social Media Policy – Tabled to February.

SHA Response to Parking on South Church Street – Burgess Miller stated that a few months ago we discussed the possibility of adding back the parking along South Church Street in front of the Christ Reformed Church. Bruce gave us a draft proposal and an estimated cost. Burgess Miller stated that we sent a letter to State Highway about our intentions. Burgess Miller stated that we receive a response from SHA with some requirements and the letter also stated that SHA would contribute \$12,000 toward the cost. Commissioner Bussard stated that what if a business buys the old Fire Company building that has large trucks that they wish to move in/out of will we then remove the parking from the street?

Bob Smart, 7525 Coblenz Road – stated that in the previous discussions the cost for 6 spaces was approximately \$30,000 which is \$5,000 a space and he does not feel that is an unreasonable cost.

Ed Berger, 27 East main Street – stated that the Town should buy the building and turn it into a parking deck. Burgess Miller stated that has been discussed but, it is too costly.

Elizabeth Bauer, 8709 Geaslin Drive – stated that the “State” is us – the tax payers.

Kim Brenengen, owner of Main’s Properties and Main Cup – stated that every single parking spot that the Town can acquire in the downtown area is vitality important. It is important for growth of businesses.

Rita Bradley, Serenity Salon – stated that she is with the new salon where Carousel of Beauty use to be.

Ms. Bradley stated that she doesn’t know how Norma Gray (previous owner) stayed in business for 20 years at this location because she is having trouble with her clients finding parking nearby. Ms. Bradley stated that she knew this before signing the lease but, she would love to see parking back on South Church Street.

Burgess Miller stated that this will appear on the Agenda in February with quoted costs for engineering services to address the design for the proposed parking spaces for us to hopefully be able to decide if we want to move forward with or not.

Recommendation from Water & Sewer Committee Regarding Reservoir Project – Commissioner Falcinelli stated that the Water & Sewer Committee is recommending the 1 million-gallon AWWA D115-Divided Tank Reservoir. Project cost for the tank only is \$980,000, which equates to \$0.98 per gallon. This is the most economical tank of the choices available for 1 million gallons. Commissioner Dietrick asked how many gallons our current reservoir holds. Drew stated that our current reservoir holds 2 million gallons. Commissioner Dietrick questioned why we were decreasing? Drew stated that with the way the reservoir is built the equalization pipe currently does not allow us to use the full capacity of the

reservoir and with the new tank design we will be able to do so. The new tank will have a life expectancy of 50+ years. By consensus of the Board they agree to move forward with the 1-million-gallon tank.

Maryland Smart Energy Communities Project Development Form – Drew stated that we are just letting the Board know what we are applying for. We are applying for a grant to place solar panels on the garage bay roof of the Food Bank.

Update on Street Light Buyback Program – Johnson Controls – Drew presented the Board with a power point presentation of the Street Light Buyback Program from Johnson Controls. Included in the power point presentation was the pros & cons of the buyback program. The Board asked Drew to provide them with a spreadsheet of the savings if we would proceed with the buyback program at the March Town Meeting.

Vacancy for Alternate to the Town’s Ethics Commission (Second Notice) – Burgess Miller stated that since advertising for this position we have had 3 applicants. Burgess Miller would like to vote on this at the February meeting.

NEW BUSINESS:

Introduction of Blighted Ordinance (First Reading) – Burgess Miller stated that this is our first look at this Ordinance. The Planning Commission has been working on this and decided that it should be a part of the Health & Safety Section of our code. Burgess Miller stated that this will be reviewed at the February meeting.

Employee Handbook Updates (First Reading) – Burgess Miller stated that during our Staff meetings Ann & I discussed a few updates to the Employee Handbook. Ann stated that the updates include adding a few holidays, adding our Project Manager to the FLSA Exempt and updating the State Retirement & Pension system updates.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

Workshop adjourned at 9:00pm.

Respectfully submitted,

Ann Griffin
Office Manager