

## **TOWN COUNCIL WORK SESSION MINUTES**

**Town Hall**

**Wednesday, June 27, 2018**

**3:30pm**

Mayor Paulin, Vice Mayor Sitoula and Councilman Smith met in work session on Wednesday, June 27, 2018 at the Town Hall. Also, in attendance were Town Manager Hicks, Town Clerk Andrea Brady, Maryland Independent reporter, Charlie Wright and Daniel Bailey from Heart Cry Church. Community Affairs Director, Karen Williams joined the meeting during the roundtable portion of the agenda.

May 23, 2018 Closed Session – During the closed session held on May 23, 2018 the Mayor and Council unanimously agreed on employee bonuses. The closed session adjourned at 4:17pm.

Mayor Paulin stated that the sixth item on the agenda would be moved to the top of the agenda for discussion.

Church use of the Senior Center – The Heart Cry Church, is requesting to use the space at the Senior Center on Sundays from approximately 10am – 1:30pm. Daniel Bailey was present at the meeting to speak on the behalf of the church. Mr. Bailey stated that Heart Cry has been located at the Black Box for over 1 year. The Black Box is currently doing renovations with is causing them to postpone a lot of Sundays for the church. Mr. Bailey stated that he recently met with Councilman Smith and Councilman Smith stated there may be a space available in the Town to use. The church has about 35 members and they hope to partner with the Town with events for the community. Mr. Bailey explained that the Pastor's vision is that God sent him down to this Town to help bring life back to it, to help it grow and build. Mr. Bailey feels that the parishioners of the church have skills that could be useful to the Town. Councilman Smith stated that he is in support of trying to help the church stay in Town. Town Manager Hicks asked if the church was hoping for this to be something permanent or if it would be temporary. Mr. Bailey stated that the church would like to be there for a while and it would be hard to state a time limit. Mr. Bailey also mentioned that if a building becomes available within the Town and they are financially able, they would like to move into a permanent location. Town Manager Hicks explained that due to the means, in which the facility was acquired, he will have to assess what is permitted but he does not believe that the Town can collect a fee for use. Vice Mayor Sitoula discussed the need to look into the separation of Church and State and make sure it is a permitted use of the facility. Town Manager Hicks will speak with the Town's attorney about the request for use and will forward his response to the Council. The Council will await legal opinion before moving forward with a decision.

Old PNC Building - Town Manager Hicks has received additional paperwork for the purchase of the Old PNC building. The seller agreed to \$265,000 and sharing in closing costs. The Town's attorney, Fred Sussman is currently reviewing the paperwork prior to signatures. The Town received the grant award from the State for \$200,000 for purchase of the facility. A condition of the grant is that it must be spent by June 1, 2020. Delegate Edith Patterson was instrumental in the grant approval.

Atlantic Kayak & Canoe Lease – Town Manager Hicks reminded the Council that they still have the Atlantic Kayak lease for review. Judy is no longer involved with the company and Town Manager Hicks suggested the Council meet with the new owner at the next work session. Council agreed to add Atlantic Kayak to the next work session agenda.

NLC City Summit: November 2018 – Councilman Smith spoke about how he heard about the upcoming NLC conference at the recent MML conference, and with the Town being a member of the organization the Town should be taking advantage of the available conferences that could provide the Town with additional resources. The conference will be held in California in November 2018. Councilman Smith asked the other Council members for their thoughts and what funding is available to attend. Councilman Smith feels it would be beneficial to attend and see what other cities are doing in regards to funding, sustainability and other opportunities. Vice Mayor asked Town Manager Hicks if the Town has attended the conferences previously, he stated that he was not sure if previous Council members have attended, but he has not. Town Manager Hicks stated that payment should not be an issue since there are still funds available in the budget line item. Vice Mayor Sitoula agreed that if the Town is paying a membership fee, then the Town should utilize the available resources, but the Council needs to decide how to be fair with the budgeted funds for conferences. The budget currently includes a \$10,000 line item for Council training/conferences. Vice mayor suggested each member use 1/3 of that total budget. Council agreed that each member should be allotted 1/3 of the budget line item, and they will implement this practice with the FY19 budget. Councilman Smith also suggested that when a Council member attends a conference they provide a summary to the other members. Council agreed.

