



AGENDA FOR THE TOWN MEETING

May 22, 2017

7:00 p.m.

PLEDGE TO THE FLAG

CALL TO ORDER

Red Indicates – Action Item
Green Indicates – Ordinance Introduction
Blue Indicates – Link to Additional Information

CONSENT AGENDA

- Town Meeting Minutes
 - [May 4, 2017 – Public Hearing & Town Workshop](#)
 - [May 8, 2017 – Town Meeting](#)

PERSONAL REQUESTS FOR AGENDA:

UNFINISHED BUSINESS:

- Memar Annexation – Schedule Draft Annexation Agreement Workshop

NEW BUSINESS:

- Appointment to Planning Commission
- Award of Locust Boulevard & Locust Court Road Reconstruction Bid

PUBLIC COMMENTS:

ANNOUNCEMENTS:

Memorial Day Celebration – Saturday, May 27, 2017 from 11:00AM – 2:00PM at Memorial Park

ADJOURNMENT

**BURGESS AND COMMISSIONERS
OF MIDDLETOWN MARYLAND**

TOWN MEETING MINUTES

WORKSHOP MEETING

May 4, 2017

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on May 4, 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, Christopher Goodman, Rick Dietrick and Tom Catania.

Community Deputy Report: DFC Rowe gave the April report.

PUBLIC HEARING:

Constant Yield Tax Rate – no increase proposed. The Board has not increased the tax rate for 24 years.

No comment from the public.

Public Hearing adjourned at 7:13pm.

Staff Reports:

Engineer's Report – Bruce gave his public works report.

Zoning Administrator Report – Ron gave his report.

UNFINISHED BUSINESS:

Decision on Addition or Deletion of Fluoride Treatment – Burgess Pro Tem Falcinelli stated that the Board will vote on Monday, May 8, 2017 on this issue.

Review of FCPS - Middletown School Complex Transportation Improvements – Drew stated that Cindy will be here on Monday to go over this.

Memar Annexation – Annexation Topic for Discussion – Water and Sanitary Sewer – Drew stated that he and Cindy have met with Frederick County Parks to advise them that the Board has received a request to annex the land that abuts the Middletown Community Park. It was stated that Memar would need to request a sewer easement from the Frederick County Parks. Drew stated that if that easement is not granted the developer would have to put in a pump station and the Town does not want another pump station.

Bruce Carbaugh stated that his concern in regards to the water for this property is that these homes would take the pressure away from the homes in Foxfield at the top of the hill. Bruce stated that a solution would be to put in a booster pump station and Bruce suggested that could possibly hook directly to the water tank. The Board suggested that maybe a hydraulic study be done.

REPORT OF COMMITTEES:

WATER & SEWER – no report

PUBLIC WORKS – no report

SUSTAINABILITY – Commissioner Dietrick reported:

Green Expo was held April 29, 2017 from 10am.-2pm. and they had a good turnout.

PLANNING COMMISSION – Commissioner Catania reported:

Discussion about FRO at School complex.

Joint Workshop June 5th at 6:30pm.

PARKS and RECREATION – Commissioner Goodman reported:

Commissioner Goodman presented the next phase replacement plan for the equipment at the Memorial Park. Commissioner Goodman stated that this proposal came in a few dollars under budget. Commissioner Goodman stated that this does not include removal of the current swing set. If we wanted the Company to remove the swing set it would be an additional \$1,800. It was noted that our guys are currently too busy to take on another project. Drew stated that he would contact Shawn Daly (he removed the other equipment) to see if he would be willing to do so this time.

PUBLIC INFORMATION – no report.

NEW BUSINESS:

Discussion of Heritage Park (MVB Property) Budget & Improvements – Burgess Miller provided the Board with the costs and proposals of what he would like to do on this property. After some discussion it was stated that the Board would like to see a detailed budget of what the 250th celebration (to include this proposed Heritage Park) would cost the Town.

Appointments – Ethics Commission– Drew stated that the Board needs to re-appoint the members of the Ethics Commission. Mr. Duke who is currently a member has moved out of Town. Virginia Cuff who is currently the alternated stated that she would become a full time member, therefore the Town would need to find someone who would want to serve as the alternate for this commission.

Schedule Public Hearings on FY18 Operating Budgets – The Board would like to have another meeting to discuss the budgets only. Drew will get with Burgess Miller upon his return to see what date works.

PUBLIC COMMENT:

ANNOUNCEMENTS:

- *250th Town Talk (Architectural History) – Saturday, May 20, 2017 at 11:00am. at Municipal Center*
- *Ribbon Cutting on May 20, 2017 for Back to Basics Nutrition*
- *Sustainability Committee Openings*

Workshop adjourned at 8:45pm.

Respectfully submitted,

Ann Griffin
Office Manager

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

May 8, 2017

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on May 8, 2017, by Burgess Miller at 7:00 p.m. in the Middletown Municipal Center, 31 W. Main Street, Middletown, Maryland. Present were: Commissioners Jennifer Falcinelli, Larry Bussard, Rick Dietrick, and Christopher Goodman.

