

# Town of Upper Marlboro

## REGULAR TOWN MEETING

March 9, 2021 • 7:00 p.m.

Approved Minutes

This meeting was conducted via Zoom Video Conference: <https://us02web.zoom.us/j/85999615701>  
Meeting ID: 859 9961 5701; Dial-in only: 301-715-8592

### Call to Order

The meeting was called to order at 7:02 p.m.

Roll Call: Commissioner/Treasurer Sarah Franklin; Commissioner Janice Duckett; and, Linda Pennoyer/President of the Board of Town Commissioners.

Staff present: M. David Williams, Town Clerk; Kyle Snyder/Administrator; UMPD Chief Burse; William Morgan/Director of Finance; Superintendent Darnell Bond/Public Works; and,

Also present: Jacob Moore/Greenwill Consulting Group LLC; TUMHC Chair Patti Callicott; TUMHC Archivist Brian Callicott; SCW Chair Evelyn Stephens; Reverend Kevin V. Montague/Providence St. John Baptist Church; Ray Feldman/Feldman Communications Strategies LLC; and, MVFD Captain Kendall Wallace (Chief Walter Wright/Ritchie VFD#37 reporting.)

### Pledge of Allegiance

### Consent to the Agenda

The President asked for the Board's consent to remove Business line item #3 (RES 2021-07: PAMC Support) from the agenda. Consent to the amended Agenda was unanimous.

### Approval of Meeting Minutes & Financial Reports

Commissioner Franklin motioned to approve the Public Hearing minutes from February 9, 2021, the Regular Town Meeting minutes from February 9, 2021, the Board Work Session minutes from February 23, 2021, and the Treasurer's Report as of February 28, 2021. Commissioner Duckett seconded. All Board minutes from February's Town Meeting and Work Session, plus, the February Treasurer's Report were unanimously accepted and approved as presented.

### Reports

#### Departments/Committees:

- Jacob Moore of Greenwill Consulting Group delivered updates on the 2021 Legislative Session at the Statehouse, noting the number one priority in the House and Senate is Police Reform. At this halfway point in the Session, the Reform Package contains 9 Bills. He said Commissioner Franklin's testimony on HB 619 was well received and is finally moving forward this year. He also said the Town is slated to receive \$150K in COVID Relief Funding, noting that no pushback has occurred on this proposed municipal funding. TA Snyder noted most Town funding would go towards lost Parking Meter revenues.
- Chief Burse delivered the UMPD report for the month of February 2021 that was also projected via PowerPoint for the Zoom meeting attendees. He noted the high number of disorderly calls were attributed to repeat calls from 2-3 addresses. TUMHC Chair Callicott noted that the Police Non-Emergency number recording directed callers to contact their municipality. Chief replied that was the first he had heard of that but urged callers to stay on the line to communicate the issue, as it is the County that dispatches. He added the County knows the majority of municipalities cannot dispatch.
- Superintendent Bond delivered the Public Works report for February 2021 that was also projected via PowerPoint for the Zoom meeting attendees. He noted that since trash was mixed with yard waste, the totality of those items went to the trash landfill, which is why the total collection amount for Yard

Waste is at "0" for the month of February. Kudos were extended to the PW Crew on their recent snow-removal operations, and other topics were discussed concerning snow-related Code violations, future trash-collection notices and legislation needed, resident outreach and electronics recycling.

- Director of Finance Morgan reviewed highlights of the February Treasurer's Report noting a positive trend in revenues. He also provided updates on the FY22 Budget process and the Business License Program noting 54 applications have been received to date, of which 44 have paid. Other talking points included: License pay online options; Fee structures; and, Comparisons to other municipalities.
- TUMHC Chair Callicott reported that the Committee met on February 21<sup>st</sup> and posted their Oral History Project for Black History Month which has been well received. Their next meeting will be on March 24<sup>th</sup>.
- Reporting for the Events Committee, Commissioner Franklin stated there was no February Meeting.
- Reporting for the GreenTeam, Commissioner Franklin stated there was no February Meeting.
- SCW Chair Stephens stated they received additional confirmation of \$50K funding for the Town's Sustainable Community FY2021 F.I.P. Project, which now can also be used for interior improvements.
- Reporting for the Arts Council, Commissioner Duckett reported that the Committee has been busy with Maryland State Arts Council (MSAC) grant funding for projects and developing an application portal to the MSAC through the Town website. TA Snyder noted the PGCAC has just opened-up a grant funding program that should be available to the Town as well.
- Chief Burse reported for the CERT announcing that the team assisted the Office of Emergency Management (OEM) with the assembly of community Emergency Preparedness Kits, in addition to holding their monthly meeting.
- MVFD Captain Kendall Wallace was called from the meeting for duty, hopefully to return later.

