

# Town of Upper Marlboro

## REGULAR TOWN MEETING

November 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/Administrator

Also present: Boy Scout Troop 416 from St. Mary's School and various citizens and interested parties.

### Pledge of Allegiance

After the pledge, Boy Scout Troop 416 introduced themselves stating they were in attendance as per requirements for earning a "Communications Merit Badge". President Sonnett asked for approval from the Board.

### Approval of Meeting Minutes & Financial Reports

President Sonnett stated that he wanted to add a line item (Surplus of Police Cruiser) to the Business section of the Agenda. He then asked for consent to the Agenda, by which approval was granted by all Commissioners present. The Town Meeting minutes from October 13, 2015 and the Work Session minutes from October 28, 2015 were acknowledged by the Board as reviewed. Commissioner Ferrer motioned to approve both sets of minutes, Commissioner Storey seconded. All minutes from October's Town Meeting and Work Session were unanimously approved.

Commissioner Storey reviewed highlights of the Treasurer's Report as of October 31, 2015. He noted that the Town is now back to receiving income tax payments from the State, adding that a final communication from the State concerning recent payment withholdings was expected by November 15. Total operational revenues and general government expenses were noted as being within an acceptable range of the 33% benchmark for 4 months into FY2016. He added that adjustments will soon be made to the FY2016 Detailed Budget that will include an adjustment to Public Safety line item 8280.04 Misc. Commissioner Ferrer motioned to approve the Treasurer's Report, President Sonnett seconded the motion. The Treasurer's Report as of October 31, 2015 was unanimously approved.

### Reports

Staff/Committees: Mr. Williams reported that the new Deputy Clerk, Kyle Snyder, has aptly taken on several ongoing projects critical to the successful continuance of Town Operations. He also noted that information concerning upcoming Town Elections, and the Town's involvement with the "Maryland Government Works! Month" program, was available on the Town website or by telephoning Town Hall. TUMHC Co-Chair, Linda Pennoyer, announced that the next Historical Committee Quarterly Meeting will be held on November 21<sup>st</sup>, adding that there were a lot of items on the agenda up for discussion.

Commissioner Ferrer: Reported that she attended the Prince George's County Economic Development Corporation (PGCEDC) meeting last Monday which mainly dealt with a variety of incentive programs to attract businesses to the County. She also attended a training session concerning business designations.

Commissioner Storey: Reported that he will be attending the Benecon Healthcare Conference in Lancaster, PA on November 19-20. He reminded all to attend the Town Holiday Party on December 13.

President Sonnett: President Sonnett reported that a response will be forthcoming from the County Executive concerning Town Resolution 2015-02 opposing the moving of the County Seat. He added that he and Commissioner Storey attended Mr. Baker's Legislative Listening Session in Riverdale, MD on November 9<sup>th</sup> and had the opportunity to publicly comment that the \$12M budgeted for the move would be better spent addressing the wide array of citizen's issues brought up during the listening sessions.

He then delivered updates on the following Sustainable Community projects: 1) Working with County and State officials to address obstacles with plans to relocate the Water Street Bus Stop; 2) Pedestrian



trail installation to connect the Community Center to the downtown area also in discussion; and, 3) Continuing design work for sidewalk upgrades and streetscape extras using Community Legacy grant. The President noted that Town police officer, Calvin Washington, would be leaving and that a new hire, Stan Madero, would be taking his place. In closing, he reported that he attended a County Council briefing about its recent "Retail Study" finding that it pertained mostly to communities around the Beltway. It was noted, however, that the Town has been designated as one of 9 "Main Street" communities in Prince George's County.

## **Business**

Adoption of the FY2015 Annual Audit: Commissioner Storey summarized highlights from the FY15 Audit, stating the Town accrued no new debt, that no department went over budget, and that an increase in the total of tax revenue, over the FY15 budget, was anticipated for FY2016. He noted that the State will be passing on to local municipalities a ratio of debt for pension liability which is just shy of \$14B. Questions were raised about the State's reclamation of income tax revenues paid to the Town, and if those transactions were accounted for in the FY2016 Audit. Commissioner Storey replied that the auditor was advised and that the applicable information could be found on page 11 of the FY2015 Annual Audit. Commissioner Ferrer motioned to adopt the Annual Financial Report for the year ending June 30, 2015, and Commissioner Storey seconded. With no objections, the FY2015 audit was unanimously adopted.

Proclamation: A proclamation declaring November as "Municipal Government Works! Month" was read aloud. Commissioner Ferrer motioned to adopt the proclamation, and Commissioner Storey seconded the motion. The proclamation was unanimously approved and signed by the Board of Commissioners.

Public Works Facility: The President reported on the current state of the main building doors, citing they were rotting, and that they never were secure or worked well to begin with. The President proposed to have them replaced with two (2) 10' x 10' steel panel pull-up doors, estimated to cost roughly \$5,500. He then asked the Board for approval to expend up to \$6K so as to include new siding on the gable-end. Commissioner Ferrer motioned to authorize the procurement up to \$6K, Commissioner Storey seconded. With no one in opposition, authorization for the expenditure was granted.

Codification: A memo from the Town's new Deputy Clerk about code enforcement was distributed and discussed. The memo outlines issues and options the Town would need to consider when developing a complete, and enforceable, code for the Town. The floor was then opened for input from citizens. Issues mentioned included: parking, littering, noise control, drinking in public, architectural design review, signage, smaller-sized public transportation options, and property inspections. The President suggested that all should review the list, adding that this will be an ongoing dialogue for future Town Meetings.

Surplus Equipment: The President proposed that the Chief's old 2006 Dodge Charger police cruiser be surplused and a request for bids be posted on the Town website. Commissioner Ferrer motioned to approve the surplus, Commissioner Storey seconded. The motion was unanimously approved.

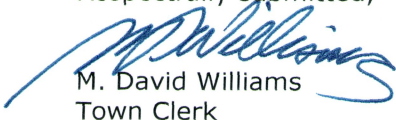
Schoolhouse Pond: Commissioner Ferrer said she has contacted State and Park & Planning officials concerning the poor condition of the Schoolhouse Pond. Large amounts of discarded trash and silt buildup that has raised the water level were cited as major issues needing immediate attention. Options on how to proceed were discussed. Suggestions included creating a clean-up campaign to increase citizen's awareness of the problem, and/or, utilize the "Day To Serve" program to organize volunteers.

General/Administration issues: The President replied to a request from a citizen about the status of the Army Corps of Engineers Western Branch Study, stating that conflicts between Federal and State agencies about procedure has been holding the project up. He said that he will call to get an update.

## **Adjournment**

Commissioner Ferrer made a motion to adjourn, Commissioner Storey seconded the motion. With all in favor, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

  
M. David Williams  
Town Clerk

