

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

TOWN MEETING MINUTES

REGULAR MEETING

July 10, 2017

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on July 10, 2017, by Burgess Pro Tem Falcinelli at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Larry Bussard, Rick Dietrick, Chris Goodman and Tom Catania.

CONSENT AGENDA

Financial Statements

Town Meeting Minutes – June 1, 2017 - Public Hearing & Town Workshop

June 12, 2017 – Town Meeting

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

PERSONAL REQUESTS FOR AGENDA:

Unfinished Business:

Traffic Control Improvements – Smithfield and Layla Drive – Bruce provided the Board with 2 different options for the circle located in the Foxfield subdivision at Layla Drive and Smithfield Drive. The Board discussed the 2 options and agreed they would like to start with the first option which includes striped median area at each approach to circle, with signage on the circle and no parking areas. The additional cost for this is \$6,500.

Commissioner Bussard motioned to approve Option 1 as presented, seconded by Commissioner Dietrick. Motion carried 5-0.

Raised Crosswalk – Broad Street – At the workshop Burgess Miller stated that earlier in the year Frederick County gave the Town money towards the installation of a raised crosswalk at the intersection of Franklin Street and the primary school entrance. Bruce Carbaugh reviewed this and determined that this location is not a typical location for a raised crosswalk. Bruce made the suggestion to move the raised crosswalk up to the Broad Street intersection. Burgess Miller contacted the County and they are ok with that location. Bruce stated that the intersection of Franklin Street and the primary school entrance is to be made a full traffic light entrance at some point, therefore this crosswalk would not be needed at that location. Drew stated that after the original traffic study was completed in 2003 and it did not warrant a full traffic signal at this time, but stated after the construction of the school an updated traffic study should be conducted. The Town could make this a crosswalk light that would stop the traffic on Franklin. Drew also stated that the Fire Dept. could also tie into this light for when they have emergency calls. Staff was directed to have the traffic study updated to determine is a fully signalized intersection is warranted.

After much discussion Commissioner Goodman motioned to approve the raised crosswalk to be installed on Franklin Street at the Broad Street intersection, seconded by Commissioner Catania. Motion carried 5-0.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for June – 322,922 gal., spring flow for May – 136,899, East WWTP treated 249,600 gals. and the WTP treated 169,500 gals.

Well field project bids due on August 3, 2017.

The engineering and design of the reservoir bids are due August 19, 2017.

PUBLIC WORKS – Commissioner Bussard reported:

Green Street is nearly complete the lights are active and the striping is done.

Locust Blvd. project has started, Main Street waterline project phase 8 is almost complete they will be moving into Phase 9 & 10 which will run from Pine Street to Larch Lane.

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.

PLANNING COMMISSION – Commissioner Catania reported:

No meeting in July. At the June meeting we did conditionally approve the demo plan for the back part of the former Ingall’s property and also conditionally approve the improvement plan for the front portion of that property.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

Phase 2 & 3 of Memorial Park should be getting started soon.

PUBLIC INFORMATION – Commissioner Falnielli reported:

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

NEW BUSINESS:

Delegate Kathy Afzali – Legislative Wrap Up – Delegate Afzali presented the Board with a summary of the State Aid to Frederick County FY 18 funding to municipalities. The Board also presented some issues with regard to the SHA Streetscape Project. Specifically an under sized storm drain line that should be increased in size to avoid flooding issues in the future. Delegate Afzali stated she would contact SHA to try and move along the Town’s concern and request.

Discussion of Hollow Road Improvements Request to County – The Board is in agreement to get the discussion started between the Town and the County in regards to the Summer’s Farm coming to Middletown on Hollow Road. The Board asked that the Burgess prepare a letter requesting improvements to the Hollow Road to the County Executive.

PUBLIC COMMENT:

ANNOUNCEMENTS:

- 250th Town Talk (Park Picnic) – Sunday, July 16, 2017 at Memorial Park
- Movie Night – Friday, July 21, 2017 “Fantastic Beasts and Where to Find Them”

ADJOURNMENT

Meeting adjourned at 8:05pm.

Respectfully submitted,

Ann Griffin
Office Manager