

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

TOWN MEETING MINUTES

WORKSHOP MEETING

March 1, 2018

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on March 1, 2018, 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.

PUBLIC HEARING

Ordinance 18-01-02 – An Ordinance to revise the fee schedule pertaining to various land use-related applications submitted to the Town – Drew stated that it's been 7 years since we've reviewed our fees. Drew stated that any development should pay for itself and the purpose of the proposed fees. With no comments, the public hearing was adjourned at 7:10pm.

CONSENT AGENDA:

Financial Statements

Town Meeting Minutes

- *February 12, 2018 – Town Meeting*

PERSONAL REQUESTS FOR AGENDA:

STAFF REPORTS:

Community Deputy Report - DFC Chudoba gave the deputy report for February.

Staff Planner Report – no report

Main Street Manager Report – Becky gave her report.

Engineers Report – Bruce gave his report.

Zoning Administrator's Report – Ron was not present but submitted his report for the Board's review.

UNFINISHED BUSINESS:

Ordinance 18-01-02 – Permitting Fee Schedule Increase – vote will take place on Monday, March 12th. **Request for Additional Sanitary Sewer Inspections** – Drew stated that a request from JR Hawkins, CIP Project Engineer to clean & televise the sewer lines along Main Street. The last time these lines were cleaned & televised were in 1997. Mr. Hawkins is proposing that the Town do this for the remaining phases of the Streetscape project. The approximate cost to do this is around \$15,000.00.

Heritage Park Budget and Additional Work – Burgess Miller presented the Commissioners with a spreadsheet showing the Heritage Park expenses and the remaining balance. Burgess Miller will be presenting some ideas of benches and other items he would like to purchase to the Commissioners at the March 12 meeting.

REPORT OF COMMITTEES:

WATER & SEWER – no report

PUBLIC WORKS – no report

SUSTAINABILITY – no report

PLANNING COMMISSION – no report
PARKS and RECREATION – no report
PUBLIC INFORMATION – no report.

NEW BUSINESS:

Appoint Election Judges – will be appointed at the March 12 meeting.

Constant Yield Tax Rate Exemption – Drew stated that we are exempt this year, therefore we do not have to advertise.

Request for FY 2019 POS Projects – Commissioner Goodman stated that the Parks & Rec Committee met to discuss what projects to apply for POS money.

- Completion of Remsberg Park trail
- Benches for the Cone Branch trail
- Trail signs & mile markers for all trails
- Picnic tables for Wiles Branch Park

Frederick County Department of Aging – Representative would like to come out here one (1) day a month to meet with residents. Consensus of the Board to allow the representative to do so.

Request from Saint Thomas More Academy for additional No Parking on Prospect Street – Drew presented the request from Saint Thomas More Academy asking for additional no parking on Prospect Street. The area in which they are requesting no parking is in front of the Library. Drew is going to speak with the Library to get their input on this request to see if this request will have any impact on them.

COMMENT:

ANNOUNCEMENTS:

Workshop adjourned at 8:30pm.

Respectfully submitted,

Ann Griffin
Office Manager