

Town of Upper Marlboro

REGULAR TOWN MEETING

February 10, 2015

Approved Minutes

Call to Order

The meeting was called to order at 7:31 p.m.

Roll Call: Stephen F. Sonnett, President of the Board of Town Commissioners
James Storey, Commissioner / Treasurer
Larissa A. Ferrer, Commissioner

Staff present: M. David Williams, Town Clerk

Also present: Various citizens and interested parties.

Pledge of Allegiance

Approval of Meeting Minutes & Financial Reports

President Sonnett asked for consent to the Agenda. Approval was granted by all Commissioners present. The Town Meeting minutes from January 13, 2015 and the Work Session minutes from January 29, 2015 were acknowledged by the Board as reviewed. Two minor changes were noted by the Clerk.

Commissioner Ferrer motioned to approve both sets of minutes as amended, Commissioner Storey seconded. All minutes from January's Town Meeting and Work Session were unanimously approved.

Commissioner Storey reviewed highlights of the Treasurer's Report as of January 31, 2015. Total general government expenses were within an acceptable range of the 58% benchmark for 7 months into FY2015. He noted that total operational revenues were higher at 74.8% indicating revenues for the year will most likely exceed budgeted totals. An adjustment will need to be made for General Government Expenses line item 8122 (insurance/liability); Public Safety line item 8280.04 (miscellaneous) is high due to follow-up medical evaluation and equipment and will be adjusted once State reimbursement is received; and, Public Works line item 8375 (uniforms) will also require an adjustment. Commissioner Ferrer motioned to approve the Treasurer's Report, President Sonnett seconded. The Treasurer's Report as of January 31, 2015 was unanimously approved.

Reports

Staff/Committees: Historical Committee Chair, Patti Skews announced that the next TUMHC Archiving Session will be on February 21 at the Town Hall and reminded all that the meeting time is now 10 a.m.

Commissioner Ferrer: Had no report at this time.

Commissioner Storey: Will deliver his report(s) later under the Business section of the Agenda.

President Sonnett: Delivered updates on the following topics: 1) The PGCMA has named 3 legislative priorities for the new fiscal year: Restoration of Highway User Revenues, Tax differential inequity, and WSSC communications; 2) Met with the technical assistance team from the Washington Council Of Governments for a tour of the Town, followed by a kick-off meeting concerning the Pedestrian and Bicycle Accessibility Study; 3) Attended Planning Board briefing on January 15 concerning proposed changes to the county's Zoning Ordinance; 4) Will be attending the Municipal Focus Group meeting about the zoning rewrite tomorrow; 5) County's extensive retail-study has determined that the Town is one of 8 "Main Street" markets; 6) Meeting topics at the February MMA Winter Conference—Community Policing and Emergency Preparedness; 7) An Extra Work Session is scheduled for February 12—Architects will be in at 10 a.m. for a final review of conceptual plans for the new Town Hall Addition.

Business

Ordinance 2015-01, FY2015 Budget Amendment: The President explained that the funds awarded the Town from 3 separate grant requests would indeed need to be accounted for in the already approved FY2015 Budget. With no objections from the Board, the budget amendment ordinance was introduced. The President stated that the Board plans to adopt the ordinance on February 24, noting that the Work Session scheduled for that same date and time will be changed to a Special Town Meeting.

Emergency Ordinance 2015-02, Town Right-of-Entry: The ordinance establishes statutory authority for the Town to repair and maintain public right-of-ways. The President said that the ordinance, requested by the SHA, would be passed today so that sidewalk installation could proceed in a timely fashion. After a project update and discussion, President Sonnett motioned to adopt the ordinance, Commissioner Storey seconded. With no one in opposition, Ordinance 2015-02 was adopted.

SHA Salt Agreement: The President reviewed the three-year contract and explained how it will save time and money. Commissioner Ferrer motioned to authorize the President to sign the agreement, Commissioner Storey seconded. Authorization to enter into the agreement was unanimously granted.

Snow Operations: The President opened the floor for discussion/ideas on how to best solve the issue of vehicles parked on the street during snow events that hinder snow removal operations and cause safety hazards for the community as a whole. Spring Branch Drive was identified as being the largest problem area, with certain areas of Marlborough Towne and Rectory Lane as well. Discussion ideas included: Placing bright red warning notices on the on-street parked cars immediately prior to snow events; Passing a new ordinance enabling fines for non-compliance; Limited parking (one side of street); Blanket mailing of notices; and, Hold a Special Town Meeting on the topic. After discussion, it was agreed that some form of communication with residents, to try and reach a consensus, would be attempted first.

Employee Handbook: An addition to the Employee Handbook (page 24 –“Use of Town Vehicles”) was introduced and reviewed with other amendments that had already been introduced at past Town Meetings, such as: “Hiring of Relatives” (April 8, 2014) and three appendices “Disability, Military and Workers’ Compensation policies” (September 10, 2013). To officially adopt all the amendments for a reprint of the handbook, Commissioner Ferrer motioned to approve the amendments and reprint of the Employee Handbook, Commissioner Storey seconded. The motion was unanimously approved.

Public Works Facility: Commissioner Storey was thanked for his hard work on finding a workable solution to obtaining a better restroom facility for the Public Works crew at the Judge’s Drive shop. The President reviewed the specs of the Model CS-8 Restroom Trailer with 200-gallon holding tank, quoting an estimate of \$15,316.50 delivered, and asked for authorization by the Board for the expenditure. Commissioner Ferrer motioned to approve the acquisition as quoted, Commissioner Storey seconded the motion. Approval to proceed with the purchase of the trailer was unanimous.

SONA Bank: The Town received a letter from SONA Bank stating that the Town is indeed collateralized. In addition, the Federal Home Loan Bank in Atlanta (who held the collateralization agreement when the Town was with PGFSB) is now requesting a “Security Release” of the old agreement.

February Meeting Schedule: The February 24 Work Session was rescheduled as a Special Town Meeting in order to adopt Ordinance 2015-01: FY2015 Budget Amendment.

General/Administration issues: An e-mail blast to Marlborough Day Committee members and volunteers was received from Bill Milligan in early February asking for help to keep the annual event afloat, as funds have dwindled and the volunteer base has shrunk. A brain-storming meeting to address the future of the Marlborough Day Festival has been scheduled for Thursday, February 12 at 6:00 p.m.

Several citizen’s expresses issues/concerns with the new recycling service. President Sonnett said specific problems needed to be called in to Town Hall as soon as they happen in order to address the problem effectively, adding that he will have the Public Works crew follow the contractor to observe.

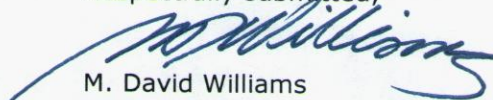
Public Comment

Two residents expressed concern over the Pedestrian & Bicycle Accessibility Study, stating that walking and biking in the Town should not be encouraged because of speeding cars and narrow streets. The President elaborated that the study would deem any proposed installation plans as not feasible, should they determine any safety issues exist for pedestrian or vehicular traffic.

Adjournment

Commissioner Ferrer made a motion to adjourn, Commissioner Storey seconded the motion. With no one in opposition, the meeting was adjourned at 8:53 p.m.

Respectfully submitted,


M. David Williams
Town Clerk

March 10, 2015

Minutes of the Regular Town Meeting

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