

# *BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND*

## TOWN MEETING MINUTES

### REGULAR MEETING

**June 10, 2019**

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on June 10, 2019, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Christopher Goodman, Rick Dietrick and Tom Catania.

### CONSENT AGENDA:

- *Public Hearing for Water & Sewer Rate Increase – Monday, July 8, 2019 at 7pm.*
- *Request from YMCA Duathlon/Triathlon Event on September 15, 2019 at 8am.*
- *Financial Statements*
- *Town Meeting Minutes – May 13, 2019 – Town Meeting*

Motion by Commissioner Falcinelli to approve the consent agenda as presented, seconded by Commissioner Catania. Motion carried 5-0.

### PERSONAL REQUESTS FOR AGENDA:

“If I Were Mayor” – Contest Winners – First Place Winner Jessica Stevens from St. Thomas More Academy - read her essay to the Board. Runner up winner Ava Burgess from Middletown Elementary School – read her essay to the Board. Burgess Miller presented both young ladies as well as their teachers with gift cards.

### UNFINISHED BUSINESS:

**FY 2020 Operating Budgets (Vote) – General Fund** – Motion by Commissioner Falcinelli to approve the General Fund Operating Budget for FY2020 as presented, seconded by Commissioner Catania. Motion carried 5-0.

**Water & Sewer Fund** – Motion by Commissioner Falcinelli to approve the Water & Sewer Fund Operating Budget for FY2020 as presented, seconded by Commissioner Goodman. Motion carried 5-0.

**Amendments to the Banner Policy (Vote)** – Motion by Commissioner Catania to approve the Banner Policy Amendments as presented, seconded by Commissioner Goodman. Motion carried 5-0.

**Review of Request from Franklin Commons for Reduction in Turning Lane on Broad Street due to Utility Relocation Costs** – Burgess Miller stated that we heard from Mr. Poss at the workshop on this item. Drew stated that Bruce Carbaugh our engineer reviewed this against the State Highway standards, and he does not see an issue with reducing the turn lane from 147 feet to 100 feet. Burgess Miller stated that Mr. Poss agreed to pay \$12,000 in addition to the \$15,000 previously agreed upon for off-site sidewalk improvements. Commissioner Falcinelli stated that she does not have a problem with this since Bruce has looked at it and even if the guardrail would be removed it meets the SHA standards. Motion by Commissioner Dietrick to reduce the turn lane from 147’ to 100’ with Mr. Poss paying the Town an additional \$12,000 for off-site sidewalk improvements, seconded by Commissioner Catania. Motion carried 5-0.

**REPORT OF COMMITTEES:**

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

Water use for May – 328,737 gal., spring flow for May – 132,987, East WWTP treated 279,000 gals. and the West WWTP treated 542,000 gals.

Reservoir/tank – 90% design submitted, I&I from Walnut Street to Jefferson Street is 95% complete ready to go out to bid and the main street waterline should be done by end of summer.

**PUBLIC WORKS** – no report:

**SUSTAINABILITY** – Commissioner Dietrick reported:

At the last meeting the committee reviewed the Green Expo and are determining what they want to do next year. Cindy is working on the Sustainable Grant application that is due the end of June. Next meeting is June 18, 2019 at 5pm.

**PLANNING COMMISSION** – Commissioner Catania reported:

Next workshop is June 12, 2019 and the meeting is Monday, June 17, 2019 at 7pm. On the agenda is the reservoir/tank FRO plans and the Miller property phase 4 site plan. Commissioner Catania stated that this is the first submission of anything on the microbrewery and this plan mostly deals with parking and screening.

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

The Town received the \$65K requested to finish the walking trail at Remsberg Park and install the bleachers at Remsberg Park.

**PUBLIC INFORMATION** – Commissioner Falcinelli reported:

Encouraged our residents to sign up for our list serve and robo calls.

**NEW BUSINESS:**

**2018 Annual Planning Report** – Burgess Miller stated that included in the packet is the 2018 Annual Planning Report.

**Discussion of Text Amendment for Self-Storage in General Commercial (GC) Zoning District** – The Board will send this off to the Town Attorney to put into Ordinance format. Commissioner Falcinelli stated that the Town Board does not solicit these businesses, this property has been in Town since 1973 it is the developer/owner choice to do what they want within the zoning code.

**Discussion of Text Amendment for Parking Requirements for Apartments and Townhouses** –

Burgess Miller stated that our parking requirements for apartments & townhouses seem to be on the high side in comparison to the other Municipalities in Frederick County. The Board seem to like New Market’s requirements which is 2 per dwelling unit + 0.5 per bedroom over 2 bedrooms. The Board will continue to discuss at the July meeting.

**PUBLIC COMMENTS:**

Teisha Ingraham – was present and asked the Board to remove and not hang her late husbands Veteran banner that was purchased by his mother last fall. Burgess Miller stated that we would pull Mr. Ingraham’s banner and contact Ms. Ingraham when it is available to be picked up.

**ANNOUNCEMENTS:**

- *Middletown Volunteer Fire Company Carnival – June 17-22, 2019*
- *Movie Night at Middletown Park – Friday, June 21, 2019*
- *Junior Deputy Program – Tuesday, June 25, 2019*

Meeting adjourned at 8:20pm.

Respectfully submitted,  
Ann Griffin  
Office Manager