

# Town of Upper Marlboro

## REGULAR TOWN MEETING

September 11, 2018

Approved Minutes

### Call to Order

The meeting was called to order at 7:00 p.m.

Roll Call: Tonga Turner, President of the Board of Town Commissioners;  
Wanda Leonard, Commissioner; Linda Pennoyer, Commissioner/Treasurer

Staff present: M. David Williams, Town Clerk/Administrator; UMPD Officer Stan Madero

Also present: Darrell Carrington/Greenwill Consultants; EC Chair Anita Washington and various citizens and interested parties.

### Pledge of Allegiance

In observance of the 9/11 Anniversary, President Turner asked for a moment of silence to honor the citizens who lost their lives as a result from the 2001 attack on the United States.

### Approval of Meeting Minutes & Financial Reports

President Turner asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from August 14, 2018, the Work Session minutes from August 28, 2018 and the Treasurer's Report as of August 31, 2018 were all acknowledged by the Board as reviewed. Commissioner Pennoyer motioned to approve both sets of minutes and the Treasurer's Report, Commissioner Leonard Pennoyer seconded. All minutes from August's Town Meeting and Work Session, plus, the Treasurer's Report as of August 31, 2018, were unanimously approved.

### Reports

Staff/Committees: Commissioner Pennoyer reported on behalf of the SCW Chair who could not attend tonight. She reported that the business "Mix and Mingle" event will be this Thursday at 7:00 p.m., adding that they expect up to 60-70 people.

CERT President Commissioner Leonard delivered her report saying that last weekend she attended the MML Hometown Emergency Preparedness Action Committee (HEPAC) meeting in Annapolis with Chief of Staff Kyle Snyder. She noted the Upper Marlboro CERT have about 20 members now and have been identified as the best CERT in Prince George's County. With the goal of providing continuous training, she has recently coordinated additional FEMA on-line training opportunities for the group. She added that the Clinton CERT attended their meeting last month where Alonzo Joy conducted an "Active Shooter" training class.

TUMHC Chair Patti Skews reviewed a list of recent events that they held or participated in, such as their Quarterly Meeting on August 16, and the Cruzin' Main Street Car Show on August 25. She said they will be participating in the Mix and Mingle event this Thursday and will also be assisting with the Happy Wanderers Special Event on October 6. It was noted that they expect upward to 100 people but will be touring in small staggered groups, and that the UMPD will be on hand for any crowd or traffic control that might be needed. TUMHC Member/archivist Brian Callicott will be leading a tour of the Town for the Prince George's County Historical Society's Bus Tour on October 13 as well. She added they canceled a planned trip to Marietta House as it conflicts with the Jack O' Lantern Campfire event at Darnall's Chance that they are helping out with on October 20. She noted they were contacted by Anne Arundel County's Rising Sun Tavern for ideas and suggestions on developing a Haunted House Tour. Also, the TUMHC took part in a conference call with Sparks @ Play on August 20 concerning the development and installation of a Town themed playground. Historical attributes of the Town such as its Port Town past and Chesapeake Beach Railway Station, among others, were discussed. Grant opportunities continue to be looked into by the Vice-Chair, Tanja Hammond. There will be a meeting next Friday at 11:00 a.m. with the Executive Director of the Anacostia Trails Heritage Area (ATHA) at Town Hall, to discuss efforts to have the Maryland Heritage Areas Authority (MHAA) expand the Maryland Heritage area(s) to include Upper Marlboro. The TUMHC Vice-Chair will attend, and other members can participate remotely.

Events Committee Chair, Anita Washington announced the EC is currently exploring Plan B options should the rescheduled Movie Night get rained-out again this coming Saturday. A decision to hold the event indoors at the MVFD, or to reschedule the show again will be decided by tomorrow. Their next event will be a Trick or Treat for children on Main Street from 6:00-8:00 p.m. Ideas to get businesses to participate by holding in a window decorating contest, and, providing parking spaces in a central location to accommodate Trunk or Treaters to enhance the October 31<sup>st</sup> activity, are being developed.

