

Town of Upper Marlboro

REGULAR TOWN MEETING

October 13, 2020 • 7:00 p.m.

Approved Minutes

This meeting was conducted via Zoom Video Conference: <https://us02web.zoom.us/j/85999615701>
Meeting ID: 859 9961 5701; Dial-in only: 301-715-8592

Call to Order

The meeting was called to order at 7:01 p.m.

Roll Call: Commissioner/Treasurer Sarah Franklin; Commissioner Janice Duckett.
(Linda Pennoyer/President—communicated absence.)

Staff present: M. David Williams, Town Clerk; Kyle Snyder/Administrator; UMPD Chief Burse; William Morgan/Director of Finance; Superintendent Darnell Bond/Public Works; and,

Also present: TUMHC Chair Patti Callicott; TUMHC Archivist Brian Callicott; EC Chair Jeremy Gunnoe; Joseph Hourclé /Board of Supervisors of Elections; Monica Williams/Marlborough Towne HOA; Ray Feldman/Feldman Communications Strategies LLC; Ivan Lanier, Jacob Moore and Tia Ortiz/Greenwill Consulting Group LLC; plus, various citizens and interested parties.

Pledge of Allegiance

Consent to the Agenda

The President received unanimous consent to the Agenda.

Closed Session Statement

Commissioner Franklin read aloud the closing statement from the September 22, 2020 Closed Session:

The September 22, 2020 Board Work Session: The meeting was closed to the public in accordance with the procedures found in the General Provisions Article, §3-305(b) of the Maryland Code. The topics and purposes of this closed meeting were to conduct a General Government Operations and personnel overview, and to preserve confidentiality of information concerning personnel structure, and the selection of the Town Treasurer.

The specific statutory authorities to close the session are found in the General Provisions Article Subsection 3-305, Subsection (b), Paragraph (1). Persons present for closed meeting discussions: President Linda Pennoyer; Commissioner Sarah Franklin; and Commissioner Janice Duckett.

Approval of Meeting Minutes & Financial Reports

Commissioner Franklin motioned to approve the Regular Town Meeting minutes from September 15, 2020, the Board Gathering/Education Session from September 16, 2020, the Board Work Session minutes from September 22, 2020, and the Treasurer's Report as of September 30, 2020. Commissioner Duckett seconded. All Board meeting minutes from September's Town Meeting and Work Session, plus, the September Treasurer's Report were accepted and approved, as presented, by a Board majority vote.

Reports

Departments/Committees:

- Jacob Moore/Greenwill Consulting Group delivered an overview of their work at the State House on the Town's behalf. Topics included current 2 Ballot measures (General Assembly Budget powers,

and, Sports Betting), plus, Police Reform (mandatory body cameras, universal use-of-force statute, investigation procedures policy, and end-of-year report to the Assembly.) He added that Greenwill will be attending the Town's virtual meeting with Senator J.J. Peters on October 29th.

- Chief Burse delivered the UMPD report for the month of September 2020 that was provided by a PowerPoint slide for the Zoom attendees. He noted the National Faith & Blue Organization event did not pan out. He added that during the month of September, 9 Code Violations letters were mailed, 187 Parking Citations were issued, and over 30 moving violation tickets were written.
- Superintendent Bond delivered the Public Works status report for September 2020 that was also projected via PowerPoint for the Zoom attendees. He noted that one of the two Water Street flood and road closure events this past month was during the off-hours. Commissioner Franklin thanked all the department members for their hard work.
- Director of Finance Morgan reviewed highlights of the Treasurer's Report noting September actuals and related projections for October. He added that he had also participated in the MML Fall Conference education sessions on Budgeting. It was noted that \$25K worth of Personal Property Tax invoices had been mailed, and Business License letters will be going out with copies of the approved Resolution 2020-21. He added COVID/CARES Act expenses will be accounted for in a separate line item in the Budget going forward.
- TUMHC Chair Patti Callicott announced that TUMHC Secretary Dee Walsh had recently passed-away on September 26th and the TUMHC is currently looking to fill that now vacant position on their Board. She then reported that the Committee's Archive Session on October 17th conflicts with the MD Lynching Memorial Project meeting.
- EC Chair Gunnoe reported that plans for the Drive-Thru Trick-or-Treat event have been cancelled for logistical/Covid-19 reasons, and that there will be no alternate activity. He added that due to the pandemic, the Committee has suspended activities/events for the remainder of 2020.
- Reporting for SCW Chair Stephens, TA Snyder stated the Town's Sustainable Community Workgroup is finalizing the Town's application for the FY2021 F.I.P. Grant funding cycle that will now include exterior and interior projects. This program grant can also be utilized for streetscape detailing and possibly a Pocket Park Project for Main Street currently in the planning stages.
- Chief Burse stated there was no CERT Report for September.

