

**COSM**  
**Commissioners**  
**COSM Closed Session and Work and Legislative Session**  
**Wednesday, September 12, 2018, 5:00 pm - 8:00 pm**  
**Edgar M Bosley Jr. Municipal Admin Building**  
**300 Mill Street; PO Box 206**  
**St. Michaels, MD 21663**

- I.

**5:00 - Call to Order for Closed Executive Session**

- The Commissioners will vote to hold a closed session at 5:00 pm prior to the open session.

Please take a recorded vote to close the open meeting and go into closed session.

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Motion to vote to go into closed session pursuant to MD Code, Open Meeting Act, General Provisions Article, Section 3-305 (b)10 - to discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans; and 2 -- to conduct or discuss an investigative proceedings on actual or possible criminal conduct.

- Commissioner Michael Bibb made the motion, which was seconded by Commissioner Joyce Harrod, and which then passed on a roll call vote of 5-0 in favor.
- II.

**6:00 - Call to Order for Working and Legislative Session - Pledge of Allegiance**

- Commissioners will convene into Open Session
- 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, Police Chief Anthony Smith and three police officers, and eight members of the public.
- III.

### **Agenda Amendments**

- There were no amendments to the agenda.
- IV.

### **Announcement of Prior Closed Session**

- The Commissioners met in closed session today at 5:00 pm pursuant to Maryland Code, under the Open Meetings Act, General Provisions Article Section 3-305 (b) to discuss public security and safety.
- V.

### **Comments from the Public**

- Mike Estrella of E. Chew Avenue asked for an update on the speed cameras. Mrs. Weisman said all required documents were in order and the Town was simply waiting on approvals from the State Highway Administration. Kristin Greenaway, president of the Maritime Museum said the museum was prepared for the possible hurricane. President Boos wished everyone well, but noted that the last he had heard, the storm was turning to the south and would not be as great a threat to Delmarva as initially thought.
- VI.

### **Consent Agenda for Minutes, Department reports and Event Permits**

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Minutes of August 2018

- August 8 2018 - Regular COSM Work & Legislative Session

August 14 2018 - COSM Work Special Session

August 30 2018 - COSM Work Special Session

- •

Department Reports for August 2018

- Police Dept

Disbursements for August

Profit and Loss Statements

Planning and Zoning

Public Works

Administration

Marketing and Communications

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Event Permits

- -- Permit Application for Public Event from Bobbi Parlett / Simpatico, for Annual Wine & Food Event for Columbus Day, on the grassy area of 104-106 Railroad, wine vendors and food tables, for approx. 200-300 attendees, on October 13, 2018 from Noon to 5pm.  
  
-- Permit Application for Public Event from Iron Will Woodworks, for Furniture Market, held on the property of The Mill, for approx. 200 attendees, on October 20-21st, from 8am - 6pm.  
  
-- Permit Application for Public Event from William Rosser, for National Multiple Sclerosis Society, for a Chesapeake Challenge Walk to increase awareness and fundraising for Multiple Sclerosis, 10 mile walking route throughout Town, approx. 250 participants, on October 28, 2018 from 7am - 4pm.  
  
-- Permit Application for Public Event from St. Luke's UMC. for an Apple Festival on the grounds of the church, for approx. 100 attendees, on Oct 8, 2018 from 9am - 4pm.

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Halloween Trick or Treating

- Oct 31st is a Wednesday  
  
Trick or Treating is commonly held on the 31st of Oct, from 6-9pm for children 12 yrs old and under.
- President Boos said that approval of the Consent Agenda would include minutes and departmental reports for the month of August 2018, and approval of event permit applications as noted above.

Mrs. Weisman said that the Commissioners also must vote on the official night for Trick-or-Treating for Halloween. President Boos said that St. Michaels has traditionally set Trick-or-Treating on Halloween night, which would be Wednesday, October 31st from 6-8 p.m. for children 12 years old and under. There were no comments or changes to the Consent Agenda. President

Boos called for a motion to approve the Consent Agenda as presented. Commissioner Bibb made the motion. Commissioner Harrod seconded it, and the motion passed on a roll call vote of 5-0 in favor.

- VII.

### **Ordinances Eligible for Vote**

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Ordinance No. 496 - Boatlifts

- ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS AMENDING THE CODE OF THE TOWN OF ST. MICHAELS, CHAPTER 333 (WATERWAYS MANAGEMENT) AMENDING §333-10(D) BY AMENDING EXISTING LANGUAGE AND INSERTING NEW LANGUAGE REGARDING BOATLIFTS IN THE TOWN WATERS OF HIDDEN HARBOR.

Public Hearing held Aug 8, 2018, Introduced by Commissioners Bibb and Windon

- President Boos said that Ordinance No. 496 - Boatlifts - was eligible for a vote, noting that the ordinance was discussed at a public hearing on August 8, 2019 and was introduced by Commissioners Bibb and Windon. Mrs. Warnick read the title of Ordinance No. 496 into the record as noted above. As there were no additional comments or changes, President Boos called for a motion to adopt the ordinance. Commissioner Bibb made the motion, which was seconded by Commissioner Gorman, and the motion then passed on a roll call vote of 5-0.
- VIII.

