

# Town of Upper Marlboro

14211 School Lane • Upper Marlboro, Maryland 20772 • 301-627-6905

## Work Session Minutes

February 27, 2018 – 7:00 p.m.

Approved

### Call to Order

- Meeting was brought to order at 7:15 p.m.
- Roll Call – President Tonga Turner; Commissioner Wanda Leonard; Commissioner Linda Pennoyer; Deputy Clerk Kyle Snyder.
- Pledge of Allegiance

### Reports

Commissioner Leonard: Had no report at this time.

Commissioner Pennoyer: Spoke to artist Don Faust regarding featuring his paintings of the Town during the Grand Opening event at Town Hall.

President Turner: Had no report at this time.

### Business

Town Hall Addition & Renovation Project & ADA Compliance (update): President Turner advised while the Town Hall had several ADA compliance features, it was missing several major features such as ADA entry doors. Scheibel is working to ensure the building is up to compliance. President Turner met with the Architect regarding issues that have come up, and since the meeting, she has been very responsive. We have a temp U&O pending ADA Compliance, and that was obtained today. Current estimated completion date is the week of March 16, 2018.

President's Confidentiality Agreement (discussion): President Turner presented a draft confidentiality agreement for all employees to sign, along with the Commissioners. This document is aimed at protecting the Town and holding everyone accountable. The agreement was drafted by Town Attorney Best.

Automated Speed Enforcement Ordinance 2018-02 & Schedule (discussion): President Turner advised that the Town is accepting comments online for the two Ordinances as well as hard copies available at Town Hall. The Board discussed timelines and opportunities for public input.

Budget Amendment Ordinance 2018-01 (discussion): President Turner brought up the Board discussed additional revenue options such as expanding parking downtown and the pending Speed & Red-Light Camera program.

Website Update: Deputy Clerk Snyder provided the Board with several different designs for the new Town website.

Surplus Property (Vote): President Turner presented the surplus property list of older items that were not relocated into the new Town Hall. These items have not been discarded pending Board approval. Commissioner Leonard moved to surplus all items on the inventory list, except for the folding chairs to be donated to the Historical Committee, seconded by Commissioner Pennoyer. With all in favor the motion passed.

General/Administration: Commissioner Leonard attended the PGPD District II Coffee meeting at the Dutch Market. The Board was interested in scheduling the County's Clean Water Authority and the Marlboro VFD to future Work Sessions for discussion.

### Adjournment

President Turner made a motion to adjourn, Commissioner Pennoyer seconded the motion. With all in favor, the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

  
Kyle Snyder  
Deputy Clerk