#### Commissioners:

- Commissioner Franklin: Announced she enjoyed testifying in Annapolis on the Speed Camera Bill. She added that with the warmer weather, her work on the Town's Vision Plan will ramp-up as opportunities to discuss issues with residents increase, and hopefully as pandemic concerns decrease.
- Commissioner Duckett: Reported on some resident's issues with late-night noise and parking problems on Rectory Lane. She asked for other's opinions on options to address the situation. Chief noted that no calls were received by County Non-Emergency or 311 centers on that particular weekend, however he suggested that the effected neighbors might want to approach the property owner in question initially, in order to hopefully reach a solution to the problem in a more neighborly way. It was noted that taking photos, talking with other neighbors, and calling PGC 311 can be viable alternatives. Discussion included Rectory Lane resident polling and possibly creating legislation to restrict parking. The Board agreed to extending the timeline for resident input to give time for public comment.
- President Pennoyer: The Mayor commented on the recent passing of long-term President Helen Ford stating she always had the best interests of the Town in her heart and mind. She added that Mrs. Ford will be honored during Women's History Month in a tribute to her on the Town's website and Facebook page that lists her many accomplishments as President of the Board. It was noted that other women, elected and appointed, who broke glass ceilings in our Town government will also be featured.

#### **Business**

- 1.) Charter Amendment Resolution 01-2021 Establishing Positions: Clerk Williams conducted the second reading of the Charter Amendment Resolution, noting the first reading was delivered at the Public Forum on February 9, 2021. Commissioner Franklin motioned to approve CAR 01-2021 Establishing Positions. Commissioner Duckett seconded the motion. With no one opposed, the motion passed unanimously.
- 2.) Resolution 2021-07 Extension of DOE: A discrepancy in the Agenda's Resolution numbering was realized and it was noted that this joint resolution includes in its title "No. DOE 2021-01". TA

Snyder reviewed the Declaration's current edits and details. Office reopening procedures and obtaining current COVID information including best practices research were discussed. Commissioner Franklin motioned to approve the Declaration of Local Emergency/ Joint Resolution 2021-07: No. DOE 2021-01. Commissioner Duckett seconded the motion. With all in favor, the motion was unanimously passed.

- 3.) Resolution 2021-06 PAMC Support: The President tabled the legislation until the next meeting.
- 4.) Letter to County Fire Chief Fire/ EMS coverage concerns: TA Snyder delivered an overview of a draft letter from the Town to Fire Chief Tiffany Green expressing concerns over apparatus response and availability. Captain Wallace provided more details on the status of current apparatus issues at the Marlboro VFD, and Chief Wright addressed the current status of apparatus issues at the Ritchie VFD. It was noted that currently, the closest ladder truck to the Town is in District Heights. The Board agreed to the signing and sending of the letter as drafted.

### **Administrative Updates**

- 5.) Legislation, Projects and Initiatives: TA Snyder provided updates on the following Town projects: 1.) Heritage Area Expansion; 2.) Town Playground; 3.) Town Hall Solar Project; 4.) Financial Policies; 5.) PEPCO Charging Stations; 6.) Mural Project Grant; 7.) Main Street Affiliate Program; 8.) Employee Handbook; 9.) Parking Enforcement upgrade; 10.) Northwest Branch Levy & Grading Project; 11.) Annexation Phases II & III; 12.) FY22 Budget Preparation; 13.) WSSC Sewer line Repairs/Upgrades; 14.) Racial Equality Initiative; 15.) MDE/Water Street Palettes; 16.) Nextdoor/Rte 725 CSX & Old Crain Hwy--Litter Issues; and, 17.) The Adopt-A-Highway Program.
- 6.) General Commissioner & Staff items: Commissioner Franklin announced she has contacted local HOAs and will hold a meeting soon. TA Snyder announced that the Town has been officially awarded the designation of "Tree City USA". The Town should be receiving supplies from the State Forestry Service by Arbor Day to help facilitate an unveiling ceremony.

### **Public Comment**

TUMHC Chair Callicott reported she has observed the same small, white vehicle excessively speeding on Church Street, several times in the past week. It was noted that the Town is planning to increase patrol hours throughout the Town with the hiring of an additional officer.

Reverend Montague, speaking on behalf of the Pastor of Providence St. John Baptist Church, said they were interested in the development of a plot of land to use as a community/urban garden. It was noted that the Town's GreenTeam could possibly assist to get such a project started.

### **Adjournment**

The meeting was adjourned at 8:52 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk

