

**TOWN COUNCIL WORK SESSION MINUTES**  
**Teleconference via GoToMeeting**  
**Wednesday, July 28, 2021**  
**3:30pm**

Mayor Paulin, Vice Mayor Sitoula (3:40pm) and Councilman Albright met in work session via teleconference on Wednesday, July 28, 2021. Also, in attendance were Town Manager Ryan Hicks, Town Clerk Andrea Brady, and Community Affairs Director Karen Williams. There was 1 resident in attendance.

June 23, 2021, Closed Session – Wednesday, June 23, 2021, the Mayor, Vice Mayor, Councilman and Town Manager held a closed session at 3:43pm per §3-305(b)(3) To consider the acquisition of real property for a public purpose and matters directly related thereto. The Council discussed the counteroffer for the purchase of the property at 4155 and 4109 Indian Head Highway and discussed the closing cost percentages. The closed session adjourned at 4:25pm.

July 6, Closed Session – Tuesday, July 6, 2021, the Mayor, Vice Mayor, Councilman and Town Manager held a closed session at 7:59pm per §3-305(b)(1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals and (3) To consider the acquisition of real property for a public purpose and matters directly related thereto. The Council discussed employee performance and discussed property negotiation for land acquisition. The closed session adjourned at 8:59pm.

June 23, 2021, Closed Session – Thursday, July 15, 2021, the Mayor, Vice Mayor, Councilman and Town Manager held a closed session at 11:30am per §3-305(b)(3) To consider the acquisition of real property for a public purpose and matters directly related thereto. The Council discussed the acquisition of the property at 4155 and 4109 Indian Head Highway and discussed American Rescue Plan (ARP) funds. The closed session adjourned at 11:51am.

Mayor & Council Compensation Proposal – Mayor Paulin spoke about a proposed increase for Town Council wages. The Council's current wages are \$6,000 per year for Mayor and \$5,000 for Council. On average the Mayor and Council in other municipalities make between \$18,000 - \$21,000 a year. Mayor Paulin suggested putting together a compensation committee for their recommendation on the proposed increase. Councilman Albright does not feel that a committee is needed to decide on compensation, he felt if on average the Council is making significantly less than other municipalities it is time to make the increase and he is in favor of moving forward with it. Mayor Paulin suggested discussing numbers at the next work session and suggested putting a proposal together for legal counsel review. This proposed change would not be in affect until the next election year. The Council will work on a formal proposal during the next work session.

Centennial Update – Karen Williams gave an update on the Town's 101<sup>st</sup> Celebration. Invitations went out, things are going up online, once people start sending in applications we will organize them into categories, still working on volunteers for the event. Ms. Williams has been in contact with CBIRF and the Explorers to check their schedules, has reached out to the fire departments for quite some time now for assistance with the parade and the rest of the event but has not received much of a response. Mr. Sanchez with the Base is pretty sure he can get some people to volunteer. Ms. Williams has live entertainment lined up, two bands of Lackey alumni and the Flippin Eyelids. The Base is not able to provide the portable stage, so Ms. Williams is looking into tent rental. She has a layout together showing the amusements, Ferris wheel, food trucks and vendors. The Senior Center will be turned into a museum of sorts for the event. The Lackey Braves homecoming and the "New" Lackey alumni are planning to

have displays both outside and inside, the Pomonkey reunion also plans to have displays. The Base plans to have displays on the inside of the Pavilion. Mayor Paulin offered to reach out to the local fire departments and rescue squads to get them involved in the parade. Ms. Williams stated that food vendor applications are going out. She hopes to have CBIRF handle the parking for the event. Ms. Williams discussed the need for volunteers and who is lined up to assist with the event so far for things like traffic control. No further questions from Council at this time.

Fire Department Fire Hydrant Checks & Testing – Mayor Paulin had a brief conversation with Chief Williams and other members of the fire department and suggested that on Thursdays at their drill they could work on testing one fire hydrant each time to give them training as well as assist with the public works workload for hydrant checks. Town Manager Hicks explained the need to use dechlorinating tablets and he would like to suggest some focus areas for the Fire Department, but he felt if the trainees know how to turn the hydrants on and off correctly it sounds like a great idea. Mayor Paulin, Town Manager and Chief Williams will iron out the details. Council agreed.

