

Town of Upper Marlboro

REGULAR TOWN MEETING

December 14, 2010

Approved Minutes

Call to Order

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

Roll Call: Stephen F. Sonnett, President of the Board of Town Commissioners
James Storey, Commissioner/ Treasurer
Joseph A. Hourclé, Commissioner (*scheduled absence*)

Staff present: M. David Williams, Town Clerk

Also present: Marcus Moore of *Patch.com*, Zoe Tillman of the *Gazette*, and various citizens and interested parties.

Pledge of Allegiance

Review/Approval of Meeting Minutes & Financial Reports

President Sonnett asked for consent to the Agenda. Approval was given by Commissioner Storey. The Town Meeting minutes from November 9, 2010 and the Work Session minutes from November 23, 2010 were summarized by President Sonnett. Commissioner Storey motioned to approve both sets of minutes, President Sonnett seconded. All minutes from November's Town Meeting and Work Session were unanimously approved.

Commissioner Storey reviewed highlights of the Treasurer's Report dated November 30, 2010.

Income: Revenues keeping within the expected 42% range, with Interest Earnings slightly higher.

Expenses: No Capital Outlay to date; Public Works and Public Safety on track in 42% range.

President Sonnett motioned to approve the Treasurer's Report, Commissioner Storey seconded. The Treasurer's Report as of November 30, 2010 was unanimously approved.

Commissioner Reports

Commissioner Storey: Noted that 2 CDs were renewed at PGFSB for 1.5% on December 8th, one for a 30 month term and the other for 24 months. The next CD renewal will be on April 22nd, also at PGFSB.

He added that the Town Holiday Party on December 5th was very successful and well attended.

President Sonnett: President Sonnett reviewed the Police Report for November, 2010 and noted that it is published in the December, 2010 *Landings* newsletter which is also posted on the Town's website.

President Sonnett reported that a few questions were raised by some citizen's concerning the recent Historic District Nomination and that he is awaiting response from Howard Berger, the acting supervisor of the Historic Preservation Section of the County's Park and Planning Department on those issues.

The I-Net group is expected to meet with Comcast soon to conduct an evaluation to determine the costs of providing the service to the Town.

The Town's new tractor is ready except for the snow blower which is expected in before Christmas.

Business

Resolution 2010-03: President Sonnett read aloud Resolution 2010-03, a resolution to establish a policy for disposal procedures of Town Parking Citations over 5 years old. Commissioner Storey motioned to approve Resolution 2010-03, President Sonnett seconded. The resolution was unanimously passed.

Information Control/Document Security: President Sonnett discussed the options he has been researching to back-up the Town's records and to acquire a document digitizing program. He also reported that 2 large bins had been delivered by the shredding service and are steadily being filled as the office files are reorganized.

Business (continued)

Bid Award for Surplus Skid Loader: Three sealed bids were received for the Skid Loader. The highest bid was from MER Services in Brandywine, MD. Commissioner Storey motioned to approve awarding the bid to MER Services, President Sonnett seconded. The bid proposal from MER Services was unanimously approved.

Parking Study: President Sonnett reviewed a copy of the final Parking Study conducted by Park and Planning. He summarized the key findings and solutions suggested, and noted the report did not address signage.

Town Hall Addition: A list of possibilities of what the new addition to Town Hall should include was distributed. The list included: Larger board room, Small conference room, Locker room with restroom/shower, Break room with small kitchen, Emergency power and broadcast capabilities, and Storage area. President Sonnett said that funds have been budgeted to start consulting on design and that a couple of residents have already expressed interest in serving on a committee to facilitate the process.

Public Comment

Parking signage in the downtown area and options for long-term parking in the Church Street parking lot were discussed. Also discussed was the status of the "temporary parking" for the Courthouse in the County lots.

The processes involved in the Historic District Nomination and the opportunities for Town residents to respond were discussed. President Sonnett said that he would want a public meeting or two to determine if sponsoring the historic district nomination is in the interests of the majority of Town residents.

President Sonnett introduced Marcus Moore, an editor with Patch.com, which is a new online news source for community news that is expected to go live on December 15, 2010.

Adjournment

Commissioner Storey made a motion to adjourn, President Sonnett seconded the motion. The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

M. David Williams
Town Clerk