

Town of Upper Marlboro

REGULAR TOWN MEETING

September 13, 2016

Approved Minutes

Call to Order

The meeting was called to order at 7:31 p.m.

Roll Call: James Storey, President of the Board of Town Commissioners
Nancy Clagett, Commissioner / Treasurer
Linda Pennoyer, Commissioner

Staff present: M. David Williams, Town Clerk/Administrator

Also present: Barry Morton/Marlborough Towne HOA, Steve Sonnett/SCW Chair, Patti Skews/TUMHC Chair, Sergeant Washington/UMPD and various citizens and interested parties.

Pledge of Allegiance

Approval of Meeting Minutes & Financial Reports

President Storey asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from October 9, 2016 and the Work Session minutes from October 23, 2016 were acknowledged by the Board as reviewed. Commissioner Clagett motioned to approve both sets of minutes, Commissioner Pennoyer seconded. All minutes from October's Town Meeting and Work Session were unanimously approved.

Commissioner Clagett reviewed highlights of the Treasurer's Report as of August 31, 2016. She noted that total operational revenues and general government expenses were within an acceptable range of the 16.66% benchmark for 2 months into FY2017. President Storey added that the Town's accounting procedure has changed to an accrual-based reporting system from that of a cash-basis one, in order to obtain a more accurate picture of the Town's financial status. It was also noted that line item percentiles from 8280.04/Public Safety, and 8383/Public Works, would be brought back to 100% when mid-year adjustments are implemented. Commissioner Pennoyer motioned to approve the Treasurer's Report, President Storey seconded. The Treasurer's Report as of August 31, 2016 was unanimously approved.

Reports

Staff/Committees: SCW Chair, Steve Sonnet reported that \$600 in DHCD grant funding remains for FY2015 and FY2016, and that they are waiting for word of funding for FY2017.; The Town Clerk had no report, but asked attendees of the meeting to please make sure to sign in.; TUMHC Chair, Patti Skews reported that they exhibited at the "Cruzin' On Main Street" event on August 27 and made an important contact with a past resident, who has since posted photographs on the TUMHC Facebook page depicting the Town back when she was growing up. She noted that at their quarterly meeting, the TUMHC discussed adding to their budget the procurement of 2 canopies, 2 folding tables and possibly a laminator. She added that the TUMHC will hold an Archiving Session this Saturday at 10 a.m.

Commissioner Clagett: Reported that Town's Wellness Program is underway and that 8 full-time employees have received their "fitbit" activity trackers. She added that the Forest Garden Club will be planting Chrysanthemums in the flower planters that were recently installed downtown, and, that State Highway officials have said that the Crain Monument repairs will commence in the Spring.

Commissioner Pennoyer: Reported that the Day-to-Serve "Pond Clean-Up & Food Drive" event had 15 volunteers, and Park Service personnel were very pleased with how much got accomplished. Though the food drive did not go as well, she plans to hold another one with Trinity Church sometime in the late fall.

President Storey: President Storey delivered updates on the following topics: 1.) County is currently laying fiber-optic cable to connect the Town to the intergovernmental I-Net system, to join 23 other municipalities; 2.) Surplused Silverado brought in \$3,200 at auction, and has reduced the Town's insurance premiums; 3.) RDA currently in the exemption process with the Town Hall Addition & Renovation Project, and the Project Manager will be meeting with the structural engineer tomorrow; 4.) Public Works Crew member Edward Butler is back to work after medical leave; 5.) Chief Gonnella is currently attending the MML Chief's Conference; 6.) SHA offered to fill in one of 2 remaining gaps left in the new sidewalk along the south side of Rte. 725 Old Marlboro Pike; 7.) The "Purple Light Nights" domestic violence awareness program kicks-off on October 3 with a lighting ceremony at the Family Justice Center.

Business

Ordinance 2016-03: Residential Property Standards: The President introduced the ordinance that builds on old Ordinance 88-1 and enhances the Town's ability to better enforce County Code issues with the addition of a Town Code Enforcement Officer. He highlighted Section 5, and Section 6/items E through K, adding that issues brought forth from residents in the past have been incorporated into the draft. Passage onto residential property by Code Enforcement was discussed, and it was noted that the Town's Counsel has written more on the subject which is available for inspection. The draft ordinance will be posted on the Town's website and social media outlets for the next month and will also be further discussed at the September Work Session. Projected approval is currently scheduled for the October Town Meeting.