“Team Handsome Dad” 2<sup>nd</sup> Annual Crab Feast – Councilman Smith spoke with “Team Handsome Dad”/AVSI to find out if there was a way for them to sponsor Town residents for the event, similar to the way marines are sponsored. Councilman Smith stated that AVSI did not feel they would be able to do that and asked if the Council was willing to sponsor residents for the event. The Council discussed concerns over a fair way to select residents to be sponsored. Vice Mayor Sitoula recommend not sponsoring residents as a Town, but to do it at an individual level. Council agreed.

Stress Presentation for future Town Meeting – Councilman Smith stated that John Staples does stress presentations, he previously did a free 5 minute presentation for the Town, and he would like to have him back to do a more detailed presentation on stress and its affects. Mr. Staples fee for the presentation would be \$100. Councilman Smith stated that he would be willing to donate part of his salary to do it because he feels it is very important to have the presentation. Mayor Pauline asked the reason for the \$100 fee. Councilman Smith explained that the fee is due to the length of presentation, which would be 30 minutes. Councilman Smith stated that he feels it is the responsibility of the Council to have speakers come to talk to the residents to provide valuable information and gave VanGo as an example of a previous presentation. Councilman Smith has reached out the Health Department and the County but has not received a response for a free resource. Mayor Paulin stated that he feels briefings and presentations should be used for things like public services, and he feels odd about him charging to provide a briefing, which could be viewed as charging to promote his own business at the meeting. There was brief discussion on the length of the presentation, which could be cut from the video due to airtime. Vice Mayor Sitoula voted no for having the briefing at the Town meeting. Mayor Paulin also voted no. The stress presentation will be removed from the agenda. Councilman Smith will contact Mr. Staples to cancel.

Review of July Town Meeting Agenda – Remove the stress presentation, no other changes.

Roundtable:

Mayor – None.

Vice Mayor – Vice Mayor Sitoula recently sent an email about the Town being designated an Opportunity Zone. There will be a 1 to 2 day session through DHCD on how investors can take

advantage of that zone and Vice Mayor Sitoula asked that Town Manager Hicks attend the session to receive that information. Town Manager Hicks agreed to attend. During most recent check signing, Vice Mayor Sitoula questioned the payment made for the Maryland Black Caucus foundation. Councilman Smith explained that Delegate Patterson is a member of the Black Caucus and the Town needs representation at these events and if you are attending as a member of Council then the Town should pay for the event. Vice Mayor Sitoula agreed that the Town should have representation, and he would like the information to be forwarded out and specifically state if the Town is paying for the event. The Council discussed events that send out a formal invitation versus events that the Council is choosing to attend without a formal invite. Vice Mayor Sitoula suggested that the Council would need to pay out of pocket for events that they did not receive a formal invitation for. Mayor Paulin suggested sending an email out to both staff and Council beforehand to receive approval to use Town funds for events. Council agreed that no member of Council will attend an event being paid for by the Town without Council approval.

