

Town of Upper Marlboro

REGULAR TOWN MEETING

February 9, 2016

Approved Minutes

Call to Order

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

Roll Call: James Storey, President of the Board of Town Commissioners
Nancy Clagett, Commissioner / Treasurer
Linda Pennoyer, Commissioner

Staff present: M. David Williams, Town Clerk/Administrator

Also present: Various citizens and interested parties.

Pledge of Allegiance

Approval of Meeting Minutes & Financial Reports

President Storey asked for consent to the Agenda. Approval was granted by all Commissioners present. Minutes from both the Regular and Organizational Town Meetings from January 11, 2016, and the Work Session minutes from January 27, 2016 were acknowledged by the Board as reviewed. Commissioner Clagett motioned to approve all three sets of minutes, Commissioner Pennoyer seconded. All minutes from January's two Town Meetings and one Work Session were unanimously approved.

Commissioner Clagett reviewed highlights of the Treasurer's Report as of January 31, 2016. It was noted that total operational revenues and general government expenses were within an acceptable range of the 58% benchmark for 7 months into FY2016. It was also noted that line item 8340.01 represented the recent acquisition of the mobile traffic control device and batteries. President Storey motioned to approve the Treasurer's Report, Commissioner Pennoyer seconded the motion. The Treasurer's Report as of January 31, 2016 was unanimously approved.

Reports

Staff/Committees: Mr. Williams reported that Deputy Clerk Kyle Snyder has volunteered to serve on the Maryland Municipal League's 2015-2016 Hometown Emergency Preparedness Ad-hoc Committee (HEPAC). He added that Mr. Snyder will gain valuable points towards certification in the Clerks Association, as well as, valuable information that will directly assist the Town in writing its own Emergency Response plans.

Commissioner Clagett: Delivered a progress report on plans for the Town Hall Addition & Renovation Project. She reviewed work recently done by McLellan & Company to excavate the remaining concrete walls of the old pool structure, and, an interview held with Ben Robertson of RDA to review (and possible revise) an engineering study completed in 2014. She noted that the Town is compelled to conduct at least 3 separate interviews of architects in its search for proposals. To date, the Town has met with Glenn Stephens/SAA Architecture, and has meetings scheduled with Nicola Hain/AIA, followed by Thomas Reinecker/AIA in the coming week.

Commissioner Pennoyer: Had no report at this time, but did ask why the Town is not considering Abraham/Petro Design, who presented a proposal for the Town Hall Addition at the April 2015 Town Meeting. President Storey answered, citing that the firm delivered a product well over the requested cost estimate cap of \$750K, and that the Town and residents alike rejected the proposal.

President Storey: President Storey delivered updates on the following topics: 1.) Attended the Maryland Mayors Association (MMA) Winter Conference in Annapolis on January 8, and obtained useful information on proposed State Aid to Local Governments; 2.) MML projects that the Town could receive an additional \$12-\$15K in Highway User Revenue (HUR) in FY2017; 3.) Have received 15 responses to the

Codification Survey to date—top 5 resident concerns in priority order: Vehicle & traffic safety, Residential clean lot, Emergency Operations, Commercial clean lot, and Rental properties; 4.) Have received 20-25 responses to the call for volunteers for a Town CERT Team—will allot funds within the FY2017 Budget for necessary support; 5.) Town's Access Channel 19 has been refreshed with new content by the Deputy Clerk; and, 6.) Will be attending the Prince George's County I-Net Full Committee meeting on February 12 in College Park—report to follow.

Business

Public Works Facility proposal: Noting that the current garage doors were not stabilized, President Storey asked for approval for the expenditure of \$12,036.00 for new garage doors from Overhead Door Company of Washington. Commissioner Pennoyer motioned to approve the proposal for the new garage doors, Commissioner Claggett seconded. With no one opposed, the motion was unanimously approved.

Surplus Property: Three bids were received for the surplus police cruiser, with 2 being under \$1K and one bid coming in slightly above the requested minimum bid of \$4K. Noting that the bidding has been open for several months, and that there would be extra expense by going through the auctioning process, President Storey asked for approval to accept the \$4,005.00 bid for the 2006 Dodge Charger police vehicle. Commissioner Pennoyer motioned to accept the bid as quoted, Commissioner Claggett seconded. Approval to accept the bid as quoted was unanimous.

Sustainable Communities Workgroup (SCW) update: Several residents and a business owner have volunteered to serve on the SCW. President Storey asked for a vote to appoint Steve Sonnett as Chair of the workgroup. He added that Christina Pompa has agreed to deliver a SCW update at the monthly Town Worksessions following the SCW meetings. Commissioner Claggett motioned to approve the appointment, President Storey seconded. The motion was unanimously approved. Commissioner Pennoyer suggested that more people could participate if the SCW meetings were in the evening. SCW member Steve Sonnet replied that past experience showed most members preferred mornings. After discussion, it was noted that the SCW meetings will be either before or after the monthly Worksessions.

A citizen, commenting on a Town website post concerning the recent Town Election, asked how that posting related to the SCW and if their meetings were subject to the Open Meetings Act. The Clerk replied that the SCW was not a committee formed by Town Ordinance, such as the Historical Committee, that mandates annual elections for that committee Board. The Clerk added that all SCW meetings are subject to the Open Meetings Act, however, the formation of a SCW is a requirement mandated by the SC application, and is not a committee created by Town Ordinance that requires Board elections.

Town Hall Addition project: An update was previously delivered by Commissioner Claggett in her report.

General/Administration issues: President Storey presented 3 Town Flag & Slogan ideas submitted by a Town employee, and asked interested residents for more ideas and feedback. A resident inquired what the Town colors were. It was noted that a hand-painted original existed that will be referenced.

Public Comment

A resident asked if the Army Corp of Engineers were recently working on the Western Branch. Commissioner Pennoyer replied that WSSC was conducting repairs and replacing sewer main linings.

In response to a recent Town survey, a citizen stated that enforcement of Town Ordinance violations seemed to be biggest problem, and that seeking enforcement through the County for code violations was ineffective. It was noted that codification is a long process but should proceed well now with the benefit of experienced Town staff that have worked with developing and enforcing Town Code before.

A resident, citing a recent newspaper interview, asked Commissioner Pennoyer what other options should be considered in order to provide more space for Town Hall operations. Commissioner Pennoyer replied that she was looking into the firehouse and that it makes it more advantageous to be in Town.

A citizen engaged the Town Clerk again in a discussion asserting that Town Charter provisions were violated during the last election cycle, in that a proper vote was not conducted by the newly elected officials to elect a President and a Treasurer. The Clerk said that a reoccurring problem each election cycle has been an unintended gap of accountability between outgoing and incoming Boards, and that the

web posting was to explain how the Town came to schedule 2 back-to-back meetings to better minimize that gap. A discussion ensued about whether or not the agreement that the newly elected Board reached on January 6, 2016 was valid or not. President Storey stated that the informal organizational meeting was held on January 6, 2016 in order to expedite administrative procedures such as bonding and agenda preparation for the new Board's Charter mandated organizational meeting on January 11, 2016.

Adjournment

Acknowledging there had been enough discussion on the topic, the meeting was adjourned by President Storey. Commissioner Clagett motioned to adjourn, Commissioner Pennoyer seconded the motion. With no one in opposition, the meeting was adjourned at 8:42 p.m.

Respectfully submitted,



M. David Williams
Town Clerk/Administrator

