

# Town of Upper Marlboro

## REGULAR TOWN MEETING

February 14, 2017

Approved Minutes

### Call to Order

The meeting was called to order at 7:32 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; UMPD Sergeant Calvin Washington.

Also present: PGFD Incoming Fire Chief Benjamin Barksdale & outgoing Fire Chief Marc Bashoor; Ben Robertson/RDA Engineering; and various citizens and interested parties.

### Pledge of Allegiance

### Presentation/Introduction

Outgoing PGFD Fire Chief Marc Bashoor delivered a "State of the Department" update to the Board. He reported that with the recent County budget increases for Education and Public Safety, the Department has been able to fill necessary positions and fund station improvements, county wide. He noted that the Marlboro VFD had been re-staffed within the past year and would not be closing. The Croom Road Station had been sold to the County and is now also fully staffed. He then introduced incoming Fire Chief Benjamin Barksdale who starts in the position on March 1st. Chief Barksdale said that the Department was also planning to add a paramedic unit in-Town at Station 20, hopefully by mid-summer, and, that there are plans to build an additional firehouse on Rte.301 at Leland Drive in the next couple of years.

### Approval of Meeting Minutes & Financial Reports

President Storey asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from January 10, 2017 and the Work Session minutes from January 24, 2017 were acknowledged by the Board as reviewed. Commissioner Clagett motioned to approve both sets of minutes, Commissioner Pennoyer seconded. All minutes from January's Town Meeting and Work Session were unanimously approved.

Commissioner Clagett reviewed highlights of the Treasurer's Report as of January 31, 2017. She announced that 4 CDs will be up for renewal during the remainder of FY2017. She added this was good timing for the Town, given that interest rates have now risen, or will soon be rising, to 1.41 percent.

She noted that total operational revenues and general government expenses were within an acceptable range of the 58% benchmark for 7 months into FY2017. General Government Expenses line item #8115/Computer Software & Support was noted as high and due to IT services for computer issues.

Commissioner Pennoyer motioned to approve the Treasurer's Report, President seconded. The Treasurer's Report as of January 31, 2017 was unanimously approved.

### Reports

Staff/Committees: Sustainable Communities Workgroup Chair, Steve Sonnett, said the SCW met this morning and reviewed/approved 3 more applications for the F.I.P. Project. After State approval and reimbursement for these 3 new clients, the program will have \$35K remaining in FY2017 funding. The SCW also discussed the needs of property and business owners and what function(s) a downtown business group should fulfil. Organizational and volunteer needs for conducting a new Marlborough Day Festival were also discussed.

Historical Committee member, Brian Callicott, announced details for the upcoming TUMHC Quarterly Meeting. He added that he will be scanning "The Elm" yearbooks from 1961, 1962, 1965 and 1967.

Commissioner Clagett: Reported that she attended the last I-Net meeting on February 3 in College Park. After listing the new features afforded by the County's fiber-optic Intranet, she noted that the cable has been laid in and the equipment ordered, but do not know at this time when it can become functional.

Commissioner Pennoyer: Reported that she attended the PGCMA Legislative Social/Wine & Cheese in Bowie on February 9, 2017, adding that only County Council Districts 2, 3 & 4 were represented. Topics of discussion included Community Involvement, Sanctuary Cities, and the County Executive's upcoming Municipal Listening Forum on February 21<sup>st</sup> at the C.A.B. Also discussed was a new County Bill (PG 418-17: Fence Height), which would allow communities to establish their own fence height limits. In closing, she noted complaints from residents about feral cats in Town, and announced that the County is offering free spaying for pets of low-income residents.

President Storey: President Storey reported that he attended the Maryland Mayors Association Conference on February 2-3 in Annapolis. A major topic of discussion was State Bill 397 which seeks to relieve the 66 out of 157 Maryland municipalities of the obligation to pay back annual income tax revenue overpayments from the State dating from 2010 to 2014. He said this was the State's error, and noted that without the bill's passage, the Town would be obligated to pay back \$378K starting in 2024. He added, a request form for citizens to send letters of support to local State legislators was available on the Town's website and Facebook page, and urged all to submit letters as soon as possible.