Commissioners:

- Commissioner Duckett: Announced she also had attended the Budget classes at the MML Fall Conference noting she is interested in further discussions on Budget Reduction techniques and Rainy-Day Fund accounts. She said the class on the Public Information Act was worth attending again in the future.
- Commissioner Franklin: Stated she also attended the MML Budget class that provided for her insight into how best to diversify income. She added that the Racial Equity class had brought to light many resources for the Town to help apply a new racial equity policy to all operations. She would also like to explore partnering with HOAs, in-and-out of Town, to help enhance the Town's Green and Sustainable initiatives and help with volunteer committees.

Business

- 1.) Resolution 2020-21 Business License Fees: Commissioner Franklin noted that the full Board unofficially approved the Resolution at their last Work Session and would now proceed with a Board vote. Clerk Williams read aloud the introduction. Commissioner Franklin motioned to approve the Resolution as presented, Commissioner Duckett seconded. Resolution 2020-21 was approved by Board majority.

- 2.) MDOT/SHA 3-year Salt Utilization Agreement: TA Snyder reviewed the Agreement's benefits to the Town noting how it is utilized by the Town's Public Works Department. Commissioner Franklin motioned to approve entering into the Agreement, Commissioner Duckett seconded. With no one in opposition, the SHA Salt Utilization Agreement was unanimously approved.

Administrative Updates

- 3.) Legislation, Projects and Initiatives: TA Snyder reviewed a spreadsheet included in the PowerPoint presentation. He noted the Employee Handbook will be reviewed by the Board and Department Heads before a Resolution is drafted for Board approval. Additional notes included: 1.) An RFP for mural artists will be developed once a meeting with the Town's new Arts Council is conducted; 2.) The 2020 Census Outreach grant project reached 15,000 citizens, and the deadline to submit forms has recently been extended to October 31st ; 3.) New parking enforcement vendor needed to successfully merge two systems; 4.) The Western Branch Levee and Grading Project to be shared on Social Media for residents and businesses; and, 5.) The Water Street Bridge Project has been pushed back to 2024 due to recent State Budget cuts.

TUMHC Chair Patti Callicott asked about stray palettes abandoned at the Western Branch, TA Snyder stated he had sent notice to the SHA and the DPW&T but will now send complaint to the Environmental Inspector.

- 4.) General Commissioner & Staff Items: A photo collage of the past month's finished Town projects and special happenings were shared with meeting participants. It was noted the Ballot Drop-Box at the Show Place Arena was monitored by the Park Police 24/7.

The next Town Green Team meeting will be held virtually on December 2, 2020.

Clerk Williams noted the Town's 2020 reprinted Citizen's Guide will be delivered to residents soon. During discussion, it was noted that the names and stories of notable African Americans, important to the development of the Town, were not officially recognized in most published historical accounts of Town history. Clerk Williams said that an insert will be included in this Guide to acknowledge the lack of this history, which the Board hopes will be developed by the TUMHC and other interested volunteers for the next reprint in 2022. Commissioner Franklin suggested efforts should be made to use Social Media outlets to share with citizens historically significant Black History as it is collected and archived.

Public Comment

Board of Supervisors of Elections member Joe Hourclé said he concurred with the earlier suggestion to partner with area HOAs to address quality of life issues that affect the Town and all the surrounding communities.

Adjournment

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,



M. David Williams
Town Clerk

