

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

TOWN MEETING MINUTES

WORKSHOP MEETING

October 4, 2018

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on October 4, 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, and Rick Dietrick.

STAFF REPORTS:

Community Deputy Report – Deputy Rowe gave the report for September.

Staff Planner Report – Cindy gave her report.

Engineer’s Report – Bruce gave his report.

Main Street Manager’s Report – Becky gave her report.

UNFINISHED BUSINESS:

Policy for Notification of Adjoining Property Owners for Site Plans – vote will occur on Monday, October 8, 2018.

Review of Wayfinding Signs Templates – Burgess Miller presented the Board with a draft mock-up of what the sign would look like. The Board gave Burgess Miller some ideas, he will draft another sign and send to the Board.

Discussion of Text Amendment to Section 17.16.020 – Cindy presented the Board with proposed changes to Section 17.16.020 in reference to Bed & Breakfast. Cindy state that when they made changes to the code we inadvertently left it out under Section 17.16.020 to allow Bed & Breakfast in the R-1 district. In addition, the Board asked Cindy to address the underground storage tanks section of the code to address the conflicts in the Town ordinance and more update regulation from MDE.

Discussion of Parking on South Church Street – Burgess Miller presented a draft drawing showing 6 proposed parking spaces along South Church Street. Staff is wanting to know what the Boards wishes are, do you want to move forward and notify the property owners? After much discussion it was decided to table this until the current Fire Department building is sold.

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:

Appointment of Zoning Administrator – vote tabled to the October 8, 2018 meeting.

COMMENT:

ANNOUNCEMENTS:

- *Middletown Valley Historical Society Town Talks with Larry Bussard – October 17, 2018 at 7pm. at Christ Reformed Church*
- *Scarecrow Contest – October 20, 2018 from 2-5pm. on Main Street*
- *Color Me Autumn – October 20, 2018 from 10am.-5pm. at the Middletown Park*
- *Middletown Lion's Club Halloween Parade – October 27, 2018 at 5pm. – Green Street*

Workshop adjourned at 8:56pm.

Respectfully submitted,

Ann Griffin
Office Manager