

# Town of Upper Marlboro

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

## Work Session Minutes August 23, 2016 - 9:15 a.m. Approved

### Call to Order

- Meeting was brought to order at 9:17 a.m.
- Roll Call – President James Storey; Commissioner Nancy Clagett; Commissioner Linda Pennoyer; Deputy Clerk Kyle Snyder; and SCW Chair Steve Sonnett
- Pledge of Allegiance.

### Reports

Sustainable Communities Workgroup (SCW): Chair Steven Sonnett advised the Board that they have approved more Façade Improvement applications using remaining FY15 funds and the majority of funds from FY16. FY17 funds should become available in May 2017. He also reported the SCW is still working on the possible relocation of the Water Street bus stop, and requested that the Board pass a Resolution in support of this safety measure.

Commissioner Clagett: The Town's 2016 Wellness Program is underway.

Commissioner Pennoyer: Reported that the Town's 2016 "Day to Serve" events will be a clean-up of the School House Pond and a food drive for the Marlboro Food Bank on Saturday, September 10, 2016 from 12–3:00 p.m. She also reported that the CERT Team has grown to 15 trained members and 9 trainees, and will be holding several training classes in the future. She will also be presenting 2 dates to the Town businesses to choose from to hold their first Business Advisory Group meeting.

President Storey: Reported that the Town will be switching its current accounting process from a cash basis to an accrual basis system, the same way that it is audited. He also reported that the Town's Attorney was contacted by an attorney for a downtown business regarding the new Main Street parking meter hours of operation. The President then reviewed the Town's legal counsel's statements about the complaint from emails. Commissioner Pennoyer objected to the report and after discussion regarding the issue, Commissioner Pennoyer left the worksession at 9:45 a.m.

### Business

Revision of Investment Program Administrative Procedure: Details were presented to the Board by President Storey regarding needed updates to the Town's "Administrative Procedures for the Operation of the Investment Program."

Contract Renewal- Recycling Service: President Storey advised that the contract for the Town's residential recycling program will expire in October and that the Town is obtaining quotes from three vendors for a contract that would run from October to July.

Ordinance 2016-03 Residential Property Standards: The President gave an overview of the draft ordinance and advised the Board that it was currently being reviewed by the Town's Attorney. After discussion, the Board decided to introduce the draft at the September Town Meeting, request resident input, and put the Ordinance up for a final vote at the October Town Meeting.

### Adjournment

Commissioner Clagett made a motion to adjourn, and without objection the meeting was adjourned at 10:08 a.m.

Respectfully submitted,

  
Kyle Snyder  
Deputy Clerk

