

## **TOWN COUNCIL WORK SESSION MINUTES**

**Town Hall**

**Wednesday, September 28, 2016**

**3:30pm**

Mayor Paulin, Vice Mayor Sitoula, and Councilman Smith met in work session on Wednesday, September 28, 2016 at the Town Hall. Also in attendance were Town Clerk Andrea Brady and Maryland Independent Reporter, Tiffany Watson. Town Manager Hicks was unable to attend because of a training course.

August 24, 2016 Closed Session – During the closed session held on August 24, 2016, the Mayor and Council discussed transitioning the Waste Water Treatment Plan and employee duties. No action was taken on the discussion topics. The closed session adjourned at 4:31pm.

JLUS Resolution – Council reviewed the template resolution for adoption of the Joint Land Use Study. Council unanimously agreed to move forward with introduction and adoption of the resolution at the October 3<sup>rd</sup> Town meeting.

Farmers Market – Councilman Smith is working on a packet from the Maryland Department of Agriculture that is a proven method on starting a successful Farmers Market. Councilman Smith anticipates completing the packet in a couple of weeks and he suggested Council consider the use of the Pavilion for a year round Farmers Market. Council agreed to hold the outdoor market on Tuesdays and Saturdays. Councilman Smith asked the Mayor and Vice Mayor to send him the contact information for any interested farmers they may know of.

Parks & Rec Dance Program – Councilman Smith discussed the need for a dance program after the local dance studio closed their doors. Councilman Smith and the PRC are working in conjunction with Kay Cotton from Hope You Dance to hold a dance program in Town. Councilman Smith has sent contracts to the Town's attorney for his review. While Kay Cotton is involved with the program, the position for instructors and participants will be open. The PRC is working on coordinating use of the Senior Center for the program. Councilman Smith does not anticipate the program having large revenue but feels it is a program the Town needs. Vice Mayor Sitoula inquired about the PRC using the Black Box for the program since they have an area already set up for these types of programs. Councilman Smith stated that there were too many road blocks to use the Black Box and he had trouble getting coordination for using the facility but they may hold a few performances there in the future.

Environmental Sustainability Committee Update – Councilman Smith has been working with Mike Hunninghake from the University of Maryland on requirements for the Town's Environmental Sustainability Committee. Councilman Smith stated that there are a lot of areas that need to be worked on, including energy efficiency for Town buildings and the Farmers Market requirement. Mr. Hunninghake plans to attend the December ESC meeting to speak with the Committee.

Review of October Town Meeting Agenda – Add the JLUS resolution for introduction/adoption. No other changes or additions.

Roundtable:

Mayor – Mayor Paulin reported that the Mayor’s Youth Advisory Team held elections for three team captains. The team captains are Alex Thompson, Kritika Oli and Sophia Gallagher. Mayor Paulin also mentioned the request received from MYAT Captain, Kritika Oli for water fountains and hand sanitizer at Charlie Wright Park. Mayor Paulin plans to speak with County representatives about it. Town Manager Hicks received a response from the County that there is no funding for the request at this time but they will look into including it in next year’s budget.

Vice Mayor – None

Councilman – Councilman Smith, as part of the Maryland Municipal League’s Hometown Emergency Preparedness Advisory Committee will be giving a briefing on emergency preparedness at the October 3<sup>rd</sup> Town meeting. Councilman Smith ordered packed from FEMA to give residents good information on what to prepare for and how to be proactive. Councilman Smith discussed emergency notification systems, Newbridge and Nixel. Nixel is a free program that allows you to send text messages to residents who opt to join the notification system. There is more capability with the paid program from Newbridge, but Councilman Smith believes it would be a good idea for the Town to start with Nixel. Councilman Smith will email Council further information on the programs. Councilman Smith mentioned that he found the ULI study input to be what he expected and they provided good suggestions. ULI offers membership for \$560 annually and members are offered services discounted rates. Councilman Smith feels this is something the Council should consider and he will send out further information on it for their review.

Town Manager – Town Manager Hicks left information for Council on credit card machine fees, work being done at Well 4, information on the class he is attending, the County’s response to the request for water fountains and hand sanitizer at Charlie Wright Park, and information on the safety award the Town will be receiving.

Town Clerk – None

Mayor Paulin made a motion to move into closed session. Councilman Smith seconds the motion. Mayor Paulin adjourned the open session at 3:58pm and Council moved into closed session.

  
Andrea Brady, Town Clerk