Pavilion/Town Hall Idea – Mayor Paulin discussed the issues with having to transfer funds into the pavilion fund each budget year, and that the Town does not get maximum use out of the facility. He suggested converting the inside of the Pavilion into the Town Hall and maintain the outdoor stage area the kitchen and restrooms as they are for smaller events. This would be helpful with cost, and it would also assist with space limitations, and the large open space in the Pavilion could still be utilized for all meetings. This would do away with the general fund loss due to the transfer to the Pavilion each year. Mayor Paulin suggested the current Town Hall could be used for a sheriff's department which would help with the public safety aspect in Town. The Town would still be able to hold events but utilize the Village Green Park for those events. Councilman Albright also suggested the Pavilion could be used as a potential Sheriff's Department. Mayor Paulin felt the Town Hall would be adequate size if the Sheriff's Department is interested in using it as a location. Councilman Albright said he is open to the discussion. Vice Mayor Sitoula said the ultimate decision should be left to the Sheriff's Department on what their preference would be. Mayor Paulin will contact Sheriff Berry and the Council will discuss this further at next month's work session.

Juneteenth Celebration – The Council received an email from Town resident Cranston Jordan requesting a Juneteenth Celebration like what is held for the 4<sup>th</sup> of July each year. With the designation of Juneteenth as a Federal holiday it has helped to bring light to that important event and the history behind it. Mayor Paulin and Council thanked Cranston Jordan for his request. Councilman Albright has no issue with a celebration of this size, his only concern is with them being so close together he doesn't want anyone to feel that either event is undermining the other and requested to discuss this topic further at next month's work session. Mayor Paulin spoke about the larger scale event that takes place at Woodland Village Simmons Park each year to celebrate Juneteenth and suggested continuing with this event but finding ways to add onto it and assist, and to advertise the event more. Mr. Jordan stated that he understands this won't happen overnight and that it will take time to get it to the size of the 4<sup>th</sup> of July, but he would like to see that happen in the future. The Council will continue discussion on this item at the next work session.

ARRO Professional Services Agreement: Henderson Property – The Council discussed the professional service agreement received from ARRO to provide consulting services for the RFP for development of the Henderson property. Members of Council requested additional time to review the proposal. The Council will make their final decision at next month's work session.

Resolution Appointing Members of the Ethics Commission – Town Clerk Brady read Resolution 07-01-21. It is a Resolution appointing Paul Scott James and Stephen Gilligan to three-year terms of office to the Ethics Commission. Mayor Paulin made a motion to adopt Resolution 07-01-21. Vice Mayor Sitoula seconds the motion. Motion carried by voice vote, 3-Ayes, 0-Nays.

August Town Meeting Agenda – No changes or additions.

Roundtable:

Mayor – Tonight the Mayor plans to meet with the Southern Maryland Fire Association, and he plans to take the parade registration forms to get them involved in the 101 event. Mayor Paulin asked for a decision on the challenge coin verbiage. Vice Mayor Sitoula discussed the importance of this historic event, and he feels the Town should consider including a message on the coin in reference to the Base and he suggested reaching out to Ashley Johnson for his suggestion. Mayor Paulin will reach out to Mr. Johnson tomorrow and the Council will provide a decision on the final wording before close of business on Friday. The Health Department is continuing their COVID testing and vaccination clinics at the Pavilion each Monday through August. Mayor Paulin expressed the importance of encouraging everyone to get vaccinated. Council also agreed the Town Hall should continue requiring masks. Mayor Paulin discussed the Federal government looking into a vaccination requirement for all employees which should help increase the number of vaccinated residents. Mayor Paulin suggested the Town look into a vaccination policy once the Federal government has finalized theirs. Council discussed the possibility of in person Town meetings. The Pavilion will not be ready for in person meetings by August. The Council will discuss in person meetings again at their next work session.

Vice Mayor – None.

Councilman – None.

Town Manager – Town Manager Hicks reported that there are continued issues with SHA on the Boardwalk project, and it has been pushed up the chain to the Governor's office. The Town has still not received their ARP funds.

Town Clerk – Town Clerk Brady received final approval on the draft invitation for the 101<sup>st</sup> Anniversary Celebration. She plans to send the invites out by the end of this week.

Mayor Paulin adjourned the work session at 4:22pm.

  
Andrea Brady, Town Clerk