

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

REGULAR MEETING

October 9, 2017

The first monthly meeting of the Burgess and Commissioners of Middletown was called to order on October 9, 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 Chris Goodman.

CONSENT AGENDA

*Town Meeting Minutes – September 7, 2017 - Town Workshop
September 11, 2017 – Town Meeting*

Financial Statements

Recycling Law Notification Factsheet

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

PERSONAL REQUESTS FOR AGENDA:

Unfinished Business:

Memorandum Draft Annexation Agreement – Burgess Miller stated that the Town Attorney drafted our first draft of the Annexation Agreement. Drew stated that what is included in this agreement came from the previous meetings that the Board had with the developer. Farhad Memarsadeghi (owner) was present. Mr. Memarsadeghi stated that it is not feasible for him to do the traffic study and water study prior to the Board making their decision on the annexation. Mr. Memarsadeghi stated that this should be done prior to getting preliminary site plan approval by the Planning Commission. After some discussion the Board was ok with changing the language in the draft agreement to state that the traffic & water studies need to be done prior to site plan approval.

Lewis Corl, 110 Linden Blvd. – stated that he has some concerns with the trail system being proposed. After some discussion the developer agreed to have a more defined trail system. This will be referred to the Parks Committee for recommendations on connectivity to other walking trails.

Burgess Miller stated that he emailed the HOA president of Foxfield to see what amenities they would like to see. Mr. Memarsadeghi stated that it is not feasible for him to build a “community center”. Mr. Memarsadeghi stated that he is willing to install a gazebo maybe with a picnic table and bbq. Mr. Memarsadeghi also requested that the collector road be an open section road to address storm water management issues. The Board agreed with this request. Drew will provide the changes to our Attorney for the 2nd draft.

Architectural Renderings – Miller Property – Drew presented the Board with the architectural renderings of what is being proposed for the Miller Property located on East Main Street. The plan for this property is to have an indoor farmer’s market to the rear and a restaurant in the front.

Bid Recommendation for Reservoir Project – Bruce Carbaugh provided the Board with the bid tabulation sheet showing the scores they gave each bidder and how they came up with those numbers. Bruce is recommending that the Board approve up to \$166,000 for Gannett Fleming, Inc. Drew stated the budget for this project was \$180,000 so the actual bids came in under budget.

Motion by Commissioner Falcinelli to approve \$166,000 for Gannett Fleming, Inc. for evaluation and design services, seconded by Commissioner Bussard. Motion carried 5-0.

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli reported:

Water use for September – 323,961 gal., spring flow for September – 74,907, East WWTP treated 240,000 gals. and the WTPP treated 191,000 gals.

Well Field Stream Improvement project is to start in November.

Main Street waterline – new waterline has been installed from Broad Street to Coblenz Road. Contractor moving to Creamery Row area next.

No Water/Sewer meeting in October.

PUBLIC WORKS – Commissioner Bussard reported:

Locust Blvd. project has been completed.

Raised crosswalk on Franklin Street has been completed.

Guys did a lot of work setting up and tearing down for the Heritage Festival.

Bulk Trash is scheduled for Saturday, October 14 – you can put out 2 items.

SUSTAINABILITY – Commissioner Dietrick reported:

We have created a form for residents to nominate residents for doing green practices.

Green Talks – educational talks throughout Town will start in January 2018,

Pollinator Friendly Resolution will be on the November 2, 2017 agenda.

PLANNING COMMISSION – no report.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

The site for the benches and Memorial Park sign have been set.

We may be getting 3 bike racks donated. If that comes through we will place one at Memorial Park, Wiles Branch Park and Remsberg Park.

The ADA swing currently swings into the sun. Commissioner Goodman stated that he feels this swing needs to be moved and we need more of a pad for wheelchairs to be able to access that swing. This is something that the Committee is looking at for next year.

PUBLIC INFORMATION – Commissioner Falnielli reported:

Encouraged the residents to sign up for the Alert Frederick County.

NEW BUSINESS:

Review of Middletown’s Emergency Preparedness Plan – Burgess Miller stated that there were just a few minor changes that needed to be made to this plan. It was the consensus of the Board to approve.

PUBLIC COMMENT:

ANNOUNCEMENTS:

- *Scarecrow Decorating Contest and Walk -Saturday, October 21, 2017*
- *Middletown Halloween Parade – Saturday, October 28, 2017*

ADJOURNMENT

Meeting adjourned at 8:30pm.

Respectfully submitted,

Ann Griffin
Office Manager