

MINUTES

COSM

Commissioners

COSM Work and Legislative Session

Wednesday, July 11, 2018, 6:00 pm - 8:00 pm

Edgar M Bosley Jr. Municipal Admin Building

300 Mill Street; PO Box 206

St. Michaels, MD 21663

- I.

Call to Order - Pledge of Allegiance

President Boos called to order the combined working and legislative 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 6:00 p.m., and the Pledge of Allegiance was recited. Present were Commissioners Bill Boos, Joyce Harrod, Jaime Windon, Michael Bibb, and Michael Gorman, Town Manager Jean Weisman, Legislative Clerk Suzanna Warnick, and 14 members of the public.

- II.

Agenda Amendments

There were no amendments.

- III.

Announcements from COSM and Staff

COSM will vote to adjourn at the close of open session into Closed Session pursuant to Maryland Code, under the Open Meetings Act, General Provisions Article Section 3-305 to discuss the following: (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; and (3) To consider the acquisition of real property for a public purpose and matters directly related thereto.

Commissioner Harrod noted her participation in the reading of a speech by Frederick Douglas at a program hosted by the St. Michaels Library. President Boos announced that the Commissioners would hold a closed session following the open meeting, pursuant to Maryland Code, under the Open Meetings Act, General Provisions Article Section 3-305 as noted above.

Town Manager Jean Weisman invited everyone to join Commissioner Bibb on July 21st at 8:30 a.m. at the Town Office for the second conversation about the Town. Commissioner Bibb also said he thought the Town needed an official Town flag and suggested a contest to design one. Mrs. Weisman invited residents to have coffee and conversation with Chief Smith on Friday July 13th at 8:00 a.m. at the library, and added that both "conversations" will be monthly going forward.

- IV.

Comments from the Public

Kate Koepen of Conner Street had questions and comments concerning the change in regulation for real estate signage. She agreed to her issues being clarified during the upcoming public hearing on the legislative change.

- V.

Public Hearing and Possible Vote

Ordinance No. 494 - Open House Signs

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF ST. MICHAELS; CHAPTER (340), ARTICLE V (SUPPLEMENTAL ZONE REGULATIONS), SUB-CHAPTER 340-40 SIGNS I. EXEMPTIONS - BY ADDING PARAGRAPH (12) RELATING TO TEMPORARY REAL ESTATE OPEN HOUSE SIGN PROVISION

President Boos opened the public hearing on Ordinance No. 494, Open House signs, and Mrs. Warnick read the title into the record as noted above. Mrs. Warnick also read exhibits as follows:

Ex. No. 1 Copy of Ordinance No. 494 for the public hearing

dated July 11, 2018

Ex. No. 2 Copy of Notice of Public hearing to be held on July 11, 2018

which was posted on the bulletin board of the Town Office,

Post Office and on the Town website, and published in the

Star Democrat and the Chesapeake Internet on June 19th

and July 9, 2018.

Ex. No. 3 Affidavit of publication of the Notice of Public Hearing in the
Star Democrat

President Boos then called for public comment and recapped Ms. Koepen's earlier comments, which included the request that the real estate company be allowed two directional signs, in addition to the one on the property. Mrs. Weisman clarified the change for Ms. Koepen. There were no further public comments. President Boos closed the public hearing, made a motion to adopt Ordinance 494 as written, and asked for a second. Commissioner Bibb seconded it. President Boos called for any other discussion or amendments. As there were none, President Boos called for a vote, and the motion passed on a roll call vote of 5-0 in favor.

- VI.

Special Presentation

St. Michaels in Bloom Committee Presentation

Members of the Committee will be presenting improvements considered to Welcome Sign and Civic and Church Organization Sign as you enter Town.

President Boos introduced Mary Lou McAllister of the St. Michaels In Bloom committee, who said that her organization would like to make the St. Michaels Welcome sign more beautiful with the addition of non-flowering shrubs, and possibly seasonal flowers. Ms. McAllister said the committee would be responsible for buying, planting and maintaining the shrubs. Mrs. Weisman said she had contacted the St. Michaels Housing Authority, which owns the property on which the sign resides, and that they were very much in favor of the improvements.

There was then a discussion of improvement of the sign and possibly including the businesses on the civic sign underneath the Welcome sign. Mrs. Weisman said the civic sign, which was sponsored by the Rotary, is on the Pascal property.

Commissioner Windon said she was in favor of beautification for the welcome sign, and perhaps some combination of the separate signs was possible. Mrs. Weisman said that staff was researching the various ownerships and pursuing solutions. Ms. McAllister said no planting around the welcome sign would take place until the fall. President Boos said he was in favor of the plantings and improvements to the Welcome sign.

President Boos then called for a motion to allow the St. Michaels in Bloom Committee to select plantings, plant and maintain the plantings around the Welcome Sign, with the project to begin in the fall. 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.

- VII.

Consent Agenda for Minutes, Department Reports and Event Permits

Minutes

June 20 2018 - COSM Work and Legislative Session

Department Reports for June 2018

Police Dept

Disbursements for June

Profit and Loss Statements

Planning and Zoning

Public Works

Administration

Marketing and Communications

Event Permits

-- Application for Public Event from St. Michaels Community Center for Kids Plein Air Day (Child Art Program) July 17, 2018, for approx. 100 attendees, held at Muskrat Park;

-- Application for Public Event from TriCycle and Run for a Free 5K Run along the Nature Trail on July 14, August 18, September 9 and October 20, 2018, for approx. 50-100 attendees;

--Application for Public Event from Eastern Shore Endurance Events LLC, for St. Michaels Running Festival on May 18, 2019, from 7 am to 12:00 pm, and an Expo on the 17th from 3:30 pm to 9:00 pm, for approx. not to exceed 2,500

participants, to 3,500-4,000 to include family and friends; using the Nature Trail and Parking Lot on Fremont Street; including an application to use outdoor speakers according to the noise ordinance; including exception request to allow consumption of alcoholic beverages on Town property; State Highway road closure permit and all standard permit application requests and requirements.

