

# Town of Upper Marlboro

## REGULAR TOWN MEETING

April 9, 2013

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

Staff present: M. David Williams, Town Clerk

Also present: Daniel Gross 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 both Commissioners. The Regular Town Meeting minutes from March 12 2013, plus, the minutes from the March 18 2013 Extra Work Session and the March 26 2013 Regular Work Session were summarized by Commissioner Hourclé. Commissioner Storey motioned to approve all 3 sets of minutes, Commissioner Hourclé seconded. The minutes from March's Regular Town Meeting, Regular Work Session and Extra Work Session were unanimously approved.

Commissioner Storey reviewed highlights of the Treasurer's Report as of March 31, 2013. He noted that total operational revenues and general government expenses were within an acceptable range of the 75% benchmark for 9 months into FY2013. He added that additional real estate tax income was still due in, which will most likely result in a final total beyond the budgeted amount for FY2013 Revenues. Commissioner Storey then reviewed proposed adjustments to the FY2013 Detailed Budget. He noted that the largest increase under 8390-Street Maintenance was due to the anticipated purchase of mechanical equipment. He added that final figures for the FY2014 Budget were still being worked on, primarily in the areas of salaries and healthcare benefits. Commissioner Hourclé motioned to approve the monthly Treasurer's Report, President Sonnett seconded. The Treasurer's Report as of March 31, 2013 was unanimously approved.

Commissioner Hourclé then motioned to approve the transfer of monies within their designated departments, according to the proposed changes to the FY2013 Detailed Budget. President Sonnett seconded the motion. The proposed adjustments listed by line items within the FY2013 Detailed Budget as of March 31, 2013 were unanimously approved.

### Reports

Historical Committee: Vice-Chair Patti Skews reported that the TUMHC met with interested members and citizens on the 23<sup>rd</sup> of March to discuss design plans for the Town's Marlborough Day 2013 booth. She added that she and the Chair would also be finalizing designs for a Committee banner and promotional magnets, and would be consulting with the Clerk on proper procurement procedures.

Commissioner Hourclé: Reported that he attended a meeting for municipal officials concerning the County's "Formula 2040" Preliminary Functional Master Plan for Parks, Recreation and Open Space.

Commissioner Storey: Reported that plans are underway for the May 27<sup>th</sup> Memorial Day Ceremony at Town Hall. He said the event will begin at 10:00 a.m. and will feature the last performance of the Frederick Douglass High School Junior R.O.T.C., along with keynote speakers that will include Tuskegee Airman, Jim Pryde, among others. He added that recently past resident, Carl Lehmann/USA Ranger, will also be honored in a special remembrance during the ceremony.

President Sonnett: President Sonnett noted that he will be attending a special meeting this Friday for those municipalities that did not sign on with the I-Net during its initial launch, but are now considering, or are ready, to sign-on with the Prince George's County Intergovernmental Network.

## **Business**

Special Event Application (Marlborough Day): A special event application submitted by the Marlborough Day Committee was summarized by Commissioner Hourclé and reviewed by the Commissioners. With all the paperwork appearing in order, Commissioner Storey motioned to approve the Special Event application, Commissioner Hourclé seconded the motion. The application was unanimously approved.

Commissioner Hourclé then identified the following Town Ordinances that have been requested to be waived during the Marlborough Day event on Saturday, May 11th, 2013: Ordinance 90-04 section 1-2 paragraphs (a, b, e, h) and section 1-3; Ordinance 83-02 in its entirety; and, provide exemption for Ordinance 04-01 under section 1-4. Commissioner Hourclé motioned to waive enforcement of said Town Ordinances, Commissioner Storey seconded the motion. With no one opposed, the motion was unanimously approved.

Marlborough Day Proclamation: The text for the Town's Proclamation that will appear in the event's printed program was read aloud by Commissioner Hourclé. President Sonnett motioned to approve the proclamation and Commissioner Storey seconded the motion. The proclamation was approved unanimously.

