

# Town of Upper Marlboro

## REGULAR TOWN MEETING

January 8, 2019

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 Chief Operating Officer Michelle Knox (COO); Chief of Staff Kyle Snyder; UMPD Code Officer Latrice Green; Finance Director William Morgan; and, Events Director Anita Washington

Also present: SCW Chair Evelyn Stephens; EC Treasurer Sarah Franklin; TUMHC Archivist Brian Callicott; and various citizens and interested parties.

### Pledge of Allegiance

### 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 December 11, 2018 and the Work Session minutes from December 18, 2018, plus, the Treasurer's Report as of December 31, 2018 were reviewed by the Board. Commissioner Pennoyer motioned to approve both sets of minutes, Commissioner Leonard seconded. All minutes from December's Town Meeting and Work Session were unanimously approved.

Finance Director Morgan reviewed the December Treasurer's Report noting that Fines, Licenses & Permits revenues were low due to the current delay in implementation of the Automated Traffic Enforcement Program. He also noted that Grant funding revenues for the F.I.P. program and the M-NCPPC Streetscaping grant are anticipated to come in closer to the end of the current fiscal year. Other Intergovernmental income including \$40K from Town taxes is also expected to come in January. He added he is working with Town Committee Chairs on their line item budgets, and General Government expenses are high due to up-front annual payments of pensions, payroll taxes and healthcare benefits. It was noted that the Town's investment accounts balances were also provided on the last page of the report. Mr. Morgan then delivered a FY2019 Mid-Year Financial Report, print-outs were offered of the Power Point presentation.

### Reports

Staff/Committees: TUMHC Archivist Brian Callicott reported that the TUMHC Secretary had resigned and that they will be filling the position by vote at their next Quarterly meeting in February. He added that he was able to tour Mount Lubentia where vital government documents were hidden from the British during the War of 1812.

SCW Chair Evelyn Stephens delivered an overview of the Town's Sustainable Communities Designation and their work to renew the application which is due to the Department of Housing and Community Development in February. She also reviewed current grant opportunities available to downtown businesses through the DHCD. A request to consider the rehab of Old Mill Road was noted.

Events Committee Treasurer Sarah Franklin reported that the Marlboro Day Sub-Committee met last week and will be meeting monthly. Currently searching for sponsors and discussing involvement with other Town Committees. Calls for more volunteers will be posted online and through Social Media, and the EC is working on effective communications with business establishments on downtown events notification. The EC has also scheduled a Game Night for February 9<sup>th</sup> 4-7 p.m., and a Poetry Slam on April 13<sup>th</sup>. She added the EC will also have a Movie Night in June and added that turnout for the Town events has been terrific and is steadily growing.

Commissioner Pennoyer: Reported that she attended the installation of Alicia Braveboy as the States Attorney for Prince George's County yesterday at the Courthouse.

Commissioner Leonard: Reported that the UM CERT sent a welcome letter to newly elected Chief Harris. She noted the MML Conference Planning Committee would be selecting Workshop proposals soon and was hopeful her presentation on "Creating & Maintaining a CERT" workshop will make the program.

President Turner: Delivered updates on the following topics: 1.) Town Public Works crew currently conducting street sign replacements; 2.) Town Hall-iday Party a big success with 50+ attendees and a very diverse cross-section of mostly Town residents; 3.) Recent DPW&T and SHA upgrades include crosswalk with curbed island at Water and Church Streets plus, curbing at the Old Stone Building; 4.) Citizen input being reviewed by the Commission for Parking Meter Resolution 2018-06; 5.) Downtown Redevelopment Request For Qualifications (RFQ) resulted in the selection of 3 developers who will now submit proposals and deliver presentations before selection at future Town Meetings for citizen and community stakeholder input and review; and, 6.) The President encouraged all to attend, noting presentations will be delivered in the Spring, a selection committee will be formed, and the estimated project timeline from selection to proposal approval should be about 12-15 months.

### **Business**

Ordinance 2018-10: Special Events: Current edits under review by the Board, discussion will continue at next Work Session. It was noted that Committee Resolutions bylaws will be reviewed then as well. A motion to defer final passage of Ordinance 2018-10 to the February 12 Town Meeting was made by Commissioner Pennoyer and seconded by Commissioner Leonard. The motion passed unanimously.

Door-Knocking Campaign & Survey Results Overview: Campaign event went well and full report will be posted online for citizen review. COO Knox added that Department Heads and Board members will review the report results and submit suggestions for action items to address concerns. Commissioner Pennoyer was acknowledged for suggesting the project earlier in the year.

Oath of Office/ Chief of Police: The President introduced the Town's new Chief of Police to be, David Burse, stating his swearing-in will be postponed until some outstanding administrative processes are completed. She noted an external audit of the UMPD was conducted at her direction with less than favorable results. She then reviewed Mr. Burse's impressive career experience and highlighted his leadership skills and established relationships he has with State and County Law Enforcement agencies.

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

### **Public Comment**

A concerned resident commented on an issue he has with the current Budget, stating the Town is forecasted to spend more than it will get in revenues. The President noted that those issues will be addressed by future amendments.

A resident commented on how much safer she feels touring the Town with her children with the new crosswalk upgrades. It was noted that upgrades to the Water & Main Streets are coming this summer. The President introduced and welcomed first-time resident attendees to tonight's Town Meeting.

### **Adjournment**

Commissioner Leonard motioned to adjourn, Commissioner Pennoyer seconded. With all in favor, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk/Administrator

