

TOWN COUNCIL WORK SESSION MINUTES
Teleconference via GoToMeeting
Wednesday, May 27, 2020
3:30pm

Mayor Paulin, Vice Mayor Sitoula and Councilman Albright met in work session via teleconference on Wednesday, April 22, 2020. Also, in attendance were Town Manager Ryan Hicks and Town Clerk Andrea Brady and Mark Harman, Senior Vice President of ARRO Engineering. The meeting was open to the public via the GoToMeeting site.

Boardwalk Update – Mark Harman provided an update on the Boardwalk project. Permits that have been updated include, Soil Conservation District, three from the Maryland Department of the Environment (MDE), two from the State Highway Administration (SHA) and one from Army Corps. Outstanding issues include submitting an updated schedule from the contractor. The contractor is honoring her original numbers. Some issues setting up the revised construction schedule included working around an endangered species, some tidal issues, and a lot of blackout dates. A significant amount of work that the contractor had planned ended up falling into the blackout dates. The contractor has provided an updated schedule and it was submitted to SHA for approval 2 weeks ago. MDE requires 3rd party inspections for the project. The inspector has to be onsite the entire time the contractor is working. 3rd party contractor is Engineering Specialists and they will do some of the pylon testing as the work is going on. Following approval from MDE & SHA on the 3rd party inspector's outline, it will go before the Town for final approval. Mr. Harman discussed some concerns with the costs associated with the from the 3rd party inspector since the project will take months and they are required to be on site the entire time. Based on initial discussions, the cost could potentially be between \$200,00 to \$300,000 for the 3rd party contractor. Town Manager Hicks will review the grant, but he believes both engineering and inspecting services may be included. Mr. Harman stated that the project is at the point where construction dates will be set, and the Town will be signing a contract for the 3rd party contractor. Boardwalk construction could potentially begin in the fall.

COVID-19 Business Relief – Mayor Paulin received a request from Clarity about utility relief. The Council has previously discussed utility bill relief for local businesses but found that budgetarily the Town could not afford to do this. The Council determined these types of requests could not be decided on a case by case basis in the interest of keeping things fair across the board. The Town Manager explained the budgetary impact a waiver for all businesses would have, and that it would not be financially sustainable. The utility accounts are enterprise accounts and cannot be subsidized by the general fund. Late fees are not being charged this quarter already. The Council determined that at this time they can offer the waiver of the late fees for businesses which is currently in place for both businesses and residents for this quarter and extended time to pay the bill for local businesses without termination of service. The Council also discussed the importance of local businesses applying for the relief programs currently available to them through the County and State. Mayor Paulin inform the owner of Clarity that his late fees will be waived, and he will have an extended period of time to pay his bill until he can catch up on his account.

Virtual Committee Meetings – Mayor Paulin suggested allowing committees to hold virtual meetings to allow the continuation for business as the Town rolls out phase 1. Council agreed with allowing virtual meetings. Town Manager Hicks also agreed with the Council that allowing virtual committee meetings would be a good idea moving forward.

Henderson Property Plans – Town Manager Hicks shared that the Town is officially the owner of the Henderson property and serious discussions need to be had on what to do with both the Henderson property and the old PNC building. Mayor Paulin discussed the plan put together in 2002 and updated in 2005 that had some concepts on what the Henderson property could look like. The plans can be found in the Indian Head New Horizons, Plan for the Future of Downtown and he suggested building off those ideas and create partnerships to develop the property. Once a plan is in place signage will be placed on the Rail Trail to help draw more people to the area and the Town can put out an RFP to see what industries are open to partnering on the project. The Council will provide their ideas on what they would like to see at the property at next month's work session.

June Town Meeting Agenda – No changes or additions.

Roundtable:

Mayor – Governor Hogan will be on the TV at 5pm to make an announcement. Mayor Paulin will take notes and shoot out an email with an update based on that announcement.

Vice Mayor – None

Councilman – None

Town Manager – Town Manager Hicks sent the Council an email on the County's reopening process for their review. Per the Town Manager's request Karen Williams joined the meeting to receive Council input on upcoming events and Pavilion rentals. The Council unanimously agreed to cancel upcoming summer events including the annual 4th of July celebration and to reschedule the Centennial Celebration to 2021.

Town Clerk – Town Clerk Brady informed the Council that all the Town meeting videos have been added to the Town's YouTube channel, and it will be kept up to date as soon as regular meetings resume.

Mayor Paulin adjourned the work session at 4:23pm.


Andrea Brady, Town Clerk