

Town of Upper Marlboro

REGULAR TOWN MEETING

April 13, 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 7:01 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.

Also present: Jacob Moore/Greenwill Consulting Group LLC; Ray Feldman/Feldman Communications Strategies LLC; TUMHC Chair Patti Callicott; TUMHC Archivist Brian Callicott; SCW Chair Evelyn Stephens; Joseph Hourclé /Board of Supervisors of Elections; Marlborough Towne HOA Board members Maritsa Stephenson and Monica Williams; plus, various citizens and interested parties.

Pledge of Allegiance

Consent to the Agenda

The President received unanimous consent to the Agenda.

Approval of Meeting Minutes & Financial Reports

Commissioner Franklin motioned to approve the Regular Town Meeting minutes from March 9, 2021, the Extra Board Work Session minutes from March 16, 2021, the Board Work Session minutes from March 23, 2021, and the Treasurer's Report as of March 31, 2021. Commissioner Duckett seconded. All Board minutes from March's Town Meeting and Work Sessions, plus, the March 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 has been Police Reform and Sports Betting the second. He reported that the legislative interests of the Town are still intact and the Speed Cameras House Bill 619, and the \$450K funding for Town Streetscaping, were passed successfully thanks to Delegate Harrison and Senator Peters. He noted they will continue to track these items as well as Federal Stimulus Funding.
- Chief Burse delivered the UMPD report for the month of March 2021. The report was provided in the Meeting Package and on PowerPoint for those in attendance. He noted that 32 parking tickets, 70 speeding citations and 3 Code violation letters were issued in March.
- Superintendent Bond delivered the Public Works reports for March 2021. The report was provided in the Meeting Package and on PowerPoint for those in attendance. He noted the missing figures from the Refuse Accumulations report: Bulk/Solid Waste = 5.5 tons; Bulk/Yard Waste = 2.25 tons. He also noted that there were no weather-related events of any consequence during March 2021.

- Director of Finance Morgan reviewed highlights of the March Treasurer's Report noting the SONA Bank in Town has merged with PRIMIS and the Town account(s) will remain at that location. He stated Parking Fines and Tax revenues are doing very well. He then detailed expense line items noting costs have gone up and incoming invoices are still lagging behind. He said final figures received in May will be worked into the End-of-Year Budget Adjustments for FY2021 Ordinance to be passed in June.
- Clerk Williams announced that Parking Fines Revenues had reached 100 percent of the Budget in early April, and that he estimates the final total may reach \$5-\$6K overbudget by the end of FY2021.
- TUMHC Chair Callicott reported that Committee member Tom Cavanaugh is looking into acquiring paintings by Judge Powers wife. She added the next TUMHC Archive Session will be on April 17th.
- Commissioner Franklin reported for the EC Chair, stating that the committee met last Thursday where they discussed partnering with the Arts Council to develop a Fall Festival Event. It was noted the EC helped with the Blood Drive on April 9th. The next Blood Drive is scheduled for July 9, 2021.
- SCW Chair Stephens will deliver her report on the PAMC Grant later in the agenda.
- Chief Burse reported for the UM CERT stating that they held a meeting last Saturday where they discussed upcoming events that they could participate in. He added several members had been volunteering at a number of COVID vaccination sites in the County, and collectively put in 90+ hours of volunteer service. He added, a couple of new members earned their basic training certificates.
- TA Snyder reported for the MVFD stating the department had just laid to rest past Town President Jay Tucker who was also President, Past Chief, and Life Member of the Marlboro Volunteer Fire Department. He noted that the UMPD and the Town's Public Works helped with traffic control for the procession through Town and the full Board was there to pay their respects as well.
- Commissioner Duckett reported for the Arts Council stating the Call-For-Artists had been published and they are now working with the selection process for finalists who will then submit their proposals for the downtown murals. She noted their next meeting will be on May 17th at 6:30 p.m.
- Commissioner Franklin reported that the committee is partnering with the Arts Council to develop a "Farmer's Market" theme/attraction within the Fall Festival Event the 2 committees are planning. It was noted that such events will help the Town gain its "Sustainable Maryland Certified" designation.

Commissioners:

- Commissioner Duckett: Had no report at this time.
- Commissioner Franklin: Announced she continues to work with the County's Lynching Memorial Project (PGC/LMP) noting their first focus is on Piscataway and Thomas Juricks. After noting that there were three lynchings that had occurred in the Town, she urged that the Upper Marlboro community needs to continue to have more discussions facilitated on race, truth and justice. It was noted that the TUMHC will be assisting to add more Black History information to update the Town's Citizen's Guide, and that, recordings of the past Board Work Sessions will be posted for the public soon.
- President Pennoyer: Had no report at this time.

