

***BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND***

TOWN MEETING MINUTES

WORKSHOP MEETING

May 3, 2018

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on May 3, 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.

PERSONAL REQUESTS FOR AGENDA:

Preservation Maryland Check Presentation & Proclamation – Nicholas Redding, President of Preservation Maryland; Jessica Feldt, Preservation Initiatives Manager, Preservation Maryland; Nell Ziehl, Chief Office of Planning, Outreach, and Education Maryland Historical Trust; and John Fieseler, Executive Director, Tourism Council of Frederick County – Burgess Miller read the proclamation proclaiming May Historic Preservation Month. Preservation Maryland presented Main Street Middletown with a check for \$10,000.

Mr. Dennis Funk & Mr. Nicholas Lewis, Gannett Fleming – Reservoir Project Update – Drew stated that included in the packet tonight is the draft storage capacity recommendations. Mr. Funk and Mr. Lewis went over a power point presentation of their findings. In order to proceed to phase 2 which is the actual construction documents Gannett Fleming needs to know what size tank the Board wants to move forward with. Commissioner Falcinelli stated that the Water & Sewer Committee can review this and make their recommendation to the Board.

Mr. Scott Farrow & Mr. Donald Delauter, MVAA – Remsberg Park Future Planning Discussions – MVAA will not officially move their games at the High School stadium to Remsberg Park until the stadium seating is built at Remsberg Park. Commissioner Falcinelli suggested that the Board and MVAA sit down and go over the master plan and update it.

STAFF REPORTS:

Community Deputy Report - DFC Rowe gave the deputy report for April.

Staff Planner Report – Cindy gave her 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:

Water & Sewer Capacity Plans – Drew stated that to be in conformance with the Comprehensive Plans, the County Water & Sewerage Plans, the Water Appropriation Permits, and the requirements of the Annotated Code of Maryland, it is essential for local governments to carefully manage the allocation of water to new residential, commercial and industrial customers.

Review of Budgets for FY19 – Operating budgets are good as is, we will advertise for the Public Hearings to be held on June 7, 2018.

Review of Handicap Ramp Improvement Locations – Drew stated that the original thought was to start with the schools. Drew stated that Burgess Miller contacted FCPS informing them of our plan to make the sidewalks handicap accessible and wanted to know if there was any plans in the near future for FCPS to do any upgrades to the intersection of Green & Schoolhouse Drive. FCPS told Burgess Miller that they would look into what they could possibly do at a cheaper cost and get back in touch with him.

The Board agreed to move forward with priority list with locations not school related.

Review of Proposed Zoning Code Amendments – tabled until the May Town Meeting after the Joint Meeting of the Town Board and Planning Commission.

Review of Farming Lease - Drew advised the Board that the farm lease has been given to a few farmers and the bids are due on May 10th, therefore the Board can vote on the bids at the May 14th 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:

Planning Commission Appointment – Burgess Miller stated that this has been advertised on our website. Burgess Miller stated that Commission member Bob Miller is seeking re-appointment but, Meredith McKendrick is taking a sabbatical.

Appointment of Temporary Zoning Administrator – Burgess Miller stated that Drew and Cindy will split this duty until we are able to hire a new Zoning Administrator. Burgess Miller stated that this position is included in the proposed operating budget as a part-time position working 10-15 hours a week.

Request for Text Amendment – Microbrewery as a Permitted Use in TC District – Burgess Miller stated that the request has been submitted and we will have more discussion about this at the Joint Meeting with the Planning Commission.

COMMENT:

ANNOUNCEMENTS:

- *Walking Tour – Saturday, May 19, 2018 at 11AM at Municipal Center*
- *Memorial Day Celebration – Saturday, May 26, 2018 from 11AM – 2PM at Memorial Park*

Workshop adjourned at 9:53pm.

Respectfully submitted,

Ann Griffin
Office Manager