

TOWN COUNCIL WORK SESSION MINUTES
Town Hall
Wednesday, March 28, 2018
3:30pm

Mayor Paulin, Vice Mayor Sitoula and Councilman Smith met in work session on Wednesday, March 28, 2018 at the Town Hall. Also, in attendance were Town Manager Hicks, Town Clerk Andrea Brady and Maryland Independent reporter, Charlie Wright.

AVSI Municipal Parking Request - Town Manager Hicks did not see an issue with the request and mentioned that the Zoning Administrator has been working very diligently with them on this project. Mayor Paulin saw no issues with the request and feels it should be approved. Town Manager Hicks will speak with the Zoning Administrator in reference to the property's zoning to max sure it is within the same zone. AVSI is requesting additional off site parking and is requesting use of the Town's lots on Gering Court and behind the Black Box Theater. Per the Town's codes it is permissible if all the zoning is the same. Town Manager Hicks stated that he feels it is worth doing because without the off site parking their project may not take place. Councilman Smith asked if this would have an impact on the Black Box. Town Manager Hicks does not anticipate an issue. The Council agreed to allow the request.

Town's 100th Celebration – Per Karen Williams email the event would be held on September 26, 2020 and a committee will be set up. Vice Mayor Sitoula suggested that whoever is the Mayor at that time should Chair the committee and the Council agreed. The Council also agreed on the date of the event.

Committee Application: Ms. Silver – An additional application came in from Ms. Gilliam who was also applying for the Parks and Rec Commission. The Council agreed to appoint both applicants to the Parks and Rec Commission.

Healthy Working Families Act Amendment – Town Manager Hicks explained that 1.85 hours are received per pay period, which is the same rate as the Town of La Plata. The accrual equals 96 hours per year. Town Manager Hicks also explained that should an employee choose to leave they receive 25%. The Council agreed to move forward with introduction and adoption at a future Town meeting. Town Manager Hicks will speak with the Town's lawyer Fred Sussman to find out if anything else is required before it is added to a Town meeting agenda.

Farmer's Market Rules & Regulations – Councilman Smith put together rules and regulations based on information received from Martin Proulx at the Charles County Economic Development Department. Councilman Smith and Town Manager Hicks recently attended a meeting about Charles County Farmer's Markets where they received some valuable information and the hope is to go live with the Farmers Market in May. There are some farmers interested in taking part but there are some edits that need to be done to the application before moving forward and purchase of signage. The Market will be held on Thursdays and Sundays. Councilman Smith said the Farmers Market will give the Town 15 points with the Sustainable Maryland program. The Council agreed with the rules and regulations as presented.

Review of April Town Meeting Agenda – Add a resolution to appoint the two members to the Parks and Rec Commission, and potentially add the Healthy Working Families Ordinance depending on the Town Manager’s discussion with Mr. Sussman.

Roundtable:
Mayor – None

Vice Mayor – Vice Mayor Sitoula mentioned the restoration of the HUR funds at a Town meeting. Town Manager Hicks suggested waiting until something official is received.

Councilman – Councilman Smith asked about the septic grant that the Town applies for. Town Manager Hicks said the Town has around 4 houses on septic, and the Town applies for a grant each year that will allow the houses to be moved off of a septic system. Councilman Smith asked about Town storage that was discussed with David Elder from the WWTP and requested a tour to get a better understanding of things. Town Manager Hicks will plan a time to take the Council out on a tour on the trolley. Vice Mayor Sitoula suggested the same tour be done for any future Council members. Councilman Smith asked to have David come to a future meeting to do a presentation on what is being proposed for well and WWTP work that the Bond request was done for. Town Manager Hicks suggested having a map to show the infrastructure and the proposed projects when explaining what is being done and why and he will speak with Mr. Elder about giving the presentation. Councilman Smith spoke about the group Girl Noticed that he spoke about previously in reference to their mural project and he asked that the Town consider sponsoring the food. Town Manager Hicks stated that he will find the funding to cover the requested food. Councilman Smith spoke about Indian Head Career Day and the request to bring a dump truck to the school to give a brief presentation. Town Manager Hicks suggested the trash truck instead of a dump truck since it is a newer model. Councilman Smith offered to speak if Public Works is able to bring the truck. Career Day is being held on Tuesday, April 24th from 1:30 to 3:30. Town Manager Hicks said he will make it happen and will speak with Mr. Woodland the Superintendent of Public Works to work out the details and Town Manager Hicks or Mr. Woodland will do the presentation. Councilman Smith stated that on April 21st he would like to have a family cooking competition and he has reached out to the Health Department to find out what would be required. It is a tentative event at this time and he has a few families who are registered. It will be a two hour event and judges are needed. The categories are chili, salad, garlic bread and dessert. Councilman Smith said he would consider a \$25 gift card and maybe some Town items such as the mugs. On April 24th the ESC is holding a watershed cleanup and the event is registered. Councilman Smith is hoping to get participation from both residents and non-residents. Town Manager Hicks asked if PW will be needed for trash pickup. Councilman Smith stated that they could bundle the bags to be picked up on Monday. Councilman Smith received concurrence from the School Board for Friday Night Lights but will be holding the event during the day to prevent he need of the lights. Councilman Smith mentioned the kayak dock repair request from Judy with Atlantic Kayak. Town Manager Hicks responded to let Judy know that there is a contractor who will potentially be doing the work for the Town and is waiting for a response. If no response is received Public Works will handle the repairs. Secretary Gill will be visiting the Town on the 12th and Councilman Smith asked if it would be possible to get a bit of his time while he is here if the Council has an agenda if they would like to discuss. Secretary Gill’s Office stated they will look into his schedule. Vice Mayor Sitoula liked the idea

of speaking with the Secretary while he is here. Councilman Smith mentioned the Opportunity Zone information from the Charles County EDD and he has drafted a support letter for Council review and feels it would be beneficial for the Council to respond with their support. The Council agreed to send out a letter of support. Councilman Smith gave information on financial literacy workshops that will be held at the Senior Center. The information will be added to the website. On Friday Councilman Smith received a call from a senior citizen in Waldorf who was being evicted and he was trying to get resources to help her move and find somewhere to live. Town Manager Hicks allowed the temporary storing of the individuals belongings during this past weekend. The items have been removed from the Pavilion and are now in storage. Councilman Smith found it very disheartening to see an elderly individual put out on the street. Mayor Paulin offered help if it is needed in the future to move her items. Councilman Smith thanked Town Manager Hicks and the Town for their help with the situation. Town Manager Hicks stated that there was no damage done to the building as a result there are just a few items that remain in the freezer, but it caused no issues at the Pavilion.

Town Manager – Town Manager Hicks stated that the Town received two bids for the blower replacement project at the WWTP. The Town received \$200,000 from MDE for the project. The Town is awaiting the bid tabulation from ARRO and will proceed from there. Town Manager Hicks explained that Highway User goes under 32/capital improvements in the budget.

Town Clerk – Town Clerk Brady asked about the Council's decision for the Town Flea Market on behalf of Karen Williams, Community Affairs. The Council said to shorten the timeframe to certain months, April – August, every other Saturday with the same hours. Town Clerk Brady read the Council a request that was received from the Community Love in Action group for free use of the Pavilion to hold another free community dinner that they will be working with St. James Church to bring their Safe Night participants to. The Council unanimously agreed to waive the fees for the Pavilion usage. Town Manager Hicks suggested for a function of that size you may still want to have staff there, but as far as other events starting July 1 there will only be staff to open and close.

Mayor Paulin adjourned the meeting at 4:11pm.


Andrea Brady, Town Clerk