

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

May 22, 2017

The second monthly meeting of the Burgess and Commissioners of Middletown was called to order on May 22, 2017, by Burgess Miller at 7:20 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Burgess Miller, Commissioners Larry Bussard, Rick Dietrick, Tom Catania and Christopher Goodman.

CONSENT AGENDA

Town Meeting Minutes – May 4, 2017 – Public Hearing & Town Workshop

May 8, 2017 – Town Meeting

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

PERSONAL REQUESTS FOR AGENDA:

Roger Wilson, Frederick County Government Affairs and Public Policy Director, attended the meeting. He was asked a couple of questions regarding the new county tethering law. Owners cannot have their dog chained/tethered outside for more than 3 continuous hours.

Unfinished Business:

Memar Annexation – Schedule Draft Annexation Agreement Workshop – Discussion occurred regarding scheduling dates for draft annexation workshops. Commissioner Bussard requested that Memar provide an updated drawing to the Town Board which showed the suggested plan changes from previous meetings. The Board agreed that workshop dates be scheduled where the annexation agreement was the only agenda item. Drew will notify the Town Board and Memar with several potential workshop dates after the next town staff meeting. The workshop(s) should tentatively take place in July.

NEW BUSINESS:

Appointment to Planning Commission – Burgess Miller stated that Meredith McKittrick has finished the Temp Alternate appointment term to the Planning Commission vacated by Dixie Eichelberger when Dixie moved to the Alternate position on the Planning Commission. Meredith has agreed to continue as the Temp Alternate on the Planning Commission for another 5 year term.

Commissioner Bussard motioned to re-appoint Meredith McKittrick to the Planning Commission, seconded by Commissioner Catania. Motion carried 6-0.

Award of Locust Boulevard & Locust Court Road Reconstruction Bid – Board members reviewed the 3 bids received for the Locust Boulevard and Locust Court Road Reconstruction Project. Drew reported that the Director of Public Works reviewed the bids previously and recommends going with the lowest bid submitted by Wastler and Sons. Commissioner Bussard motioned to accept the bid submitted by Waster and Sons for \$407,417.98 for the Locust Boulevard and Locust Court Road Reconstruction Project, seconded by Commissioner Dietrick. Motion carried 5-0.

Playground Phase II at Memorial Park – Commissioner Goodman reported that the playground phase II upgrade at Memorial Park will come in approximately \$57.00 under budget. However, there is old lumber and an old swing set that needs to be removed, plus grading those areas at a projected additional

cost of \$1800.00. Commissioner Dietrick suggested that Playground Specialist provide the removal and grading since they are installing the new equipment so as not to delay the project. Commissioner Dietrick motioned that the Town provide an additional \$1800.00 to Playground Specialists for the removal of old lumber and playground equipment and provide grading as part of the installation of the new playground equipment at Memorial Park, seconded by Commissioner Goodman. Motion carried 5-0.

Zoning Administrator Stipend Increase – Commissioner Catania stated that the zoning administrator has several responsibilities within the town to include interacting with residents regarding zoning certificate issuance, and town code enforcement. With the increase in town residences with Middletown Glen and the possible Memar annexation, the zoning administrator will be increasingly busier in the future. Therefore, Commissioner Catania proposes increasing the monthly stipend for the zoning administrator from \$200.00 to \$400.00. Commissioner Goodman stated that he thought long and hard about this subject and agrees with Commissioner Catania. Commissioner Bussard stated that the zoning administrator workload has historically been complaint driven, and the current zoning administrator is doing much more than originally intended but is doing it by choice. Commissioner Dietrick stated that the Town Board does not know how much time other appointed officials are spending on their appointed duties, and if the Board looks at one appointed official, they must look at them all. Commissioner Catania motioned to increase the stipend for the zoning administrator from \$200 per month to \$400 per month to begin July 1, 2017, seconded by Commissioner Goodman. Motion failed 2-3.

PUBLIC COMMENT:

Decorative Sign Posts Replacement– Foxfield Active Adult Home Owners Association (H.O.A) – Alex Kundrick, 3 Crone lane, an H.O.A. member stated that although the H.O.A. will be making a presentation to the Town Board June 12th workshop regarding this subject, the H.O.A. wants the Board to know that the H.O.A. is willing to pay the total costs for the replacement of identified sign posts with decorative sign posts within the Foxfield subdivision if the estimated price can be reduced. It has a high estimated cost.

ANNOUNCEMENTS:

Memorial Day Celebration – Saturday, May 27, 2017 from 11am.-2pm – Memorial Park.

Dunkin Donuts Ribbon Cutting Ceremony – Saturday, June 3, 2017 at 10am – coincides with the grand opening.

Middletown Fire Company Ground Breaking Ceremony – Saturday.17, 2017 – Carnival Grounds.

ADJOURNMENT

Meeting adjourned at 7:38pm.

Respectfully submitted,

Annette Alberghini
Receptionist