

Town of Upper Marlboro

REGULAR TOWN MEETING

October 10, 2017

Approved Minutes

Call to Order

The meeting was called to order at 7:32 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 Washington

Also present: THA&R Project Manager Fran McLellan 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 September 12, 2017, the Work Session and the Town Public Hearing minutes from September 26, 2017 were acknowledged by the Board as reviewed. Commissioner Clagett motioned to approve all three sets of minutes, Commissioner Pennoyer seconded. All minutes from September's Town Meeting, Board Work Session and Public Hearing were unanimously approved.

Commissioner Clagett reviewed highlights of the Treasurer's Report as of September 30, 2017. She noted that total operational revenues and general government expenses were within an acceptable range of the 25% benchmark for 3 months into FY2018. Above average percentile items noted included: 1.) Line item 8074/Audit—50 percent paid up front, audit begins tomorrow; 2.) Line item 8110/Legal—multiple amendments/changes to Ordinance 2017-03; 3.) Line item 8122/Ins Liability—paid upfront; 4.) Line item 8375/PW Uniforms—purchased extra gear with rebate; and, 5.) Line item 8517/Cap Outlay Streets & Sidewalks—to complete Elm Street Project. An inquiry was made about an increase in line item 8080/Bank Charges. The President stated that he will investigate the reasons for the increase with the Accountant tomorrow. Commissioner Pennoyer motioned to approve the Treasurer's Report, President Storey seconded. The Treasurer's Report was unanimously approved.

Reports

Staff/Committees: TUMHC Chair Brian Callicott delivered reports on the Union United "Community Day" and the Day-To-Serve "Pond Clean-Up" events at which the TUMHC participated. He said Maryanne Scott has completed 2 bulletin boards, and that Darnall's Chance needs volunteers for their next event.

CERT Team Leader Wanda Leonard reported she completed a Social Media for Disaster Preparedness class offered by the University of Hawaii; CERT members attended a 2-day CERT Conference at Flowers HS; Gave an informational presentation to the Villages of Marlborough HOA; and, Currently working with the Clinton-area CERT Team in hopes to assist with future Douglass HS Homecoming Parades.

SCW Chair Steve Sonnett reported he met this morning with Deputy Chief Administrator Tom Himler and the County Redevelopment Authority, concerning the funding of Town redevelopment. The Chair said the first round of funding would come next fiscal year, and advised the Board to identify specific projects for the first \$500K of funding. He recommended the Town hold a special informational meeting to explain the funding for this "Community Redevelopment" program, and gather input from residents and businesses to help define and prioritize eligible projects. He also suggested the Board consider: 1.) Hiring a Redevelopment Manager; 2.) Proceed with the Pratt Street Project (without proposed SHA sidewalks on Rte. 725) using redevelopment funding; and,

3.) The Board petition for a separate line item in the County FY2019 Budget to address the future of the Old Marlboro Elementary Schools (OMES). He added that the Zoning Rewrite is ready to be presented to the County Council and he will be contacting the M—NCPPC Planner for the Town (John Wooten) to gather insight on the plus and minuses of the rewrite. In addition, he reported that the F.I.P. Project is going well and that there are remaining FY2018 funds available. President Storey said he has already talked with Trinity Church and suggested November 21st for a Special Town Forum on “Community Redevelopment”.

Chief Washington reported crime statistics are down, and that the Public Safety Department has successfully transitioned to e-ticketing with parking citations that should save about \$2K/yr.

Town Clerk Williams reported that he has successfully graduated as a Fellow from the University of Maryland’s Academy of Excellence Program through partnership with the Maryland Municipal League.

Commissioner Clagett: Reported that flooring and cabinetry for the new Town Hall has been selected, and that she is currently evaluating needs for new, donated or refurbished furniture. She also said she and Commissioner Pennoyer would be attending a meeting tomorrow about the Crain Monument Repairs. She noted repairs will take about 2 months and advised everyone that traffic will be impacted.

Commissioner Pennoyer: Reported on the Pond Clean-Up Event noting the Park Rangers were very appreciative of the volunteers that have been making a big difference for the better. She also went to a CSA 23 Leadership Council meeting about deterring car theft and vandalism, and also attended the Purple Light Nights Ceremony. She added that the TOUM Business Group was considering publishing a newsletter and also asked about advertising in the Town’s newsletter and Facebook page, adding the Town should have a feature article on a Town business every month in the *Landings*.

