

MINUTES

COSM

COSCommissioners

COSM Special Work Session

Tuesday, August 14, 2018, 2:00 pm - 4:00 pm

Edgar M Bosley Jr. Municipal Admin Building

300 Mill Street; PO Box 206

St. Michaels, MD 21663

- I.

Call to Order

- President Boos called to order the combined special working session of the Commissioners of St. Michaels in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland at 4:00 p.m. Present were Commissioners Bill Boos, Joyce Harrod, Michael Gorman, and Michael Bibb, Dennis Glackin, chairman of the St. Michaels Planning Commission, Jeff Richardson, Director of Public Works, Town Manager Jean Weisman, and Legislative Clerk Suzanna Warnick, and representatives of the Manns Woodward Studio of Baltimore, Maryland.
- II.

Pledge of Allegiance

- The Pledge of Allegiance was recited.
- III.

Items for Discussion

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Discuss Architectural and Engineering Services for New Town Hall

- Robert Manns, Jr. and team from Manns Woodward Studios Inc.
- Rob Manns, Jim Magnuson, principals of Manns Woodward Studios Inc., introduced themse and other members of his team, including John Gonzales, landmark science, civil, environmental, and landscaping engineer.

President Boos noted that the Commissioners had voted on August 8th to select Fremont Street as the location for the new Town Office. Those present were in general agreement that the change of location did not appreciably affect Manns Woodward's initial proposal other than adjustment to the scope of work and the initial timeline. The group agreed that a standard survey and some research into easements was appropriate.

Mr. Manns said that the design process would take approximately 16 weeks and would be the timeframe for consolidating requirements and communicating vision and space requirements. There was then a lengthy general discussion of wants and needs for the new building, such as a larger meeting room, lighting, recording and other technology, community needs and conveniences, security and administrative logistics, parking, utilities, energy systems, etc. The Commissioners suggested that the group interview staff members to get a sense of day-to-day town office operations. The group also discussed financing and possible funding sources.

The session was briefly recessed at 4:30 pm. and then reconvened for a site visit at the Fremont Street property.

- IV.

Comments from the Public

- There were no public comments.
- V.

Comments from the Commissioners

- VI.

Adjournment

- Adjournment followed the site visit.