

# Town of Upper Marlboro

## REGULAR TOWN MEETING December 16, 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: Various citizens and interested parties.

### Pledge of Allegiance

### Approval of Meeting Minutes & Financial Reports

President Sonnett asked for consent to the Agenda. Approval was given by both Commissioners. The Town Meeting minutes from November 12, 2013 and the Work Session minutes from November 26, 2013 were acknowledged by the Board as reviewed. Commissioner Hourclé motioned to approve both sets of minutes, Commissioner Storey seconded. All minutes from November's Town Meeting and Work Session were unanimously approved.

Commissioner Storey reviewed highlights of the Treasurer's Report as of November 30, 2013. He noted that total operational revenues and general government expenses were within an acceptable range of the 47.7% benchmark for 5 months into FY2014. It was noted that the collateralization and insurance information that was in the Treasurer's Report at the end of the last page, had not successfully printed on the handout copies. Commissioner Hourclé motioned to approve the Treasurer's Report, President Sonnett seconded. The Treasurer's Report as of November 30, 2013 was unanimously approved.

### Reports

Staff: Mr. Williams reported that PGC Public Schools would be hosting a series of forums to solicit public input on school boundaries, improvements, grade structures and programs. Also, the next Community in the Courthouse presentation on December 20 will address identity theft prevention. He also announced that he will be attending the International Institute of Municipal Clerks Region II Conference in Bowie, MD on January 15-17 and will deliver a speech to the clerks about the War of 1812 in Upper Marlboro.

Historical Committee (TUMHC): Chair, Kate Germano, delivered a report on the last TUMHC Meeting on November 23rd, noting that more members and volunteers were needed to help with the 2014 events. She also said the next TUMHC Quarterly Meeting would take place on January 18<sup>th</sup> and that it would also be an Archiving Session, as well as, a Planning Session for the upcoming War of 1812 events and exhibits being prepared for Marlborough Day 2014. In closing, she added that the TUMHC had discounted tickets for the PGC Maryland Home and Garden Pilgrimage scheduled for April 26, 2014.

Commissioner Hourclé: Reported that he hand delivered election notices door-to-door last weekend.

Commissioner Storey: Reported that the Town Hall-iday Party went very well despite the inclement weather. He thanked everyone who helped make it a success and added a special thank you to Ellen Storey for providing the excellent crab soup and refreshments.

President Sonnett: Reported that the last email he received from the State concerning the Town's application for designation as a Sustainable Community, stated that the paperwork was en route to the Governor's Sub-Cabinet for review, and that the Town should receive final word back in late January.

### Business

Ordinance 2013-02: Commissioner Hourclé reviewed adjustments made to the ordinance since its introduction at the last Town Meeting on November 12, 2013. The ordinance to increase the salaries for the Board of Town Commissioners and President was read aloud by Commissioner Hourclé to include the

changes that were discussed and agreed to by the current Board. These adjustments took into consideration: 1) minimum wage standards; 2) Social Security wages; and, 3) inflation factors. Commissioner Storey noted that the Board is supporting this ordinance primarily to attract qualified candidates for future Town elections. The floor was then opened up for discussion. A concern was raised by a citizen that a future President could hire a Town Administrator and still receive the new salary. Commissioner Hourclé replied that this issue had already been considered, and for that reason, the initial President's salary that was proposed upon the ordinance's introduction has since been cut in half. President Sonnett added that this effort to attract a higher level of participation is being regarded as an experiment that the Board will be reevaluating at least through the approach of the next election cycle. Commissioner Hourclé motioned to approve the ordinance as amended. Commissioner Storey seconded the motion. With no one in opposition, Ordinance 2013-02 was unanimously passed.

FY2014 Detailed Budget Adjustments (mid-year): The President reviewed a list of items that required funding by adjustments of line items within department budgets. These items included: 1) New office cell phones; 2) Professional insurance bonds; 3) Citations reprinting; 4) Uniforms & duty equipment for new officer; 5) Heating & roof repair for the Public Works Facility; 6) Commercial vacuum for streets; and, 7) County recycling contract renewal increase. Commissioner Storey made a motion to approve the proposed mid-year adjustments to the FY2014 Detailed Budget. Commissioner Hourclé seconded the motion. With no one opposed, the motion was unanimously approved.

Surplus Equipment: President Sonnett explained the history of the Town's relationship with the State Highway Administration Upper Marlboro Shop. In 2006, a previous administration planned to relocate the Town's Public Works Department to the SHA Facility off of Route 301 near the WSSC Treatment Facility. Since 2008, succeeding administrations abandoned those plans to instead rehabilitate the existing Public Works Facility on Judges Drive in Town. Since then, the Town has maintained an "at-will" agreement with the SHA for the Town to use one of their bays for Town storage. Recently, the SHA has indicated that they need the space back, and now the Town will need to surplus an inventory of old, and/or, non-utilized equipment. A list of that inventory was then reviewed and discussed by the Board. Commissioner Hourclé motioned to approve the surplus of the listed items. Commissioner Storey seconded the motion. With no one in opposition, the surplus list dated December 16<sup>th</sup>, 2013 was unanimously approved.

Town Election: The Town Clerk stated that the Town's Board of Supervisors of Elections had a total of 3 candidate's letters of intent and 2 new voter registrations to certify.

### **Public Comment**

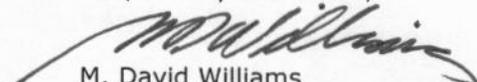
A citizen raised the issue of under FDIC insured and under collateralization of the Town's investments reported at November's Town Meeting. President Sonnett explained the various factors involved, noting that now, there is a monthly review of these factors that will be reported within the Treasurer's Report at each monthly Town Meeting.

Commissioner Storey presented Commissioner Hourclé with an engraved plaque for his 6 years of dedicated service to the Town of Upper Marlboro. President Sonnett then presented Commissioner Hourclé with a personalized Tee that reads "When I was Commissioner . . ." President Sonnett added "You're joining the ranks of a very rare group of people." Commissioner Hourclé thanked the citizens of the Town for the honor to serve for the last 6 years as Commissioner and as the Chief Election Judge for the 4 years prior to serving on the Board of Town Commissioners.

### **Adjournment**

Commissioner Hourclé made a motion to adjourn, Commissioner Storey seconded the motion. With all in favor, the meeting was adjourned at 8:31 p.m.

Respectfully submitted,

  
M. David Williams  
Town Clerk