President Turner: Delivered updates on the following topics: 1.) Have hired Vickie Stewart as the Town's Administrative Assistant/Receptionist, and have hired Anita Washington as Events & Recreation Director to oversee Town Committees. Anita will step down as Chair of the EC; 2.) Researching committee opportunities at the local, County and State level; 3.) Community Garden and Recreation Area to be developed at Old Crain Hwy lot; 4.) New Town website, committees will have hands-on control of content; 5.) Expanded UMPD patrol schedule to 7 a.m.-2 a.m. weekdays, and 10 a.m.-2 p.m. on weekends; 6.) Received WSSC notice, will be upgrading water lines. Town will seek repaving opportunities to "piggy-back" through associated contractor at end of project; 7.) In preparation for Hurricane Florence, staff will have an in-house Emergency Preparedness meeting this Thursday with Town Public Safety and Public Works departments, plans of action will be reviewed. Chief of Staff and Public Safety and Public Works Department Heads will join a conference call tonight with the State and County about the expected severe weather event; 8.) Due to the recent fire downtown, Al's Deli has requested permission to utilize a Food Truck service until repairs to the restaurant are completed. Town will conduct research, and engage in dialog with business and county entities to develop more options; 9.) Economic Redevelopment to maintain historical integrity of downtown area. Town's RFP/RFQ to include resident and business input.

Mr. Darrell Carrington then delivered an overview of the Town projects and initiatives that Greenwill Consultants are currently providing support for, such as: Downtown Redevelopment; The Old Stone Building; and, the Old Marlboro Elementary School (OMES) buildings. He elaborated on how their Consulting Firm works with the County and State, and how their best practices are advantageous for the Town's success. He noted County Resolution CR-49 will soon be before the Planning, Zoning & Economic Development (PZED) review board, and Greenwill is working with the County Council and the County Executive's Office to ensure the Old Stone Building is included in the County Surplus Property listings.

Public Safety: UMPD Officer Stan Madero reviewed safety tips for the season that included: School Bus Safety; Trick or Treaters awareness; House Checks available for vacationers; Severe-weather alerts; and the location of the new Internet Purchasing Safety Area at Town Hall. He announced and welcomed Latrice Green as the Town's new part-time Code Enforcement Officer.

President Turner added that Officer Green is currently training to become a police officer and hopes she can join the Town's Patrol Team after she graduates. She added that Public Safety uniforms will also be upgraded, and that there would be more foot patrol conducted to better engage with the public.

## **Business**

Ordinance 2018-07: Town Business Licensing (introduction): President Turner introduced the first draft of the ordinance that requires a licensing fee for all business entities that are within the Town. She noted the legislation is still in review by the Town Attorney and highlighted the schedule at the bottom of the last page that indicates the time period for citizen input and the date for final passage.

Special Event Application: The Board reviewed the application seeking approval to close Main Street for the Frederick Douglass High School Homecoming Parade on September 29. Events & Recreation Director Anita Washington announced the Town will be more actively involved in the Parade this year President Turner motioned to approve the application, Commissioner Pennoyer seconded the motion. The motion was unanimously approved. A second motion was made by Commissioner Leonard to waive the application fee for the school as it had in previous years, Commissioner Pennoyer seconded. The motion to approve the Special Event Application passed unanimously.

Red Light Camera Installation Agreement: An Agreement authorizing the Town to install a Red-Light Camera upon the exterior of 14611 Main Street (Ledo Pizza) was discussed and put up for Board approval. Commissioner Pennoyer motioned to approve the Agreement as presented, Commissioner Leonard seconded. The motion was unanimously approved.

Public Safety Capital Expenditure: The President noted that funding for the acquisition of a Lidar Speed Unit was already appropriated in the FY2019 Town Operating Budget, but a vote on the procurement would be conducted in the interests of transparency. Officer Madero then explained the difference between a Radar and a Lidar speed detection gun. A discussion ensued concerning Department Head's discretion on managing their respective budgets, how they are best tracked, and how and when adjustments are made. It was noted that current accounting practices and the overall structure of monthly Treasurer's Reports would be upgraded.

General/Administration issues: There were no additional issues brought before the Board at this time.

### **Public Comment**

There was no public comment presented at this time.

### **Adjournment**

President Turner motioned to adjourn, Commissioner Penoyer seconded. With all in favor, the meeting was adjourned at 8:46 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk/Administrator

