

# MINUTES

## COSM

### Commissioners

#### COSM Legislative Remote Session

Wednesday, February 24, 2021, 6:00 pm - 8:00 pm

#### Virtual Remote Meeting

- I.

Call to Order - Pledge of Allegiance

- President Harrod called to order the remote legislative meeting of the Commissioners of St. Michaels at 6:00 p.m. Also present were Commissioners Michael Bibb, David Breimhurst, Jaime Windon, and T. C. duPont, Town Manager Jean Weisman, Police Chief Anthony Smith, Public Works Director Jeff Richardson, Legislative Clerk Suzanna Warnick, and fourteen members of the public. The Pledge of Allegiance was recited.

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II. Agenda Amendments

- There were no agenda amendments.

III. Announcements from COSM and Staff

- President Harrod reminded everyone to try to keep comments to the point so that all agenda items could be addressed within the two-hour timeframe of the meeting and that members of the public should identify themselves for the recording of the proceedings.

Commissioner Bibb then provided an update on the legislative session in Annapolis, highlighting pending bills that could be of interest to the Town.

Commissioner duPont responded to Commissioner Windon's request for information on the status of a new Town Office, noting that the planning that took place before the election regarding a town office on Fremont Street was now null and void, a new town office would need to be discussed again sooner rather than later, and it was possibly a topic to be addressed by the hiring of a Town Planner. Mrs. Weisman provided an Covid-19 update from the County, noting that Covid numbers are down and the County is doing well with vaccinations in the Bay Hundred area. Mrs. Weisman said that the Town of Laurel, Maryland had adopted our language and signage for Covid-19 and even gave St. Michaels credit on their local television. Mrs. Weisman continued that the County would be conducting its sewer line smoke testing that had been postponed due to

weather, and the County's line work in Muskrat Park was complete and they would now be restoring the park landscape to its pre-work condition.

Frank Hopkinson of Chestnut Street offered to answer any questions the Commissioners might have concerning the drainage problem of the Methodist Church when that issue came up later in tonight's agenda.

#### IV. Comments from the Public

- There were no comments from the public.
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#### V. Consent Agenda for Event Permits Classic Car Parade

- -- Application for Classic Car Parade from Classic Motor Museum of St. Michaels on July 3, 2021, parade down Talbot Street from IPC to Seymour with Talbot Street closure from 10:00 - 11:00; subject to road closure approval from State Highway and Town of St. Michaels PD; approx 50 vehicles.
- President Harrod said the Consent Agenda had one item - an event permit from the Classic Car Museum for a vehicle parade on July 3, 2021. Chief Smith said he had some concerns that other events held on that holiday weekend, including a children's parade and possibly a fireworks display, would challenge police support and require overtime for officers and crossing guards.

Frank Hopkinson of E. Chestnut Street said that the Fire Department had formed a committee and will be doing the fireworks display, but that a specific day during that weekend had yet to be set.

The Commissioners discussed the events of the weekend within the context of Covid-19 restrictions and personnel requirements. Commissioner Bibb then made a motion to approve the Classic Car Parade, subject to the Governor's orders regarding Covid-19 restrictions at the time. Commissioner Windon seconded it and the motion passed on a roll call vote of 4-0. Commissioner duPont recused himself from the vote.

#### VI. FY21 Budget Review

- Commissioner duPont
- Commissioner duPont opened the discussion of the current budget, noting that the review of this year's budget sessions, scheduled for Fridays throughout the month of March 2021, would include the issues of Covid and its economic impacts, sea level rise, and changes in how departments would meet budget targets.

Commissioner Bibb informed Roy Myers, Chairman of the Waterways Committee, of federal grant money available for which the sea level rise committee could apply. Commissioner Bibb then opened a brief discussion of the completion of the storage shed for the Boy Scout Cabin, specifically the purchase of materials through Lowe's using the Town's credit card. After some discussion of economies to be realized from purchasing materials all at once, the Commissioners consented to the use of the credit card for those purchases, which Commissioner Bibb said would be totally reimbursed by the Boy Scouts. Commissioner Bibb agreed that appropriate receipts would be provided to Finance Clerk.

#### VII. Marketing Review

- Kimberly Weller, Marketing Director
- Communications Manager Kim Weller said there were no changes to her marketing activities or plans.

#### VIII. Ordinance Eligible for Vote Ordinance No. 520

- AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF ST. MICHAELS; CHAPTER 101 BOATS AND BOATING, TO AMEND §101-5 VIOLATIONS AND PENALTIES, TO ADD ARTICLE II USE OF TOWN BOAT SLIPS, TO ADD §101-6 DEFINITIONS, §101-7 BOAT SLIP WAITLIST, §101-8 BOAT SLIP REQUIREMENTS AND USE, §101-9 BOAT SLIP ENFORCEMENT.
- President Harrod announced that Ordinance No. 520 was eligible for a vote. Following a discussion of the Town's liability, Mrs. Weisman said she wanted to consult the Town' attorney to be sure that the Town's liability clause is correct and included in the boat slip lease agreement, and she said she could have the corrected draft Ordinance ready for a Commission vote by the next meeting. The Commissioners discussed what to do about an unauthorized boat in a slip and the availability of an extra slip in the harbor to temporarily put a boat. Mrs. Weisman said she would inquire whether the Department of Natural Resources (DNR) would allow use of their slip(s) in an emergency.