President Storey: Reported that the SHA has confirmed they will complete the sidewalk on the south side of Rte. 725 by the end of the year (he noted a different SHA office will be installing ADA pedestrian ramps for the railroad crossing at Rte. 301 outside the Town’s corporate boundaries). Other reports included: 1.) The new solar-powered Speed Monitor is performing very well and is making for safer streets; 2.) The Town has been assisting Marlborough Towne with providing signage, and guidance on lighting, for their new playground which is now 90 percent complete; 3.) The Frederick Douglass Homecoming Parade will have streets closed 9–11 a.m. this coming Saturday.

Business

Ordinance 2017-03: Commercial Property Standards: The President noted the ordinance, which was the subject of 8 Board Meetings, 2 Public Hearings and 4 drafts, was now up for a Board vote. After a final reading, one minor correction was noted. Commissioner Clagett motioned to adopt the ordinance as amended, Commissioner Pennoyer seconded. Ordinance 2017-03 was unanimously adopted.

Ordinance 2017-04: Street Construction and Cuts: The President conducted the final reading of the ordinance that was introduced at the September Town Meeting. Commissioner Clagett motioned to adopt the ordinance as amended, Commissioner Pennoyer seconded. Approval was unanimous.

Ordinance 2017-05: WGL Franchise Agreement: The President conducted the final reading of the ordinance that was introduced at the September Town Meeting. Commissioner Clagett motioned to approve the ordinance, Commissioner Pennoyer seconded. Approval was unanimous.

Town Hall Addition: Project Manager Fran McLellan delivered updates and details concerning change orders to be approved by the Board. The 4 change-orders were then reviewed and read aloud by the President. Commissioner Clagett motioned to approve the 4 change-orders totaling \$31,363.00, Commissioner Pennoyer seconded. The 4 change-orders were unanimously approved.

Public Works Facility Improvements: The President read aloud a letter he sent to Tom Himler/Deputy Chief for Budget, Finance, Economic Development and Administration, detailing the

history of the property boundaries on Judges Drive (old Douglass Street) and the dire need for a water connection to the Facility. A discussion followed about a possible existing water line, utilizing a hot-water holding tank and the old existing well, old RDA surveys, ingress and right-of-ways, abandoned sewer lines, Memorandums of Agreement with the County and Health Departments, and buildings in the flood plain.

Board of Supervisors of Elections/selection: The President asked for consent from the Board to nominate 3 Town residents to serve as the Board of Supervisors of Elections (BoSE) for a 2-year term commencing on November 6, 2017. The 3 residents up to be appointed are: Yvonne Tucker (continuing as Chair); John McCauley (to continue as Board Election Judge); and, past-Commissioner and BoSE Chair, Joseph Hourclé. President Storey motioned to approve the slate of residents to be appointed to the Board of Supervisors of Elections, Commissioner Clagett seconded. With 2 (two) in favor and 1 (one) against (for an undisclosed reason), the motion was approved by a majority vote of the Board.

Holiday Party Schedule: Given a major sports event conflict on December 10th, the President recommended that the Town Holiday Party be scheduled for December 17, 2017 at 5 p.m. It was noted a temporary Use & Occupancy Permit may be needed if the new Town Hall renovations are not yet completed.

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

Public Comment

A resident noted that palettes are being put down along the Western Branch at Rte. 202. The President replied that it was an alternate route for construction equipment that will be working on a natural filtration project to bring fresh water to the School House Pond.

Another resident complimented the cupola on top of the new Town Hall, noting it provides a positive branding for the Town.

Commissioner Pennoyer inquired into the Election Calendar schedule in relation to Town meetings and the Town Election. It was noted by the Clerk that the January Regular Town Meeting will most likely need to be rescheduled to the 3rd Tuesday (January 16th) to accommodate the Charter mandated Organizational Meeting of the newly elected Commissioners, and, a swearing-in ceremony by the Clerk of the Circuit Court.

Adjournment

President Storey motioned to adjourn the meeting, Commissioner Clagett seconded the motion. With all in favor, the meeting was adjourned at 8:48 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

