

# Town of Upper Marlboro

## REGULAR TOWN MEETING

May 12, 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: Gabrielle Peace, Renee Peace-Carr, Antonia Carr, various citizens and interested parties.

### Pledge of Allegiance

President Sonnett asked for consent to the Agenda. Approval was granted by all Commissioners present.

### Presentation

Every year, the Maryland Municipal League (MML) hosts an Essay Contest for Maryland 4<sup>th</sup> graders entitled "*If I were Mayor, I would . . .*" as a community outreach program to help educate the public about municipal government. Antonia Carr from Barak Obama Elementary School in Upper Marlboro was this year's winner for MML District 9, and was invited by the Board to attend the Town Meeting to receive a special Town Citation for her achievement. President Sonnett read aloud the Citation to Antonia, and her mother and grandmother thanked the Town by saying the event "was so special".

### Approval of Meeting Minutes & Financial Reports

The Town Meeting minutes from April 13, 2015 and the Work Session minutes from April 28, 2015 were acknowledged by the Board as reviewed. One minor edit was noted by the Clerk. Commissioner Storey motioned to approve both sets of minutes as amended, Commissioner Ferrer seconded. All minutes from April's Town Meeting and Work Session were unanimously approved.

Commissioner Storey reviewed highlights of the Treasurer's Report as of April 30, 2015. He noted that total operational revenues and general government expenses were within an acceptable range of the 83 percent benchmark for 10 months into FY2015. He noted that with more Income Taxes due within the next month or so, the Town expects to realize a surplus for FY2015. He also noted that the largest portion of Total Capital Outlay for General Government Expenses (line item 8240/Town Hall Addition) was low, which in turn, brought down the "Total General Government" calculation to only 46.1 percent. Commissioner Ferrer motioned to approve the Treasurer's Report, President Sonnett seconded. The Treasurer's Report as of April 30, 2015 was unanimously approved.

### Reports

Staff/Committees: Brian Callicott of the Town Historical Committee reported that the next Archiving Session will be on May 16<sup>th</sup>. He recapped their last Archiving Session visit by Jessie Frazier of the Union United Methodist Church, and, the TUMHC's visit to the old bowling lanes in the basement of the RDA building on Main Street that recently suffered a wall collapse. He said the Committee is delighted to have scans of Union United's documented history for the Town Archives, and a little saddened at the same time, that the old Main Street bowling alley will probably be removed from the RDA building as it undergoes repairs. He added that RDA owner, Ben Robertson, donated a duckpin bowling ball to the Town, and that he hopes to collect more photos and stories to create a display to chronicle life in the 50s and 60s in Town. TUMHC member, Linda Pennoyer, said she posted the Bowling Alley story on a Facebook page entitled "I Grew Up in Upper Marlboro" and received a reply from someone whose father was a pin-setter there. She added she would be contacting them and others who frequent the page.

Commissioner Ferrer: Reported that she attended the Small Business Administration (SBA) presentation on May 11, regarding opportunities for women in Federal contracting.



Commissioner Storey: Reported that the program speakers for the Memorial Day Ceremony have been confirmed, and the autobiography "Easier Said Than Done" about famous band leader Leroy Battle and how he put the Frederick Douglass Marching Band "on the map" in the 60s will be available for viewing.

President Sonnett: President Sonnett delivered updates for the current ongoing Sustainable Community projects: 1.) Even though some property owners are having trouble finding contractors to get estimates, the *Façade Improvement Program (FIP)* has spurred more interest from downtown businesses, some of which are reaching beyond the scope of what the plan provides. He added that the Town will now need to reapply for the next round of grants; 2.) The Bike & Pedestrian Accessibility and Feasibility Study should be completed within the next month or so, and has already highlighted over 100 improvements that could be implemented; 3.) Town received plans for the Western Branch Maintenance Project by the Army Corps of Engineers, and there will be a project Public Hearing in the near future.

## **Business**

Ordinance 2015-03 Town Operating Budget for FY2016 (introduction): Copies of the ordinance were distributed and the President reviewed the ordinance aloud to officially introduce the Town Operating Budget as per Charter policy. He then reviewed the FY2016 Detailed Budget that accompanied the hand-out, noting that the Board has included funding for more administrative staffing. He said the Town Clerk will be stepping up to handle more administrative duties and the office will be adding an administrative assistant position to ensure a successful continuance of operations. He added that funding for investment in the Town (i.e.; grant writing for Sustainable Communities projects) has also been added. It was noted that the President will remain the Chief Executive Officer for the Town.

Other increased expenses line items were noted, such as: New Public Safety hire and applicable insurance/health benefits; Public Safety Capital Outlay items (laser "speed" gun, mounted traffic control device and a new police cruiser); and, extra funding for the Public Works Facility and Streets & Sidewalks projects. It was noted that current bank interest rates have improved overall.

Surplus Assets: A print-out supplied by the Public Works Supervisor listing surplus items was distributed and discussed. Commissioner Ferrer motioned to approve the surplus of listed items as presented. Commissioner Storey seconded the motion. With no one opposed, approval was unanimous.

Town Hall Conference Room rentals: Due to the prospect of additional staffing and the upcoming Town Hall renovation, the President proposed that the Town discontinue renting out the Conference Room until the new offices are finished (with the exception of the Town-based Marlborough Towne HOA)

June Work Session (reschedule date): As the Town Clerk cannot be present at the June Work Session, the Board agreed to move the meeting to Wednesday, June 24<sup>th</sup> (same time). President Sonnett noted that the Town Charter mandates the Town Clerk be present at all meetings, but suggested amending the Charter to allow the appointment of a second (Deputy Clerk, or such) to fill-in when needed.

General/Administration issues: Commissioner Ferrer announced that there appeared to be an infestation of Carpenter bees in the Marlborough Towne complex. The group offered up their own individual suggestions and ideas to eradicate the bees. The President said that the Town's Mosquito Control Program would not affect any other pests besides the mosquitos, but would look into it further.

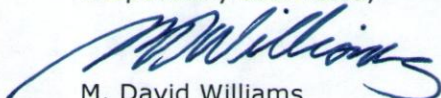
## **Public Comment**

A resident requested that future meeting date changes be pushed back (to a later date), rather than moved up (to a sooner date) to improve the chances that interested citizens don't miss meetings.

## **Adjournment**

Commissioner Ferrer made a motion to adjourn, Commissioner Storey seconded the motion. With all in favor, the meeting was adjourned at 8:24 p.m.

Respectfully submitted,



M. David Williams  
Town Clerk