Audit contract: President Sonnett said that the Town's auditor, Bridgett Mock & Associates, P.A. has increased its annual contract renewal rate. He added that even with the \$500 increase, the annual contract fee was still reasonable and he recommended that the Town should continue to employ their service. Commissioner Storey motioned to approve the contract with Bridgett Mock & Assoc. for the total of \$12,500. Commissioner Hourclé seconded the motion. The motion was unanimously approved.

FY2014 Tax Rate: President Sonnett stated that the approval of the annual tax rate for the Town is normally, and will be, done through the upcoming passage of the Budget Ordinance, however, the County has requested this information early this year. The president then asked for a motion to maintain the current tax rate at 0.2403 for the 2014 fiscal year. Commissioner Storey motioned to keep the Town's tax rate at 0.2403 for FY2014, Commissioner Hourclé seconded the motion. With no one opposed, the motion was unanimously approved.

Sub Region 6 (position/discussion): President Sonnett reviewed the history behind the 2009 Subregion 6 Master Plan and Sectional Map Amendment, and read aloud the original written testimony that the Town had submitted to the District Council and the Planning Board back in March of 2009. He said that the Town now has until May 7<sup>th</sup> to submit any new or revised written testimony, and noted that since 2009, several other plans have been passed that are not in harmony with this "outdated" plan.

The President then proceeded to outline several items of concern with the Subregion 6 Plan, pausing for group input and discussion upon each point that the Commissioners would like to include in the new written testimony. He identified 3 major points: 1) the plan is out of date—the County and the Town need a common vision; 2) References to the Town need to be distinguishable from the Greater Upper Marlboro area; and, 3) the Town should have a good tax base with which to work with.

Many specifics of the Master Plan were then reviewed and discussed that included: a) development of The Show Place Arena as a "Signature Facility"; b) the creation of a "ring road" that would require a bridge to connect Gov. Oden Bowie Drive to Judges Drive; c) relocation of the Town's Public Works Facility; d) a "round-a-bout" traffic circle at the Crain Monument; e) Brown Station Road and School Lane extensions for thru-traffic; f) development around School House Pond; g) mixed-use development in the downtown area that relies on the sale of properties from the

County; h) the changing of the Town's status from the rural tier to developing tier; i) the absence of any historic preservation initiatives; j) zoning changes; and, k) parking issues and traffic conflicts throughout.

The President urged citizens to continue to submit any additional concerns for inclusion in the final written testimony to be submitted by May 7, 2013.

Town Hall Addition (procurement method): President Sonnett reviewed the Charter's procedures for the procurement process for the project. He suggested that the Town put out a request for qualifications first, and then have a volunteer advisory committee pick 3 contractors to put in their bids for the job. Commissioner Storey expressed favor for the "Design/Build" approach, and Commissioner Hourclé agreed the selection of 3 qualified contractors up front made sense. A discussion followed on the merits of building to LEED standards and the different levels of those standards that are applicable to the size and scope of this project.

A citizen reiterated concerns about the large size of the proposed new addition. The conversation between residents in attendance and the Board included both the pros and cons of the intended uses of the multi-purpose room designed to seat 99 individuals. Another concern about increased operating costs was also raised. It was noted by others that the proposed multi-purpose room was approximately twice the size of the current conference room, which has difficulty accommodating more than 30 persons.

### **Public Comment**

The Historical Committee Vice-Chair announced that the next TUMHC Archiving Session would be held on April 20<sup>th</sup> at Town Hall. Also, a suggestion to create a program that would create positive incentives for more participation in the Town's recycling program was acknowledge and noted by the Clerk as a future agenda/discussion item.

Commissioner Hourclé acknowledged the Clerk for his recent award from the Maryland Municipal Clerk's Association (MMCA) naming him the "2013 Clerk of the Year" and the media coverage that it generated. Additional information concerning vendor opportunities for Marlborough Day was announced, and it was also noted that in the time since the Subregion 6 Master Plan was originally written, the area around the Crain Monument has been listed on the National Register of Historic Places as a Historic District.

### **Adjournment**

Commissioner Storey made a motion to adjourn, Commissioner Hourclé seconded the motion. With all in favor, the meeting was adjourned at 9:06 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk

