

Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772 • 301-627-6905

Special Town Meeting Minutes

August 30, 2012 - 9:15 a.m.

Approved

Call to Order

- Meeting was brought to order at 9:15 a.m.
- Roll Call – All three Commissioners present
- Pledge of Allegiance

Reports

Commissioner Hourclé: Reported that the Institute of Museum & Library Science may be putting regional data hubs in place as a public service for groups to digitalize information and data.

Commissioner Storey: Had no report at this time.

President Sonnett: Reported that State officials will need to inspect and evaluate the trees recommended for removal for the Route 725 sidewalk project; A request was forwarded to the Governor's Office for State recognition of Marie Parrish's 100th birthday; And, the President urged that the Board should move forward on the Sustainable Community application, and, updating the Town Ordinances and Resolutions into a workable Town Code.

Town Clerk: Mr. Williams distributed sample prints of the "Citizen's Guide" booklet, plus, rough estimates for 500 copies. Commissioner Hourclé motioned to authorize the printing 500 each of the publication, Commissioner Storey seconded. All were in favor with no one opposed.

Business

Authorization of Architect Ferrer contract: The Commissioners reviewed the proposed changes to item #1 of the contract. Commissioner Storey motioned to approve the revisions to the contract, Commissioner Hourclé seconded. With no one in opposition, the revisions to the "Feasibility Study & Preliminary Design Contract" for the Town Hall Addition Project were unanimously approved.

Tree service contract: A contract from Professional Tree Service for tree removal dated August 21, 2012 was reviewed by the Commissioners. The job includes removing four trees on Elm Street, a dead tree at the Public Works Facility, the removal of low hanging limbs over the alley way from Church Street to Main Street, plus removal and clean-up of wood and brush. There were no objections to proceeding with the contract.

Marlborough Towne Paving Bid Solicitation: President Sonnett said that the timetable on this project was quick and that a Special Town Meeting may be necessary, as the bids are returnable on September 18th with 10 days after that for approval of a contract. All three Commissioners agreed to use two online bid sites in lieu of publishing the call for bids in print media.

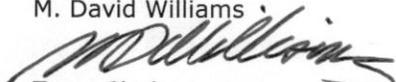
Charter Amendment-Section 82-46 (payments): Additional language relating to requirements for two signatures on Town issued checks was reviewed and discussed. All three Commissioners agreed to the changes.

Bulk Mail Renewal: Because of time restraints and difficult logistics to utilize the new Centralized Business Mail Entry Unit in Capitol Heights, it was unanimously decided to cancel the Town's bulk mail account and request a refund of remaining funds in the account.

Adjournment

Commissioner Storey made a motion to adjourn; Commissioner Hourclé seconded the motion. The meeting was adjourned at 9:49 a.m.

Respectfully submitted,
M. David Williams


Town Clerk