CONSENT AGENDA

Financial Statements

Town Meeting Minutes – April 24, 2017 - Town Meeting

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

PERSONAL REQUESTS FOR AGENDA:

Scott Farrow, President MVAA – Bond Bill Lights for Remsberg Park Fields – Mr. Farrow stated that MVAA received a state bond bill for \$100,000 toward light installation on Remsberg Fields. Mr. Farrow stated that how the bond bill works is the state gives them \$100,000 and MVAA has to match those funds. Mr. Farrow stated that the wattage on the transformer needs to be changed to 3 phase and because the Town owns the park, the request to Potomac Edison needs to be made from the Town to have this done. Mr. Farrow also requested that the Town move forward with the millings for the parking lot next to the stormwater management pond and the turn-around parking lot adjacent to the baseball field at Remsberg Park.

Burgess Miller stated that he would like to notify the adjacent property owners and invite them to the workshop meeting on June 1, 2017 to inform them of the plans for the lights.

Brad Ahalt, FCPS – Middletown School Complex Plan – Mr. Ahalt went over the FCPS proposed plans to upgrade the traffic congestion that occurs at the school complex currently. Mr. Ahalt also stated that this project is currently not funded but, it is in the FY18 capital project budget. Mr. Ahalt stated that this project would be broken down into 2 different phases as they would only be able to work when school left out in June through August. Mr. Ahalt stated that if the FY18 budget was approved work would not begin until June 2018 on the first phase. The Board knows the severity of this project to happen and agreed write a letter of support to FCPS to keep this project in the FY18 budget year.

Unfinished Business:

Decision on addition or deletion of Fluoride Treatment – Burgess Miller stated that this issue has been discussed at our last 4 meetings.

Commissioner Falcinelli motioned to not add fluoride in the water, seconded by Commissioner Dietrick. Motion carried 5-0.

Constant Yield Tax Rate – Burgess Miller stated that the public hearing for the Constant Yield Tax Rate was held on May 4, 2017. The Board is recommending not to increase the tax rates but to keep them the same at \$0.232 per \$100 assessed value (Property Tax) and \$0.580 per \$100 assessed value (Personal Property Tax).

Commissioner Bussard motioned to keep the constant yield tax rate the same, seconded by Commissioner Goodman. Motion carried 5-0.

Memar Annexation – Annexation Topic for Discussion – Water & Sanitary Sewer – Commissioner Falcinelli stated that this was discussed in great detail at the workshop on May 4, 2017. Drew stated that he and Cindy have met with Frederick County Parks to advise them that the Board has received a request to annex the land that abuts the Middletown Community Park. It was stated that Memar would need to request a sewer easement from the Frederick County Parks. Drew stated that if that easement is not granted the developer would have to put in a pump station and the Town does not want another pump station.

Bruce Carbaugh stated that his concern in regards to the water for this property is that these homes would take the pressure away from the homes in Foxfield at the top of the hill. Bruce stated that a solution would be to put in a booster pump station and Bruce suggested that could possibly hook directly to the water tank. The Board suggested that maybe a hydraulic study be done.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for April – 316,880 gal., spring flow for April – 128,000

Fire Hydrants were flushed the week of April 17th.

PUBLIC WORKS – Commissioner Bussard reported:

Green Street is nearly complete, carpet was installed on the 2nd level of the Municipal Center, our guys have repaired several SWM inlets throughout Town and Locust Blvd. bids are due in on May 15, 2017.

SUSTAINABILITY – Commissioner Dietrick reported:

Green Expo was held April 29, 2017 from 10am.-2pm. and they had a good turnout.

PLANNING COMMISSION – no report.

PUBLIC INFORMATION – no report.

NEW BUSINESS:

Discussion of Heritage Park (MVB Property) Budget and Improvements – Burgess Miller stated that he asked Becky to provide the Board with a detailed budget of what the 250th celebration is costing.

Burgess Miller went over the design of the proposed Heritage Park with the Board. The Board stated that they would like to see more green in the park and asked if the designer could recreate to provide more green space.

Appointments – Ethics Commission – Sandra Nickols, David Weaver and Virginia Cuff have all agreed to be reappointed to the Ethics Commission.

Commissioner Falcinelli motioned to reappoint those 3 members to the Ethics Commission, seconded by Commissioner Goodman. Motion carried 5-0.

Schedule Public Hearings on FY2018 Operating Budgets – Public Hearing will be held on June 1, 2017 at 7pm.

PUBLIC COMMENT:

ANNOUNCEMENTS:

250th Town Talk (Architectural History) – Saturday, May 20, 2017 at 11:00am. at the Town Office.

Ribbon cutting on May 20, 2017 for Back to Basics Nutrition

Sustainability Committee Openings

ADJOURNMENT

Meeting adjourned at 8:30pm.

Respectfully submitted,

Ann Griffin
Office Manager