

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

October 14, 2019

The first regular meeting of the Burgess and Commissioners of Middletown was called to order on October 14, 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, and Rick Dietrick.

PERSONAL REQUESTS FOR AGENDA:

CONSENT AGENDA:

- *Approval of New Christmas Decorations for Christmas in the Valley*
- *Town Meeting Minutes – September 5, 2019 – Town Workshop
September 9, 2019 – Town Meeting*

Motion by Commissioner Falcinelli to approve the consent agenda as presented, seconded by Commissioner Bussard. Motion carried 5-0.

UNFINISHED BUSINESS:

Speed Limit Reduction – Middletown Glen Subdivision (Vote) – Motion by Commissioner Dietrick to approve reducing the speed limit to 15mph in the Middletown Glen Subdivision beginning December 1, 2019 and we will re-visit this in 1 year, seconded by Commissioner Goodman. Motion carried 5-0.

Review of Traffic Study for Memar Property (Vote) – Burgess Miller stated that this is the 4th time this item has been on the agenda. For the developer to move forward with the Water Study the Town must accept this study first. Commissioner Bussard stated that the Town chose the Traffic Engineer to do the study not the developer.

Bob Smart, 7525 Coblenz Road – stated that he thought the study was very good but, his concern is the width of Coblenz Road at Main Street.

Motion by Commissioner Goodman to approve the traffic study as presented, seconded by Commissioner Bussard. Motion carried 5-0.

Discussion of Crosswalk at Prospect Street and Franklin Street (Vote) – After much discussion motion by Commissioner Falcinelli to approve putting in a crosswalk at this location based on our engineer's evaluation for safety reasons, seconded by Commissioner Bussard. Motion carried 5-0.

Discussion of proposed Text Amendments:

- **Accessory Structures** – Burgess Miller stated that this was discussed at the Joint Meeting and the Planning Commission wanted to review and comment back.
- **Residential Parking Requirements for Townhouses & Apartments** – Burgess Miller stated that both the Town Board and Planning Commission have looked at this and discussed and agree to change the parking requirements to 2 parking spaces per dwelling unit + 0.5 per bedroom over 2 bedrooms. The Planning Commission will review and comment back.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for September – 339,215 gal., spring flow for September – 87,210, East WWTP treated 141,000 gals. and the West WWTP treated 154,000 gals.

Hydrant Flushing is happening this week.

Reservoir tank will go out to bid at the end of the month.

PUBLIC WORKS – Commissioner Bussard reported:

Our guys help set up and tear down for Heritage Festival, fuel tank at Municipal Center was removed, new boiler was turned on today, street patching contract is underway and Broad Street re-design is at 90% complete.

SUSTAINABILITY – Commissioner Dietrick reported:

Cindy is working on re-apply for Sustainable MD, the committee is working on a “no idle” zone at the schools, working on trying to get a composting program at Middletown Elementary and working on the Town’s tree canopy assessment. The committee is very interested in the status of the buy-back streetlight program. Commissioner Dietrick stated that we haven’t heard an update for some time now.

Next meeting is October 15, 2019 at 5pm.

PLANNING COMMISSION – no report.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

The Parks & Rec. committee will be developing a procedure booklet with price on where items such as bike racks, benches, trees can be placed at the different parks.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

Try to stay in touch and follow us on Facebook.

NEW BUSINESS:

Appointment of Town Attorney (Vote) – Motion by Commissioner Bussard to appoint Brandy Peoples as the Town Attorney, seconded by Commissioner Dietrick. Motion carried 5-0.

Vacancy on Middletown Board of Appeals (Vote) – Motion by Commissioner Goodman to appoint Alex Kundrick to fill out Tom Routzahn’s term and appoint Jean LaPadula as the alternate for 3 years, seconded by Commissioner Falcinelli. Motion carried 5-0.

Review of Proposed Handicap Accessible Ramp for Municipal Center (Vote) – Motion by Commissioner Bussard to approve the handicap accessible ramp as designed, seconded by Commissioner Goodman. Motion carried 5-0.

Crossing Guards Salaries - Burgess Miller stated that we are having trouble getting people to become a crossing guard due to the salary. Burgess Miller presented the Board with a spreadsheet of what he is proposing to pay and how he is proposing to pay the crossing guards. It needs to be consistent across the Board. Drew will speak with Liz Kurtz the head crossing guard about.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

- *March of Scarecrows – Saturday, October 19, 2019 at Middletown Park*
- *Color Me Autumn – Saturday, October 19, 2019 at Middletown Park*
- *Green Team Tour of East Wastewater Treatment Plant – Saturday, October 26, 2019 at 11am. (Holter Road across from Middletown Parkway)*
- *Halloween Parade – Saturday, October 26, 2019.*

Workshop adjourned at 8:10pm.

Respectfully submitted,

Ann Griffin
Office Manager