

Town of Upper Marlboro

REGULAR TOWN MEETING

June 6, 2017

Approved Minutes

Call to Order

The meeting was called to order at 7:30 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; UMPD Chief Calvin Washington

Also present: Fran McLellan/THA&RP Project Manager; 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 May 9, 2017 and the Work Session minutes from May 22, 2017 were acknowledged by the Board as reviewed. Commissioner Clagett motioned to approve both sets of minutes, Commissioner Pennoyer seconded. All minutes from May's Town Meeting and Work Session were unanimously approved.

Commissioner Clagett reviewed highlights of the Treasurer's Report as of May 31, 2017. She noted that total operational revenues and general government expenses were within an acceptable range of the 92% benchmark for 11 months into FY2017. Expenses line item #8080/Bank Charges was noted as high for the Church Street Parking Lot Kiosk, and line item #8110/Legal Fees was noted as high as well. Under Public Safety, line item #8274/Weapons & Equipment was reported to represent the acquisition of Tasers & Body Cameras, and, the uptick in line item totals (reflecting personnel expenses) was attributed to an increase from 4 officers to 5 total for the Police Department. Under Public Works line item #8410/Vehicle R & M, she advised a new vehicle is being purchased and the old flatbed will become surplus for sale. It was further noted that a CD maturing on June 12, will be combined with other MLGIP funds so as to have over \$1M in liquid funds, in-hand, for the completion of current projects. Commissioner Pennoyer motioned to approve the Treasurer's Report, President Storey seconded. The Treasurer's Report as of May 31, 2017 was unanimously approved.

Reports

Staff/Committees: Steve Sonnett delivered a report on the last Sustainable Communities Workgroup meeting from this morning. Given there is \$29,420.55 left in grant funding for the Façade Improvement Program, the group is currently talking with a few other property and business owners that have not yet joined the program. Eyesore issues with dumpsters along the alley behind 14711 Main Street was also discussed. He added that he will be meeting soon about trail connectivity projects with Aaron Goldbeck, Bicycle Coordinator with the Department of Transportation Services/University of Maryland.

Historical Committee Chair Brian Callicott reported on the TUMHC's 3rd Memories & Morsels on Main Street Event on May 13, 2017, stating there were 2 tours, plus, special guests with quite a bit of historical information to pass along. He invited all to check out the TUMHC Facebook page for other exciting historical research that includes postings about the old Marlboro Racetrack. He also noted upcoming history-related events and the next TUMHC Quarterly meeting. Other items of interest included: 1.) Working with Trinity Church on identifying old cemetery plots; 2.) Recently received a 1907 Baltimore Sun article about the Town's history; and, 3.) Will be presenting ideas to the Board for creating a video that chronicles the Town's history.

Chief Washington delivered a "Safety Update" noting the Town has posted a classified ad for an additional police officer to help cover the Saturday shifts and be on-call should an officer be out. He noted complaints of cars speeding on Old Mill Road and has purchased moveable speed humps.

The Clerk reported on the following items: 1.) The Cruizin' Main Street Car Show is scheduled for August 26th—the application will be reviewed for approval at the next Town Meeting; 2.) Mosquito Spraying started on June 5—residents can opt-out; and, 3.) The Town Hall Project's Groundbreaking Ceremony will be held on June 14 with State and County officials present and residents invited.

Commissioner Clagett: Reported that the FY2017 Wellness Program had come to a close on May 31st and one the three participants who reached their stated goals has received the budgeted cash award. The FY2018 Wellness Program will begin on July 1st and the Town hopes to have more participants.

Commissioner Pennoyer: Attended the Community Service Area 23 Leadership Council's Meeting last week concerning the National Night Out Event scheduled for August 1 at 6:-8:30 p.m.at the Villages of Marlborough Shopping Center. She noted that the CERT Team has "adopted" the School House Pond and will be "policing" the facility more frequently now than before, to report any trash and safety issues. She added that a meeting schedule for the new Marlborough Day Festival Committee has been set for the 1st & 3rd Wednesdays of every month at Trinity Church, starting on June 21st up until the event date in May.

President Storey: President Storey delivered updates on the following topics: 1.) Memorial Day wrap-up report and acknowledgments; 2.) Groundbreaking Ceremony reminder; 3.) Required documentation and DPIE Pre-construction meeting schedules for the THA&R Project; 4.) Elm Street Project tree cutting and fences work schedules; 5.) Elm Street Project signage placement & street closure forecast.

Business

Ordinance 2017-02: FY2018 Town Operating Budget (adoption): The President noted basic constraints to this year's operating budget that included \$60K less in local income tax revenues, and a \$10,500 increase in Health Insurance premiums. Citing there were some other revenue enhancements built into the budget, overall, the FY2018 revenue total is \$47,400 less when compared to last fiscal year's revenue total. He then reviewed several adjustments made to line items of the detail budget since the Ordinance's introduction in May. After reading aloud key components of the ordinance, the President asked for a motion to adopt Ordinance 2017-02. Commissioner Clagett motioned to approve the ordinance. President Storey seconded. The motion was passed by a majority vote of the Board with President Storey and Commissioner Clagett voting for, and Commissioner Pennoyer voting against adoption--citing total costs for the Town Hall Addition & Renovation Project were too high.

3rd Party Inspection Program: A contract with CTI District Services was put before the Board for approval. Once approved and signed, CTI will fulfill a mandatory DPIE requirement that 3rd Party Inspections be completed and submitted to DPIE prior to the Town's permit application approval. After discussion and consultation with Project Manager Fran McLellan, Commissioner Clagett motioned to accept the proposal from CTI District Services. Commissioner Pennoyer seconded the motion. With all in favor, the motion was unanimously approved.

General/Administration issues: No additional items/issues were brought forth to the Board at this time.

Public Comment

No public comment was offered from those in attendance at this time.

Adjournment

Commissioner Clagett made a motion to adjourn, Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 8:18 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