### **Boards and Commission Appointments**

- St. Michaels Waterways Management Advisory Board
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Mark Welsh

- Waterways Advisory Board

Fill the position vacated by Billy Adams with term expiring December 2020

- President Boos said there was one open seat on the Waterways Advisory Board and one candidate, who had applied earlier when no seats were available, has reapplied for a seat on this board. President Boos said he was recusing himself from this appointment because the applicant was an employee of his company. Vice Chairman Michael Bibb called upon Mrs. Weisman, who said

Mark Welsh was a qualified boat captain for the Inn at Perry Cabin and had applied to serve out the term of Billy Adams, who felt compelled to resign due to time conflicts. Mrs. Weisman said Mr. Welsh's term would expire December 31, 2020. Commissioner Bibb made a motion to accept the nomination. Commissioner Windon seconded it, and the motion passed on a roll call vote of 4-0 in favor.

- IX.

### **Ordinances for Discussion and possible Introduction**

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Ordinance No. 497 - Firearms and Explosives

- AN ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS AMENDING THE CODE OF THE TOWN OF ST. MICHAELS, CHAPTER 166 - FIREARMS AND EXPLOSIVES; BY ADDING SUBCHAPTER 166.1.1 EXCEPTIONS ALLOWING FOR BLANK AMMUNITION FIRING OF HISTORIC WEAPONS THAT ARE A PART OF A PLANNED EDUCATIONAL DEMONSTRATION OR INTERPRETATION OF AN HISTORIC OR HERITAGE CELEBRATION, AND TO INCREASE THE AMOUNT OF THE FINE FOR A VIOLATION
- President Boos said Ordinance No. 497 - Firearms and Explosives - was eligible for discussion and possible introduction, and called upon Mrs. Warnick, who read the title of the ordinance into the record as noted above. Town Manager Jean Weisman said that the revision of the code on this matter was necessary to accommodate the various types of historical, educational, or celebratory events in Town that may include demonstrations of firearms or cannon. Mrs. Weisman said the definition of "blank" ammunition had been updated, and the penalty for unauthorized firings or explosives within the Town limits had been increased to serve as a greater deterrent. Commissioner Bibb suggested that the fine be increased from \$200 to \$1000. President Boos directed staff to research the maximum fine allowable under state law, and then called for introductions. Commissioners Bibb and Harrod introduced Ordinance No. 497.
- X.

### **Items for Discussion**

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Streamline permit process

- President Boos said Commissioner Harrod was taking the lead in efforts to streamline the permitting process for events in the Town. Commissioner Harrod said that perhaps permits that are for annual established events could have staff review, rather than Commission review, to speed up the turnaround time and

reduce paperwork. Town Manager Jean Weisman said that the permit application has been consolidated so that an event requiring signage, outdoor music, county licensing, and/or state road closures, has one event form to fill out. President Boos thanked Commissioner Harrod for calling attention to the process.

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Cathy Hower - Town Horticulturist

- Ms Hower would like to discuss with COSM suggested park and public space landscape improvements
- Kathy Hower, the Town's horticulturalist, thanked the Commissioners for the increase in her budget, and presented ideas for improvements to landscaping around the Town and asked for feedback from them with regard to timing and preference. Ms. Hower said she would like to clean up and maintain the small garden area of the library, suggested irrigation for the Frederick Douglas Park so more colorful plants could be added, and wanted to replace some plantings with smaller, lower maintenance plants, shrubs, or ground covers. Ms. Hower also said a major project would be to complete the swale in Muskrat Park, which the Commissioners thought should be included in next year's budget. The Commissioners were in general agreement with Ms. Hower's suggestions, including the irrigation of Frederick Douglas Park and the swale in Muskrat Park. President Boos thanked Ms. Hower especially for trimming up the trees on the office property.

- XI.

Calendaring

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Pascal request for amendment to easement

- Mrs. Weisman asked the Commissioners if they had a preference for replacement of crepe myrtle trees on Talbot Street, noting that Bartlett Tree expert Kyle Ewing had suggested either continuing with the crepes or planting lace bark elms. The Commissioners preferred to continue with the crepe myrtles for the color. Mrs. Weisman asked if the Commissioners would want to calendar a discussion of Bob Pascal's parking easement suggestion, and other parking issues. The Commissioners agreed to discuss the matter at their October 2018 meeting. The Commissioners set Monday, September 17th from 2-4 for a

discussion of the town office design, and agreed to a field trip to the Oxford Town office.

- XII.

Comments from the Commissioners

- President Boos called for final comments from the Commissioners. Commissioner Gorman asked about an update on the zoning code re-write and Mrs. Weisman said there were updates scheduled and any interested residents should talk with Zoning Office Sarah Abel. Commissioner Windon said she had observed and had a number of questions from residents about handicapped parking, chlorine levels in the water, deteriorated trash cans on public streets, crumbling curbs, faded street signs, and property owners' responsibility for trash in front of their property. The Commissioners asked if it was time to resurrect the project priority list for public works. Commissioner Harrod noted that the prayer breakfast was coming up and that she had provided details to Kimberly Weller. Commissioner Bibb said he would provide updates on issues of interest from the upcoming State Legislative Session.
- XIII.

#### **Announcement of Future Meetings**

- October 8 2018 - Town Office closed for Columbus Day

October 10 2018 - 6:00 pm - Town Office - COSM Regular Working and Legislative Session

- President Boos reminded everyone that the Town offices would be closed on October 8th for Columbus Day and that the next regular meeting was October 10, 2018.
- XIV.

#### **Adjournment**

- The meeting was adjourned at 7:25 p.m.