President Harrod called for public comments. There were no additional comments. President Harrod said that, as there were possible changes to the draft ordinance, it would be voted on at the next meeting in March.

#### IX. Items for Discussion

Memorandum of Understanding between Maryland Department of Transportation and Town of St. Michaels

- MD33 ADA sidewalk upgrades
- President Harrod opened the discussion of the Memorandum of Understanding (MOU) that the Town planned to sign with the Maryland Department of

Transportation (DOT) for sidewalk improvements along MD Route 33. Mrs. Weisman said the Town's attorney has reviewed the draft. Commissioner Breimhurst was concerned that there was no cap on the Town's cost. Mrs. Weisman said the Town will know when the bids come in what the additional costs will be and could then decide whether to go ahead or modify the project. The Commissioners discussed materials, including granite curbs. Jeff Richardson said the Town had a supply of granite curbing which could be used to defray some materials cost.

Mrs. Weisman said the DOT was looking for approval of the MOU tonight. Mrs. Weisman said she would discuss granite curbing with DOT, and the Commissioners could make changes to the MOU when their final numbers come in. President Harrod called for a motion. Commissioner Windon made the motion, which was seconded by Commissioner Harrod, and which then passed on a roll call vote of 5-0 in favor.

#### Union United Methodist Church drainage problem

- Frank Hopkinson of West Chestnut Street spoke on behalf of the mold and moisture problem of the Union United Methodist Church property. Mr. Hopkinson asked if the Town would partner with the Church to solve the drainage problem, as the Town's property is adjacent to the church property. Mr. Hopkinson and Mr. Richardson discussed the possibility of a better swale and better drainage out to Fremont Street. Mr. Richardson said the swale would straddle both the Town and Church properties. Mr. Richardson and Mr. Hopkinson said they would get estimates based on C900 and a minimum 8 in. pipe. Mrs. Weisman said the matter would be put on the agenda for the March 10th meeting. The Commissioners thanked Mr. Hopkinson for his participation and comments.

#### •Marea Trail Extension

- Commissioner Windon said the Commissioners, Jeff Richardson and police officers walked the Marea trail section and discussed some practical and inexpensive things that could be done to improve the trail section and make it reasonably easy to maintain. Commissioner Windon said there seemed to be consensus that the Town could take responsibility for that section of the trail for a manageable cost. Commissioner duPont said any agreement should include adding the trail section to the town's liability insurance and an exit plan. Mr. Richardson said mulch for the trail would be approximately \$3,000 per year. After some additional discussion, the Commissioners agreed to take on maintenance of the Marea trail section. Mrs. Weisman said money could be allocated from the Parks and Recreation budget in the upcoming FY 21-22 budget sessions.

Mrs. Weisman raised the issue of Honeymoon Bridge. Mr. Richardson said he had met with Mark Hill of Bailey Marine, who surveyed the bridge and determined it was structurally sound. He added that Mr. Hill recommended that the decking should not be re-used because it would be incredibly labor intensive to remove it without any damage. Mr. Richardson said the estimate for the new decking material was about \$5,500 with another \$1,000 for fasteners. Mr. Richardson said his crew could probably do the job in about a week, but if Mr. Hill's crew did it, it would be another \$10,000 in labor costs. Commissioner Windon said she supported the Town crew doing the work because of the more than 50 percent savings in labor costs. Commissioner Bibb offered to help with the work as the Public Works crew was presently short-handed. The Commissioners also agreed the work should be done soon so that the bridge was useable for the coming visitor season. Mr. Richardson said it would take three weeks to get the materials but that his crew could do it in March and April before grass season begins.

The Commissioners gave their consent for Mr. Richardson to go ahead.

#### X. Commissioners Calendar

- Mrs. Weisman and the Commissioners discussed agenda items for their regular meetings on March 10th and March 24th.

#### XI. Comments from the Commissioners

#### XII. Announcement of Future Meetings

- FY22 Budget Work Sessions: Sessions will be held on the Fridays in March, 5 - 12 - 19 - 26, remotely, beginning at 3:00 pm.

March 10, 2021 - 6:00 - COSM Regular Working Session

March 24, 2021 - 6:00 - COSM Regular Legislative Session

- President Harrod announced the meetings on the budget, which were scheduled for Fridays in March, along with the two regular Commissioners' meetings on March 10th and March 24th.

#### XIII. Adjournment

- The meeting was adjourned at 8:30 p.m.