He then delivered updates on the following topics: 1.) Chief Gonnella's Retirement Send-off Party will be on February 28 starting at 3:00 p.m.—all are invited / Sgt. Washington will be filling in as interim Chief; 2.) Downtown Main Street crosswalk bump-outs to go in this Spring; 3.) Water Street crosswalk to be moved by summer / bus stop closure notices & orientation maps have been posted; 4.) Water & Main Streets intersection & sidewalks redesign to ADA standards in progress.

## **Business**

FY2017 Budget Adjustments: The President said that with the exception of line item #8300.04/Repairs, adjustments listed reflected the recent changes in Public Safety Staff personnel. After discussion, Commissioner Clagett made a motion to approve the FY2017 Budget Adjustments as presented. Commissioner Pennoyer seconded the motion. Approval was unanimous.

Ordinance 2017-01: Building and Permitting: The President conducted a draft reading/introduction of the Ordinance. He stated the ordinance was to enable better enforcement by the Town of existing PGC Building and permit requirements. He invited citizens to submit their concerns and comments either in-person, or by the Resident's Input form provided on the Town's website and social media outlets. He requested input be received in time for the next Board Work Session reading. He added the final reading and vote is scheduled for the March Town Meeting.

Town Hall Addition & Renovation Project: The President delivered an update on the project. Had positive meetings with DPIE on December 15, and the Planning Board on January 23. The project review was accepted and the Town should expect a final review and approval by the Planning Board on March 16. Project Engineer, Ben Robertson gave a brief overview of the Mandatory Referral process to date. The President added that Project Manager, Fran McLellan, will be publishing a bid proposal request using the Town's procurement ordinance procedures, and hope to break ground this April.

Elm Street Repaving & Sidewalk Improvements Project: The President delivered an update on the project stating that it is in response to numerous citizen's complaints about the poor conditions of the road and the lack of curb height adversely affecting pedestrian safety. Project Engineer Ben Robertson reviewed specs to bring the sidewalk up to ADA standards and widen the street to 20 feet wide. Driveway cuts, moving of utility poles, sight-line issues and speedbump positioning were also reviewed.

General/Administration issues: There were no issues introduced at this time.

## **Public Comment**

An Elm Street resident complained about a proposed speed bump directly in front of their driveway, plus, the street closure that occurred due to the utility pole(s) relocation and the lack of notification to the residents about the inconvenience. The resident said the Town should notify the residents about street closures and requested that further research be done concerning speed bump installation. The President noted that a response has been mailed to Elm Street residents that answers those concerns.

Another Elm Street resident read aloud a letter signed by residents of Elm Street and others around the immediate block. Aside from an inquiry as to whether or not a foot-traffic study had been done, the letter asked for the Board's reevaluation of the "sidewalk issue", a work schedule plus the time frame and duration of the project, bid procedure details, and an agreement in writing from the Town to rigidly enforce the Town's "No Trucks & Buses" regulation. Citing the large number of big vehicles currently

using the street, the letter concludes that these improvements will make it even more inviting for repeat offenders. An addendum to the letter was also read aloud that states Old Mill Road is in worse condition than Elm Street and opines that Old Mill Road should have been included with the Elm Street Project. An Old Mill Road resident expressed concerns about poor lighting on Old Mill, its ineffective speed bumps, speeding traffic endangering children's safety, the overall disrepair of Old Mill Road, and that they were not aware of what was going on with the Elm Street Project.

A resident clarified that the Marlborough Day Festival had been most recently organized by the "Marlboro Recreation Council" but was originally organized by the Sheriff's Department. He added that the Friends of the Library will be holding a Book Sale at the Upper Marlboro Branch on March 4, 2017.

Another resident asked for details about the bid process for the Elm Street Project, and the President replied that the project was a shared endeavor with the County. After a back-and-forth discussion with multiple questions about Charter requirements, the President said that any other questions concerning the procurement details could be better handled by coming into the Town Offices during the weekdays.

An Elm Street resident complained about not receiving USPS mail service for 3 days and not being able to access the Post Office down the street during the 2-day street closure. Complaints about utility truck damage to lawns and the Town not communicating with the residents about the street closures were also aired. Expressions of feeling disrespected were also voiced and the Board Chair described as "rude".

Another Elm Street resident, noting they felt more disrespected, asked the Board when the County will be distributing its new trash cans, then registered a complaint about the lack of upkeep of an adjoining empty lot next door. Feral cats and poison ivy were also cited as by-products of the blighted property.

### **Adjournment**

Commissioner Clagett motioned to adjourn, Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 8:51 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk/Administrator

