

Town of Upper Marlboro

REGULAR TOWN MEETING

April 11, 2017

Approved Minutes

Call to Order

The meeting was called to order at 7:30 p.m.

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

Staff present: Kyle Snyder, Deputy Clerk

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. The Town Meeting minutes from March 14, 2017 and the Work Session minutes from March 28, 2017 were acknowledged by the Board as reviewed. Commissioner Clagett motioned to approve both sets of minutes, President James Storey seconded. All minutes from March's Town Meeting and Work Session were unanimously approved.

Commissioner Clagett reviewed highlights of the Treasurer's Report as of March 31, 2017 and noted 5 of the Town's Investment CDs will mature this year. The President added one will be made liquid to make funds available for the Town Hall Project. Commissioner Pennoyer noted the Public Safety Weapons & Duty Equipment line item was 279% over budget. Commissioner Clagett replied that new body cameras and used tasers were purchased, and a year-end budget adjustment would need to be made. President Storey motioned to approve the Treasurer's Report, Commissioner Pennoyer seconded. The Treasurer's Report as of March 31, 2017 was unanimously approved.

Reports

Staff/Committees: Sustainable Communities Workgroup Chair, Steve Sonnet, reported that FY2017 grant paperwork has been signed, and the \$50K in funds awarded need to be spent within 2 years. Two applications to be funded had already been approved, and ready to send to the State for approval. RDA is planning to submit an application while they repair their property on Main Street. The County has included a "Town of Upper Marlboro Re-Development" in its CIP Budget under the County's Re-Development Authority. The Town is budgeted to receive \$500K in FY2019 and \$1 million for FY2020 and for FY2021, for a total of \$2.5 million. The SCW Chair urged the Board to start planning how to utilize these funds within 3-year redevelopment plans.

TUMHC: Chair Patricia Skews reported that at the April 15th Meeting. The Committee will be discussing recipes for the Morsels & Memories event. There will not be a May Quarterly meeting as many members will be out of Town, and the Quarterly meeting has been moved to June 17th. On Saturday, April 29th Kid's Passport to MD History will be held at Darnell's Chance, TUMHC will be set up the historic tent and will be doing tin-punching and playing "Nine Men's Morris" with the kids. The Committee will be hosting Memories & Morsels on Main Street on Saturday, May 13th. She also advised they have been posting historic pictures to the Committee's Facebook page which has generated interest in the Committee.

Staff: Deputy Clerk Snyder reported that the Town has upgraded the Town Cable Access Channel to include sound and a documentary on the history of the Upper Marlboro Courthouse. The Town outreach

postcards have successfully been mailed to all residential properties within Town, and a section of the School House Pond remains closed after a felled tree did major damage to its boardwalk.

Commissioner Clagett: Reported that she attended the LGIT meeting in Hanover several weeks ago, that the Wellness Program is coming to a close on May 1st, and she will be attending the OEM First Aid/CPR training. She then gave an overview of plans for a pocket-park at the Town-owned lot on Old Crain Hwy that would include a small deck with bird/bee friendly flowers. She has been in contact with the local Eagle Scout troop over the possibility of having them help build the park. She is also researching flooring options for the new Town Hall.

Commissioner Pennoyer: Reported she had a very informative meeting with Bill Milligan, past Marlboro Area Recreation Council Director, on resurrecting Marlborough Day. The Council has a website and some funds in the bank for the event. She added that she is working to schedule a Marlborough Day interest meeting for April 26th at Trinity Church.

President Storey: President Storey delivered updates on the following topics: 1.) SB-397 passing, relieving the Town of \$378K payback to the State; 2.) Has been in contact with the Marlboro Boys & Girls Club regarding trash clean-up during their Sasser Field events; 3.) Additional County offices are moving from the CAB to Largo, but County is moving other agencies into the CAB; 4.) The County has not yet set a date for I-Net activation at the Town Hall; 5.) The Town's cable access channel has been updated, also working with Fredrick Douglass HS to create a video highlighting the Town that will also be included on the channel. Commissioner Pennoyer inquired why the Town didn't get refunded the funds the Town already paid back to the State. President Storey replied that the additional revenues were not the Town's to receive in the first place.

Business

Town Hall Addition & Renovation Project: President Storey reported that the request for bids for the construction is currently open, and will close on Tues April 18, 2017 and the Board will open the sealed bids at the April 19 Extra Board Work Session. Commissioner Pennoyer inquired why the Board did not use the sealed bids process to select the project architect and site engineering. President Storey advised he will request the Town Attorney reach out to her and ensure that all questions are answered.

Elm Street Improvement & Repaving Project: President Storey advised that the project continues, the Town has reached out to Union United and they have agreed to allow the contractors deposit fill in their Elm Street lot in exchange for the contractor re-grading and clearing the property to make it useful for the church. Project manager Steve K is ensuring the current approved contract is still the best option, and will reach out to residents who will be affected by the street closure and ensure proper traffic control once construction dates are set. Project is anticipated to take 1—2 weeks.

Fiscal Year 2018 Budget Presentation: President Storey advised for the FY18 budget, the Town is facing a \$60,000 reduction in income taxes, and an increase of \$10,500 health insurance costs. However, the salary expense has decreased dramatically with the retirement of Chief Gonnella, the most senior Town employee, and the decision not to fill a part-time public works position. The budget will increase salaries, continue capital improvement projects, and keep taxes at their lowest rate in the County while ensuring top performance of Town services. The Board will have chances to discuss the budget at the April Extra Work Session and Regular Work Session, and the Budget will be introduced at the May Town Meeting.

2017 Memorial Day Ceremony: President Storey advised the Town's annual Memorial Day ceremony will be held on Monday May 29 at the Town Hall. They are seeking volunteers to help set-up, and Wise High School Honor guard will be in attendance.

Public Comment

A Church Street Resident inquired if any of the County's funds are planned for the Old Marlboro Elementary School, and, were there any updates on the property. The President replied, while it would be the decision of the 2018/2019 Board of Town Commissioners, the Town has reiterated concerns for

the OMES and the Old Stone Buildings to the County's Redevelopment Authority. The resident then complained about the process for residents to ask questions at Town Meetings. President Storey advised residents are welcome to reach out to the Board via email or phone at any time, or in person during Town Hall office hours.

An Elm Street resident said she had several issues, first was that she does not receive any Town information, and that she had requested that the Town address the overgrown vegetation around her property, adding that she was interested in the OMES as well. SCW Chair, Steve Sonnett of Rectory Lane replied the OMES is on the Sustainable Community matrix and hopes that the Town can use some of the \$2.5 million to improve the property in some way. The Re-Development Authority has experience with similar situations.

A Rectory Lane resident said she was looking to volunteer to help with the Memorial Day ceremony, especially baking some desserts.

Another Rectory Lane resident advised the Board he has written a letter to the Town's Attorney, regarding Board voting procedures last spring for professional services over \$10,000 each, and registered a copy with the Clerk.

Adjournment

President Storey motioned to adjourn, Commissioner Clagett seconded the motion. With all in favor, the meeting was adjourned at 8:42 p.m.

Respectfully submitted,



Kyle Snyder
Deputy Clerk