Resolution 2016-09: Town Position on Water Street Bus Stop: The President introduced the resolution that will support current efforts to address dangerous safety issues compounded and/or created by the current location. The floor was opened for comment and after discussion it was decided to table approval of the resolution pending the addition of possible police statistics documenting incidents at that location.

Contract Renewal: Single-Stream Recycling: Current resident complaints concerning recycle pick-up were reviewed by the President who also provided 3 recent proposals from contractors for the service. Discussion included possibly changing the pick-up day too, but the consensus reached was to keep the schedule the same. Commissioner Clagett motioned to accept the proposal from Burch Trash Service, Commissioner Pennoyer seconded. The motion was unanimously approved.

Town Investment Program: Administrative Procedures: The President reviewed amendments to the 2010 policy directive that will update financial institution references and enable a better return on investments. After discussion, some minor edits were noted. Commissioner Clagett motioned to approve the updated policy directive as amended, Commissioner Pennoyer seconded. The proposed amendments to the Town Investment Program's Administrative Procedures were unanimously approved.

Elm Street Repaving & Sidewalk Project: The President delivered an update on the project and presented a proposal from CB3 Consulting Services, Inc. for construction that is projected to be conducted this November. Copies distributed of CB3's proposal included a breakdown of both the Town's and Counties assumed costs, plus, an update of contractor proposals submitted to date. Residents asked if there would be road closures and/or any impact on accessibility to the post office. The Clerk said that any such situations would be posted on the Town website and social media outlets. Commissioner Clagett motioned to approve the proposal from CB3 and the bid from American Striping as of today, Commissioner Pennoyer seconded the motion. With no one in opposition, the proposal was unanimously approved.

Special Event Application: An application from Frederick Douglass High School to hold their annual Homecoming Parade was reviewed. Board approval was unanimous, and the application fee was customarily waived for the event.

General/Administration issues: Commissioner Pennoyer requested that the Town purchase a copy of the film footage produced by Fox5 for the recent Zip-Trip event for the quoted price of \$150. Board consensus was agreeable and options for procurement and airing rights were briefly discussed.

A resident complained about the proliferation of large delivery trucks on Church Street. Officer Washington said he will consult with the Chief on the matter and, in the meantime, will observe and interact with the delivery services that use the street for access to the 7-11 convenience store.

Public Comment

Commissioner Pennoyer reported that she organized a "first" Business Group meeting for last week on Thursday that about a dozen business owners and managers attended. She said the group would like to revisit the parking enhancement issue, and that they expressed a desire for more communication between the Town and the business community. The President reviewed the history of the parking legislation in question and said that it has been in discussion since April and unanimously passed by the Board. He added that the rate and time changes were necessary as a revenue enhancer given income taxes will be lower than usual going forward. He emphasized that the only alternative at hand was to raise Town tax rates which are now the lowest in the county.

With the floor open for comment, a business owner cited an assault of one of his employees 2 weeks ago to emphasize that it was dangerous for women to have to walk 100 feet from available free parking to his establishment. Sgt. Washington explained the incident happened on Rte. 4 and not within the corporate boundaries of the Town. Also, whether or not \$0.50 per hour after 6:00 p.m. was an actual imposition to customers or was a normal rejection of change, was actively discussed. Predatory enforcement, crime control, intentional targeting of a business, failure to approach businesses on the changes, speculation on loss of customers and possible inadequate street lighting were also discussed as issues of concern.

Options for compromises, such as, providing tokens for businesses, and/or, eliminating Saturday and holiday hours were presented for consideration by Commissioner Pennoyer and some residents. It was also suggested that the Board revisit the changes at their next budget cycle to which the President said they would, but said right now, the obligation of the Board to the residents for a balanced budget took priority.

The President then requested that residents and Town businesses please make an appointment to come into the Town Offices to discuss any issues they may have. Additional public comment had suggestions from residents that the Board revisit the parking study to see if further modifications would be feasible, and that there should be, and should have been, a Public Hearing on the subject.

Adjournment

Commissioner Clagett made a motion to adjourn, Commissioner Pennoyer seconded the motion. The meeting was adjourned at 9:11 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

