

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN WORKSHOP MEETING MINUTES

WORKSHOP MEETING

September 5, 2019

The workshop meeting of the Burgess and Commissioners of Middletown was called to order on September 5, 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, Christopher Goodman, Tom Catania and Rick Dietrick.

STAFF REPORTS:

Community Deputy Report – Deputy McCarrick gave the Deputy report for August.

Staff Planner Report – Cindy gave her report (copy attached).

Engineer's Report – Bruce gave his report.

Main Street Manager's Report — Becky was not in attendance, but her report was included in the packet.

Zoning Administrator's Report – Mark gave his report.

PERSONAL REQUESTS FOR AGENDA: None

CONSENT AGENDA:

- *Town Meeting Minutes – August 26, 2019*

UNFINISHED BUSINESS:

Staff Recommendation for Locations of Electronic Vehicle Charging Stations – At last month's meeting Drew reported that Potomac Edison will install charging stations for free at any location and whoever uses the station will pay for their usage by credit card. Drew went over the locations staff is recommending installing the stations at. Staff is recommending 1 in the leased parking lot at the corner of East Green & North Church street and 1 at the lower section of the Elm Street Parking lot.

Review of LED Crosswalk Costs – Bruce went over the quotes that he has received to date on these signs. Last month Burgess Miller stated that Bruce received a quote from Silicon Constellation of \$30,897.01 for signs to be installed at 3 locations. The Board thought the quote seemed high and asked Bruce to obtain a few more quotes. Bruce stated that he received a quote from Tapco, and the signs do not have as many lights and the warranty is not as long as Silicon Constellation. Bruce stated that he has contacted another company but has not been able to get connected with a representative to provide him a quote.

Recommendation from Public Works Committee on East Green Street Crosswalk Location -

Discussion of Proposed Text Amendments:

- **Accessory Structures** – Mark reviewed what he is proposing to change in the code regarding accessory buildings. Burgess Miller stated that this will be on the Joint Town Board and Planning Commission meeting in October.
- **Residential Parking Requirements for Townhouses & Apartments** – Cindy stated that both the Town Board and Planning Commission have reviewed this and feel that we should go with what New Market has which is 2 parking spaces per dwelling unit + 0.5 per bedroom over 2 bedrooms.

NEW BUSINESS:

Proclamation for Middletown Goes Purple - This is a grass roots initiative within the county to reduce substance abuse related deaths and overdoses and supports those in addiction recovery and their families. This observance will occur during the month of September (National Recovery Month). Everyone is encouraged to wear purple every Friday to bring awareness and understanding of mental health and substance abuse disorders, and to celebrate those living in recovery.

Review of Traffic Study for Memar Property – Drew stated that this study was done by consultant chosen by the Town. This study is a requirement of the annexation agreement the Town approved from Memar Corporation to construct 148 active adult dwelling units. Drew stated that although the traffic will increase, we will remain as a category A at 6 out of the 7 locations the consultant looked at.

PUBLIC COMMENTS:

ANNOUNCEMENTS:

- *Month of September – Frederick County Goes Purple*
- *Month of September – Emergency Preparedness*
- *Heritage Festival – Saturday, September 28, 2019 from 10am.-5pm.*

Workshop adjourned at 8:35pm.

Respectfully submitted,

Annette Alberghini
Administrative Assistant