

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

TOWN MEETING MINUTES

REGULAR MEETING

November 25, 2019

The first regular meeting of the Burgess and Commissioners of Middletown was called to order on November 25, 2019, 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, Tom Catania and Rick Dietrick.

PERSONAL REQUESTS FOR AGENDA:

CONSENT AGENDA:

- *Financial Statements*
- *Town Minutes – October 3, 2019 – Workshop
October 14, 2019 – Town Meeting
November 7, 2019 – Town Workshop*

Motion by Commissioner Bussard to approve the consent agenda as presented, seconded by Commissioner Falcinelli. Motion carried 6-0.

UNFINISHED BUSINESS:

Budget Amendment 20-01 – Increase in Crossing Guard Locations and Hours Paid - Drew presented the Board with a proposed budget amendment showing an additional revenue of \$2,015 for Highway User and an expenditure of \$2,074 for increase of crossing guard hours and salary. Drew presented the Board with a breakdown showing the salary increase over the next 5 years including the additional crossing guard.

Motion by Commissioner Falcinelli to approve the budget amendment as presented to hire a new crossing guard, seconded by Commissioner Bussard. Motion carried 6-0.

Update on Elevated Water Storage Tank Maintenance – Burgess Miller stated that Bruce reviewed the 2 proposals from SUEZ and Southern Corrosion for the tank maintenance work and cost at the workshop. SUEZ came in at \$873K and Southern Corrosion came in at \$425K. Bruce explained that the difference between the 2 is SUEZ proposal includes striping and re-painting the outside of the tank. Motion by Commissioner Falcinelli to approve the contract from Southern Corrosion, seconded by Commissioner Catania. Motion carried 6-0.

Review of Draft Illicit Discharge Ordinance for Stormwater Management – Drew stated that this is the first draft of this ordinance. What this ordinance states it is illegal to dump certain things down the storm drains. Drew explained that this ordinance is a requirement of the MS4 permit process. Drew stated that the County's ordinance does not cover the municipalities, therefore we need to pass our own ordinance. This will be sent to the Town Attorney to be drafted in Ordinance form.

Recommendation(s) from Water & Sewer Committee:

- **Amendments to Title 13 – Public Services –** Drew stated that the changes being made to this section is basically changing superintendent to director of public works since we decided not to have a superintendent, basically cleaning up the language and updating the rates. This will be forwarded to the Town Attorney to be drafted in Ordinance form.

- **Amendments to Water Conservation Public Alert System** – Commissioner Falcinelli stated that the water & sewer committee is recommending removing the current water drop signs to try and decrease the signs along the street. The water & sewer committee is recommending adding a decorative bracket to the welcome signs and when drought conditions are present, we will hang the drops if indicated. The Board accepted the recommendation from the water & sewer committee to add the decorative bracket to the welcome signs.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for October – 316,050 gal., spring flow for October – 72,217, East WWTP treated 184,000 gals. and the West WWTP treated 180,000 gals.

Reservoir tank final documents are complete and final review is in progress; prepared to bid soon.

PRV installation at Cone Branch Park has been completed.

PUBLIC WORKS – Commissioner Bussard reported:

Boiler is complete and working, trucks, plows & brine system ready for winter, Broad Street design is 90% complete, street milling/overlay is 33% complete, the State installed the crosswalk at North Pointe Terrace and the last pick-up for yard waste is Tuesday, December 31, 2019.

SUSTAINABILITY – Commissioner Dietrick reported:

We received the re-designation for Sustainable MD. We planted 58 trees along Middletown Parkway. The EWWTP tour was well attended and received a lot of positive comments.

PLANNING COMMISSION – Commissioner Catania reported:

Hollow Creek Professional Center forestry plan was discussed, reviewed the accessory structure regulations and the Planning Commission will be looking at the outdoor lighting regs in regard to dark sky policy.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

We should be ready to move forward with bathroom installation at Remsberg Park in the spring.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

Presented the Board with a few different samples of how to include the logo on our website.

NEW BUSINESS:

Comcast Lease Renewal – 7700 Hollow Road – Drew stated that the Comcast lease is up for renewal. Drew stated that at the workshop it was asked if another competitor could come into Town. Drew stated that yes, they can but none have tried.

Motion by Commissioner Catania to accept the lease renewal as presented, seconded by Commissioner Goodman. Motion carried 6-0.

Discussion of Rural Transportation – Burgess Miller stated that he is meeting with County Executive Jan Gardner on December 18th to discuss her recent proposal to have rural transportation in Middletown. The Board would like more information as to the cost.

Board of Appeals Terms – Burgess Miller stated that we recently appointed 1 member to finish out a member's term on the Board of Appeals Committee and 1 member to finish out the term for temporary alternate. Burgess Miller stated that it was suggested by our Zoning Administrator Mark Hinkle to appoint those new members for 3-year terms beginning in October 2019.

Motion by Commissioner Falcinelli to appoint the new members to full 3-year terms, seconded by Commissioner Bussard. Motion carried 6-0.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

- *Christmas in the Valley – Saturday, December 7, 2019 from 4-8pm.*

Meeting adjourned at 8:30pm. with the Board entering into an executive session to discuss a legal matter regarding acquisition of property.

Respectfully submitted,

Ann Griffin
Office Manager