

**TOWN COUNCIL WORK SESSION MINUTES**  
**Teleconference via GoToMeeting**  
**Wednesday, May 25, 2022**  
**3:30pm**

Mayor Paulin and Councilwoman Grumbine met in work session via teleconference on Wednesday, May 25, 2022. Also, in attendance were Town Manager Ryan Hicks and Town Clerk Andrea Brady.

Pavilion – Mayor Paulin has had discussions with Ryan on what would be needed in a newer Town Hall to accommodate current and future staff, a facility we can continue to grow into. Have offices and a Council chamber, conference facility, while maintaining a large meeting area and the outdoor stage. The Council has previously discussed offering the current Town Hall to the Charles County Sheriff's office to have their presence back in Town. The goal would be to move District II back into Town, but to use the Town Hall as a satellite office for the Sheriff's Department until their lease is up in the Bryans Road area. A lot of grant opportunities will begin next year. Town Manager Hicks said it is all about what we want to see in the facility. He suggested reaching out the Sheriff Berry to keep the proposed use of the current Town Hall on his radar. The Council and Town Manager will need to have a list together by years end on what they would like to see at the facility so they can apply for future grant opportunities.

Boardwalk – Town Manager Hicks received a request for a retainer for SE Davis Construction which would be \$94,000. The Town would receive these dollars back at the close of the project. Mayor Paulin was in favor of SE Davis request, especially since she maintain the same bid amount when it took years to begin. Town Manager Hicks was fine with the request but needed to bring it before Council due to the dollar amount. Councilwoman Grumbine was also in favor of the request. Town Manager Hicks stated the Council wanted to discuss signage. Town Manager Hicks asked for the Council's final decision on what to call the boardwalk. Mayor Paulin was in favor of Indian Head Riverwalk. Councilwoman Grumbine was in favor of Mayor Paulin's suggestion. Town Manager Hicks needed a name to call it for 911 communications. Councilwoman Grumbine asked about signage for hours and no smoking. Town Manager Hicks said there are a lot of signs that are needed for the area. It will have the hours sign, the signage for the name, parking, towing, all the activities that are not permitted. The Town has put in a dog waste station and three trashcans. Mayor Paulin suggested having a sign on the bulletin board letting people know there is additional parking at the Village Green and have a small map. The Council agreed with no skateboards, roller-skating/blading and no bicycles.

USBTA Grant – Mayor Paulin stated Shawn has reached out awhile ago asking for some sort of Town support. Councilwoman Grumbine had mentioned it at the ribbon cutting for USBTA. Mayor Paulin asked if the Town would like to chip in for anything in regard to USBTA. Town Manager Hicks stated in the past Shawn was looking for \$200,000. Town Manager Hicks has explained to Shawn that the Town does not have \$200,000 to give after having given \$375,000 to the grocery store initiative. Mayor Paulin asked what amount the Town could give to assist USBTA, suggested it could go toward event sponsorship within the Town to provide that added benefit. Town Manager Hicks said the Council could come up with an amount, but he has already allowed free use of the old PNC building and Pavilion as they have needed it, but if the

Council is looking for a monetary contribution, they would need to provide an amount. Town Manager Hicks stated the Town did \$10,000 for the Velocity Center. The Council would like to match that amount for USBTA for event sponsorship.

Environmental Sustainability Committee Application – The Council agreed to appoint Pennie Drinkard as the non-resident representative of a local business. Mayor Paulin will also speak with Mike Hunninghake to find out steps that need to be taken to continue the designation.

June Town Meeting Agenda – Add a resolution to appoint Ms. Drinkard to ESC.

Roundtable:

Mayor – Mayor Paulin emailed Town Manager Hicks about looking into possible lodging tax of local hotels/motels. Other municipalities have this tax, and it is a way to increase revenue sources without placing that burden on residents. Town Manager Hicks will speak to legal counsel for guidance. The Council does not want to tax people who rent to live in Indian Head, the tax would be for visitors staying at local hotels/motels. The Town Manager stated that long term renters at the local motel would need to be subject to rental license requirements, but it would be difficult to prove that the renter is using the motel as their primary residence. Town Manager Hicks explained the possible repercussions of enforcing the rental ordinance at the local motel and suggested having a conversation with the owner of the property. Town Manager Hicks will update the Council once he speaks to the Town’s legal counsel.

Vice Mayor – Excused.

Councilwoman – None.

Town Manager – None.

Town Clerk – Town Clerk Brady mentioned that around each monthly Town meeting, the Town Hall receives calls from residents asking why the meeting is no longer virtual and express their desire for a virtual option since it made attending the meeting easier. Meetings that are on video have been uploaded to YouTube. Due to cost/budget constraints we will not have a video of the June meeting, but Town Manager will discuss the possibilities of how to bring the cost down to make it affordable. Mayor Paulin suggested the possibility of live streaming the monthly meeting. Town Clerk Brady will look into possibly options to make the meeting hybrid, since the first attempt did not go smoothly.

Mayor Paulin adjourned the meeting at 4:03pm.

  
Andrea Brady, Town Clerk