

March 23, 2017

Present

Commissioners Roy Myers, Michael Bibb, William Boos, Joyce Harrod, and Jaime Windon, Town Manager Jean Weisman, Finance Clerk Katherine Eglseider, Public Works Director Jeff Richardson, Police Chief Anthony Smith, Administrative Clerk Suzanna Warnick, and no members of the public.

Call to Order

President Myers called to order the special public working session on the FY 18 budget at 10:00 a.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland, and the Pledge of Allegiance was recited.

Special Working Session on the Budget – Fiscal Year 2018

President Myers called upon Town Manager Jean Weisman, who provided an update on the draft budget, which she said included the changes the Commissioners' had requested at the last budget session.

- **Public Works**

President Myers called upon Public Works Director Jeff Richardson, who continued his review of potential budget commitments for public works and the water department. Mrs. Weisman said there was slightly lower revenue for the water department, but that the most recent quarter had made up the shortfall. Mrs. Weisman said that an increased expense for the Water Department are the chemicals required to meet arsenic reduction levels, and which Mrs. Weisman said may necessitate raising the water rates next year. After a discussion of some length, some water funds were shifted to cover shortages and a new debt service was added to cover arsenic loan expenses. On a question from Commissioner Bose, Mr. Richardson said that he was working to have two additional members of the work crew apply for certification to operate the water system. There was then general agreement that the public works and water departments were adjusted properly for the 2018 budget. As a final note, Mr. Richardson said that the water tower would be off-line for maintenance on April 4th.

- **Police Department**

President Myers then called upon Police Chief Anthony Smith, who outlined the law enforcement planning committee's plan to create a "central booking" location in Easton. Chief Anthony said that a "central booking" facility would extend the administrative support for police officers and put police officers back on the road more quickly after turning a prisoner over to central booking. Chief Anthony said Sheriff Gamble and the other members of the committee support it, and since the town provided funding for the 911 center which recently opened, St. Michaels should not have to provide more money for the Central Booking center.

Chief Anthony also provided background information on the Sheriff's Office "officer in school" program, which has had very positive effects. The Sheriff's Office supplies the officers for the program. The Chief and the Commissioners agreed that a letter from the Commissioners supporting the program would be appropriate, and Commissioner Myers said he would draft the letter.

Chief Smith explained that he was withdrawing his request for body cameras for this year, so that the County could work out the logistics and policy issues first. The Chief then outlined the police department's budget requests for FY 2018, including a police vehicle, travel and training funding, funding for the police manual, which was last updated in 2006, and a computer for the chief's car. It was agreed

to not budget at this time for additional uniform/clothing allowances, an LPR system and/or a speed reader system.

Closed Session

The Commissioners then agreed to move into Closed Session to discussion personnel matters, pursuant Maryland Code, Section 10-508 (b). Commissioner Myers made the motion, which was seconded by Commissioner Harrod, and which passed on a voice vote of 5-0 in favor.

President Myers reconvened the public meeting at 2:00 p.m.

- Parks & Recreation

Mrs. Weisman said the Parks and Recreation Committee was asking for \$5,000 additional for Kathy Hower and an additional \$2,000 for beautification and other activities. Mrs. Weisman said the current budget was \$12,000.00 for Ms. Hower, and \$4,000.00 for projects. After some deliberation, the Commissioners approved no increase for the budget.

- Arts/Community Support

Commissioner Boos suggested that there be a set amount of money for the community support fund, from which all grant requests – whether six or twenty – would be allocated to best benefit the community. After some discussion, the Commissioners agreed on the following allocations for community organizations that had made requests for support:

	FY 17	FY18
Library	7,500	5,000
Comm. Ctr.	3,000	3,000
Pool	4,000	4,000
SMYLE	1,000	1,000
Arts Council	1,000	1,000
SMASH	5,000	2,400
Museum	3,000	3,000

- Planning Commission Requests

Regarding the Planning Commission’s request for \$50,000 for a professional and complete overhaul of the Zoning Code, the general consensus of the Commissioners was to wait until next year, and to obtain a better definition of what needs upgrading and whether an “update as needed” approach would be less expensive and just as useful.

- Historic District Commission (HDC)

The Commissioners discussed the request of the HDC for \$10,000 to re-survey the Historic District in the Town. The Commissioners were in agreement to not fund this project in this year’s budget.

Other Comments

Commissioner Boos said he wanted to discuss the marketing budget again, noting that he was questioning the \$125,000 proposed budget, and asked if \$100,000 would be just as effective. Mrs. Weisman said that marketing effectiveness is difficult to measure, and the only measure the Town does have is the room tax. Mrs. Weisman said that if the room tax goes down this year, then maybe next year the marketing budget can be reduced, because it could mean that the Town has reached a saturation point.

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Mrs. Weisman reiterated what the Commissioners said they agreed upon for a tax rate – 6.79 cent increase for a total of \$.53. The Commissioners confirmed the rate. Mrs. Weisman also noted that the final work session on the budget would be March 28th at 1:00 p.m.

Adjournment

The public meeting was adjourned at 3:15 p.m. The Commissioners took a five-minute break and then went into closed session to discuss real estate.

Respectfully submitted,

Suzanna Warnick
Administrative Clerk

Public Handouts:
Agenda
Draft Budget 3/22/17