Councilman – Councilman Smith stated that there have been a number of accidents at the intersection of Strauss Avenue and Woodland Road with an increase recently. A recent accident did damage to a nearby structure. Town Manager Hicks clarified that it was cosmetic damage. The Town has solicited strategies from Community Policing to help address the issues at that intersection, one strategy being a 4way stop and rumble strips. Town Manager Hicks stated he would also do a 4way stop and rumble strips at the intersection near the Indian Head Inn. Traffic Ops is doing a study, but Town Manager Hicks is not sure how far along they are. Councilman Smith requested input from the Planning Commission on their timelines for the year. Town Manager Hicks explained that the Planning Commission's agenda is constantly changing as business comes in, which can cause projects such as the Comprehensive Plan to be pushed back. Councilman Smith brought up the recent Mattawoman Creek spill and asked what the Town's obligation is to communicate the residents. Town Manager Hicks stated that the Town was not impacted by the recent spill, but if it would have come into the area, MDE would post signs and they are responsible for notification. There was no impact to the Town's infrastructure from the spill. Councilman Smith offered to do a draft plan for the proposed Youth Enrichment Center that will be located in the Old PNC building, the plan would list services the Town would like to offer and it will help narrow down the right agency to partner with. Council had no objections to Councilman Smith putting together a draft plan. Councilman Smith brought up the topic of a franchise agreement with Verizon. The Town has tried to contact Verizon several times but has received mixed information on the reason for not moving forward. Councilman Smith would like to schedule a meeting with Verizon and the Council to discuss this matter. Councilman Smith reported that Flea Market attendance is still sporadic, so twice a month is more than enough. The Farmers Market is going really well on Thursdays but is not as active on Sundays. Councilman Smith recently held Lemonade Day at the Market which brought in some interest. Mayor Paulin received a suggestion to move the Farmers Market closer to the road so people can see it. Councilman Smith stated that the vendors are reluctant to move, but he is taking all suggestions for consideration prior to next season. Councilman Smith stated the GirlNoticed project was a success. Community Affairs Director, Karen Williams joined the meeting at the request of Councilman Smith to confirm some dates for activities. July 21<sup>st</sup> for Senior Appreciation Day was confirmed as well as Big Day of Play on August 26<sup>th</sup>. Dr. Avery Posey Jr. will be the keynote speaker at the Big Day of Play.

Town Manager – Town Manager Hicks and Mayor Paulin received an email from Robert with MidAtlantic requesting \$50,000 toward the project at the old Ely property. In a previous work session the Council stated that \$5,000 would be available, but MidAtlantic would like to know the plan for the remaining \$45,000 in the future budget. Councilman Smith stated that he was not aware of \$50,000 discussion. Town Manager Hicks stated that the Council never approved \$50,000 and he

is unsure where that total came from. The developers had requests for 12.5 million dollars statewide but they have received around 3.5 million dollars so far. The requested \$50,000 would go toward redevelopment and cleanup of the Ely property. Town Manager Hicks stated that private investors seem to be coming in frequently requesting funds for development. Councilman Smith stated that he thought the Council had previously agreed to do other items for incentives for commercial developers such as a waiver of fees for permits and utilities. Mayor Paulin expressed concerns of the project stalling if the Town did not provide the requested \$50,000, to which Councilman Smith expressed a need to investigate where the \$50,000 "promise" came from if that is the case. Vice Mayor Sitoula suggested setting up a meeting with MidAtlantic to explain the budget process and explain what the Council can help with i.e. the service component. Vice Mayor Sitoula suggested that meetings should be held with both NAMMO and MidAtlantic. Town Manager Hicks informed the Council that they will see a check for \$5,000 in a future check run since that amount was previously agreed upon. The Council agreed to schedule meetings with MidAtlantic and NAMMO to discuss their requests. Town Manager Hicks received a letter from the Pomonkey High School Alumni Association asking to use the Pavilion at no charge on Saturday August 18<sup>th</sup> for their annual Alumni Day and fundraiser, to raise fund to restore their scholarship fund. Council unanimously agreed to allow the Pomonkey High School Alumni Association free use of the Pavilion on August 18<sup>th</sup> with staff only opening and closing the building. ARRO has been working on the Town's Stormwater Ordinance and it will be on the July Planning Commission agenda for their review, then it will go before the County for review, then it will come before the Council for review. Town Manager Hicks asked Councilman Smith if the trolley would be needed for this week, he stated that it was not needed. Town Manager Hicks asked Councilman Smith if there would be a bimonthly meeting with the Sheriff on Monday prior the meeting, Councilman Smith stated that there would not be, all future meetings have been canceled. Town Manager Hicks and Vice Mayor Sitoula are scheduled to attend a meeting with Senator Cardin on Friday, June 29<sup>th</sup>. Currently the meeting is not a definite, and Town Clerk Brady will keep the Vice Mayor and Town Manager informed should the date or time change. Town Manager Hicks will put together talking points for the Vice Mayor for the meeting.

Town Clerk – None.

Mayor Paulin adjourned the meeting at 4:33pm.

  
Andrea Brady, Town Clerk