

TOWN COUNCIL WORK SESSION MINUTES
Town Hall
Wednesday, July 22, 2015
2:00pm

Mayor Paulin, Vice Mayor Sitoula, and Councilman Smith met in work session on Wednesday, July 22, 2015 at the Town Hall. Also in attendance were Town Manager Ryan Hicks, Town Clerk Andrea Brady, and Maryland Independent reporter Rebecca Barnabi. Town resident Paul Tyson joined the meeting at 2:25pm.

Economic Development Incentive Program – The Town’s attorney Fred Sussman drafted and ordinance for an economic development incentive program similar to Riverdale Park’s incentive program. Mayor Paulin said the program would not start until July 2016 and the Town would have 3 years to build the funds before award. There are several factors that will go into making the decision on what businesses will be awarded the incentive. Mayor and Council have to decide on the max amount of award before moving forward with the ordinance. Vice Mayor Sitoula suggested basing the max award amount off of tax figures since the first incentive idea was to waive taxes for new business. Town Manager Hicks will get the tax figures from the finance department for Mayor and Council’s review, and the Economic Development Incentive Program will be put on the August work session agenda for further discussion.

Parks & Rec Commission – The Town’s attorney Fred Sussman drafted an ordinance to amend the current charter for a Town Parks and Recreation Commission. Councilman Smith said the goal was to prevent any overlap with Community Activities duties. Mayor and Council reviewed the ordinance and agreed to add it to the August Town Meeting agenda for introduction.

Travel Policy – The Town’s attorney Fred Sussman drafted an ordinance to amend the Town Officials Travel Policy in the Town’s Charter. Mayor and Council reviewed the ordinance and agreed to add it to the August Town Meeting agenda for introduction.

Membership to MS-ISAC – The Multi-State Information Sharing and Analysis Center is part of the nonprofit Center for Internet Security. CIS offers real time network monitoring, incident response and remediation, cyber security awareness resources, training sessions and webinars and several other resources. Councilman Smith proposed the Town fill out the membership form since the program is free and will help make sure the Town is compliant and that the Town gets support at the Federal level. Mayor and Council are in agreement to proceed with the membership and Town Manager Hicks will pick a contact person from the Town Hall.

Review of August Town Meeting Agenda – Town Clerk Brady will add the Parks & Rec ordinance and the Travel Policy ordinance to the August agenda. There were no other changes or additions.

Roundtable:
Mayor – None

Vice Mayor – None

Councilman – Councilman Smith prepared a chart reflecting the pavilion’s number of uses per month versus the average charge for the last year. According to Councilman Smith’s chart the average charge for the year was \$551. Since the Town heats and cools the pavilion regardless of use it would not save the Town any money to not rent the facility. Councilman Smith requested that Mayor and Council think of ways to improve marketing of the facility to help increase usage. Mayor Paulin said the first step would be letting people know the cost of the facility by clearly posting it on the Town’s website. Town Manager Hicks mentioned that it is difficult to schedule multiple events in the facility per weekend due to a lack of manpower for tear down and set up. Mayor and Council will discuss this topic further at the August work session. Councilman Smith requested lists of the residents that requested bins so along with the Green Team he can reach out to those residents not participating in the recycling program in hopes of upping the interest. Councilman Smith suggested that during the next budget cycle the Council should consider going to once a week trash pickup. Councilman Smith feels this would help reduce fuel costs, wear on the vehicles, and would free up public works staff a day or two for other projects. Town Manager Hicks and Council discussed possibly providing trash totes if the pickup was changed to once a week. Councilman Smith also suggested possibly reducing yard waste pickup to twice a month as opposed to once a week. Councilman Smith said there is a perception that the Indian Head Business Association is a Town run entity due to the fact the Town markets the IHBA meetings on the website and marquee. Vice Mayor Sitoula suggested that since the current goal is economic growth the Town should continue advertising the meetings to help attract potential businesses into Town.

Town Manager – Town Manager Hicks has had several residents from Strauss Avenue requesting speed humps. The normal procedure is by petition requiring a certain percentage of residents in the area to sign. Council may be hearing more about this in the future. There are two new hires in Public Works and the crew is now up to 9. The Town is working to set up a Crime Watch meeting in October. Town Manager Hicks suggested that he and Council should have a meeting with the Black Box to discuss what they are expecting from the Town. Mayor Paulin is not available on August 5th or 3rd. Councilman Smith will be unavailable from August 17th through the 21st and Vice Mayor Sitoula is available during the week after 10am. Town Manager Hicks will contact Evie Hungerford for possible meeting dates. The Town recently had a security assessment and received a long list of suggested changes. Some of the changes have already been implemented and others such as security glass at the front counter, adding more cameras and adding more outdoor lighting may become pricey. Mayor and Council agreed that the items on the list that affect the Town Hall staff during the day should be prioritized. Town Manager Hicks reported that bids for the Boardwalk Project have come in and they were around 26% higher than expected and he is currently waiting to receive the engineer’s response before presenting the final numbers to Mayor and Council.

Mayor and Council asked Paul Tyson if he had any questions or concerns he would like to share. Mr. Tyson asked how the Town will pay for the Boardwalk project and if they feel it will increase complaints. Town Manager Hicks explained that without the engineer’s response he does not have an answer to that question but the Town has around 2 million for the project which includes grant money. The Town does anticipate a rise in complaints due to a higher amount of foot traffic through the River Watch neighborhood which could potentially result in littering

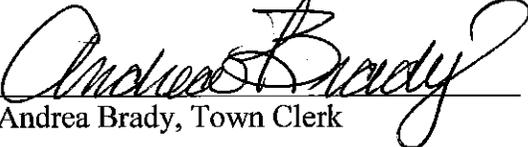
issues or increased crime. Mr. Tyson asked for more information on the speed humps. Town Manager Hicks explained that there are two speedway areas on Strauss Avenue that are the main concern. Mr. Tyson lives near one of the two speed areas and was concerned that police officers often speed in those areas in addition to residents. Mr. Tyson suggested the Town should consider hard grooves in the pavement as a secondary option which could potentially be less expensive than a speed hump. Mr. Tyson asked if the Black Box was privately owned or a joint venture. Town Manager Hicks explained that the building is owned by the Town so it would have to be considered a joint venture. The Black Box is trying to provide services through the Town through performances and classes for children but he feels that he and Council will need to hear the new vision for the Black Box. Mr. Tyson asked to attend the Black Box meeting when it is held in the future.

Town Clerk – None

Mayor and Council asked Mr. Tyson if he had any questions. Mr. Tyson

Mayor Paulin adjourned the work session at 2:43pm.

Mayor Paulin made a motion to move into closed session. Vice Mayor Stioula seconds the motion. Council moved into closed session at 3:25pm.


Andrea Brady, Town Clerk