Business

- 1.) Public Comment / Rectory Lane Roadway & Parking Issues: The President asked for comment from the Board and residents, to which none was offered at this time. TA Snyder noted that other major issues exist other than just parking, such as, sidewalks, curbs and stormwater management. He also noted the Board had agreed to revisit these particular issues later at a Town-wide Forum when the Town-Roadways Project gets underway soon. The full Board will continue discussion concerning the results and methods of resident outreach during the Project.

- 2.) Ordinance 2021-01: Business Licensing: The Ordinances' introduction was read aloud by Clerk Williams. TA Snyder reviewed the development of the ordinance that amends ORD 2018-07. After noting changes and additions, no further comments were offered to the Board at this time.
- 3.) Resolution 2021-13 Setting Business Licensing Fee: Clerk Williams read aloud the Resolutions' introduction noting the projected May 11th passage date. The Board briefly discussed possibly waiving the application fee for first-year businesses. There were no further comments.
- 4.) Resolution 2021-06: Supporting Planning Assistance-2: The Resolutions' introduction was read aloud by Clerk Williams. SCW Chair Stevens stated the PAMC Grant is being sought to make the Town a destination spot for visitors and a convenient place to shop for its' residents, and, she explained how the program is a key component to Economic Development in several areas. Passage of the resolution will enable submission of the grant application. After discussion, Commissioner Franklin motioned to approve Resolution 2021-06, to which Commissioner Duckett seconded. With all in favor, the Resolution was passed unanimously.
- 5.) Resolution 2021-08: Authorizing Establishment of a Bank Account: The Resolutions' introduction was read aloud by Clerk Williams. The President noted the account(s) will be dedicated to Corona Virus Recovery funding as a best-practice measure. It was noted that the banking institution's name had just recently changed from SONA to PRIMIS as a result of a merger. Commissioner Franklin motioned to approve Resolution 2021-08. Commissioner Duckett seconded the motion. With no one opposed, the motion was unanimously passed.
- 6.) Resolution 2021-11: Approving Town Tax Rate Step Program: Clerk Williams read aloud the Resolutions' introduction. President Pennoyer opted to proceed with agenda line-item #7 before taking public comment and further discussion.
- 7.) Presentation: FY2022-2024 Town Tax Rates: Director Morgan delivered his presentation via the PowerPoint slide-show for those in attendance. It included an overview of the Town's tax rate history and comparisons to other municipalities, plus, current issues necessitating an increase and a proposed Tax Rate Step Program to be implemented over the next 3 fiscal years. He noted that residential taxes had the smallest increase. Open discussion items included: Calculating tax rate by assessed property value; Replenishing Town's Reserve Funds; Allocate and complete infrastructure projects; and, Preparing for ongoing/annual cost increases. TUMHC Chair Callicott asked if tax rate increases would ever stop, or go down, if other sources of revenue increase. It was noted that one current source of revenue has permanently declined with the County agencies relocating to Largo, and that the pandemic has also caused additional permanent revenue losses. It was also noted that tax rate figures must be reviewed with every annual Town Operating Budget ordinance per Charter directive (where the rate is officially set year-to-year.) An attending resident stated he would rather see a tax increase than have services cut and agreed the Town can no longer rely on just parking and moving violation revenues. Marlborough Towne HOA Board members noted that they are experiencing the same problems, as all costs go up every year and reluctance to raise annual fees in the past have now caused dues increases.
- 8.) Resolution 2021-12: Authorizing Purchase of Electric Vehicle: The Resolutions' introduction was read aloud by Clerk Williams. TA Snyder reviewed how the \$10K MEA Grant awarded the Town supports the Town's current green initiatives and supports the UMPD fleet. It was noted that the MEA will also help with the installation of 4 charging stations at specific locations in Town. After a brief discussion, Commissioner Franklin motioned to approve Resolution 2021-12, to which Commissioner Duckett seconded. With no one opposed, the motion passed unanimously.

Administrative Updates

- 9.) Legislation, Projects and Initiatives: TA Snyder provided the monthly updates from the Project Tracking spreadsheet that was provided in the PowerPoint slideshow for those in attendance and in the Board's Meeting Packet that was published online.

- 10.) General Commissioner & Staff items: It was requested by the Clerk's Office that the resolution number that had been assigned for the first draft of Resolution 2012-09 (Restricting Parking on Rectory Lane) be eliminated for record keeping purposes. Though not required, the Board was then asked if they could authorize the deletion of the resolution number by a vote for the permanent record. It was noted that the deletion is just for the number only as the subject and content of the draft will be revisited later in the calendar year. Commissioner Franklin motioned to approve the striking of the resolution number "2021-09". Commissioner Duckett seconded the motion. With all in favor, the motion was passed unanimously.

Public Comment

TUMHC Chair Callicott stated she hopes the Board considers the ramifications the COVID pandemic has had on its residents and businesses as they are looking at the situation as it currently is.

Adjournment

Commissioner Franklin motioned to adjourn the meeting. Commissioner Duckett seconded the motion. With all in favor, the meeting was adjourned at 9:45 p.m.

Respectfully submitted,



M. David Williams
Town Clerk