Commissioner Boos announced that a vote to approve the consent agenda would include approval of minutes for June 20, 2018, departmental reports for the month of June 2018, and event permits for the events noted above. Town Manager Jean Weisman said she had two amendments to the consent agenda, in the form of two tax bills requiring abatement from the Commissioners. Mrs. Weisman said 800 S. Talbot Street needed abatement of taxes in the amount \$1,902.12 and 2 parcels at 124 Fremont Street needed abatement of taxes in the amounts of \$383.87 and \$275.10. President Boos asked if there were any comments on the tax abatements or any of the other items on the consent agenda. As there were no additional comments or questions, President Boos made a motion to approve the consent agenda as amended. Commissioner Bibb seconded it, and the consent agenda was approved on a roll call vote of 5-0 in favor.

- VIII.

Items for Discussion

New Town Office Building Location

President Boos said that the town office committees had met and made recommendations on the location of the new town office and that the Commissioners had a copy of their recommendations and a staff memorandum.

Commissioner Bibb asked if the decision had come down to Fremont Street and the Town's Mill Street parking lot. Commissioner Bibb said he thought the town's parking lot was the best option in terms of parking, building size and other factors. Commissioner Harrod said she preferred the Mill Street lot as well. Commissioner Windon said she was surprised that the Boundary Lane property was now off the table, and she still preferred a location closer to the main part of town, such as Fremont Street. Commissioner Gorman said he liked the idea of Fremont Street for the same reason, but could also see positives for the Mill Street location were he to be convinced of its fiscal viability.

President Boos said many hours were spent looking at all of the potential sites comprehensively, and noted that he preferred the Fremont location as it was closer to public activity. President Boos added and that a view of the water or a gateway location were not essential requirements for a town office. Commissioner Boos said in addition, the exchange of the Mill Street

property for the museum's Talbot Street property, allowing the Town to expand its public parking on Talbot Street makes more sense in the long term. President Boos then made a motion that the Fremont Street property be chosen as the location for the new Town Office. There was no second.

Commissioner Windon said she needed financial comparisons for the Fremont and Mill Street locations. Commissioner Boos did say a more in depth look at the costs associated with the Mill Street lot was appropriate. Commissioner Bibb wanted a cost estimate for moving the sewer piping under the Mill Street lot. After some additional discussion, Commissioner Bibb made a motion that money be allocated to have the sewer piping issue looked into further, starting with the County. Commissioner Harrod seconded the motion. the motion then passed on a roll call vote of 3-1 in favor, with Commissioner Gorman abstaining, and Commissioner Boos voting nay.

COSM Meeting Rules

The Commissioners and Mrs. Weisman briefly discussed the issue of the meeting rules. Mrs. Weisman said that staff would develop language and forward it to the Commissioners in Resolution form.

- IX.

Bids and Contracts

Town Office Architect

President Boos said that, regardless of what site was chosen, the architectural committee had interviewed a number of architectural firms regarding a plan and design for a new town office building. President Boos said that committee member and Planning Commission Chairman Dennis Glackin, who retired from the planning field, had been impressed with the thoroughness of the proposal submitted by the Manns Woodward firm of Baltimore, and it was the recommendation of the committee to award them the contract.

President Boos then made a motion to accept the recommendation of the committee, and award the contract to Manns Woodward Studios of Baltimore. President Boos also noted that once hired, the architectural firm could evaluate any site they were asked to evaluate. Commissioner Bibb seconded the motion, which then passed on a roll call vote of 5-0 in favor.

- X.

Commissioners Calendar

Mrs. Weisman and the Commissioners discussed calendar items and issues for placement on meeting agendas in August and September 2018. Commissioner Harrod said she would like to at least have a discussion about streamlining the permit application process for events. Commissioner Boos agreed and the discussion was calendared for the meeting in September. Commissioner Windon said that the water billing system may need to be a topic of discussion with a view toward modernizing or upgrading it. The Commissioner calendared the water system discussion for the meeting in September. President Boos said the new street sweeper had been delivered and it had substantial power to thoroughly clean the town streets and keep town catch basins free of debris.

- XI.

Comments from the Commissioners

The Commissioners agreed the town needs its own flag. Commissioner Windon said she would look into a flag committee. Mike Estrella on E. Chew Street suggested the town have a conversation with Pete Leshar regarding actual history vs. the "town that fooled the British" legend. Donna Hunt of E. Chew urged the Commissioners to find a way to control or limit the size of events and the number of people who attend because, while she was in favor of the Town benefiting financially from tourism and visitors, town residents are being "held hostage" by noise, rowdy and intoxicated people, and restricted movement in and around town during event weekends.

- XII.

Announcement of Future Meetings

August 8 2018 - 6:00 - COSM Regular Work and Legislative Session

- XIII.

Adjournment of Open Session

At close of Open Session, COSM will convene into Closed Session

- XIV.

Call to Order for Closed Executive Session

Pursuant to Maryland Code, under the Open Meetings Act, General Provisions Article Section 3-305 to discuss the following: (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter

that affects one or more specific individuals; and (3) To consider the acquisition of real property for a public purpose and matters directly related thereto.

As there were no additional comments, President Boos adjourned the public meeting and called for a motion to move into Closed Session, pursuant to the Open Session Act as noted above. Commissioner Bibb made the motion, which was seconded by Commissioner Windon, and which passed on a roll call vote of 5-0 in favor.

- XV.

Adjournment

The public meeting was adjourned at 7:20 p.m.