

MINUTES

COSM

Commissioners

COSM Work and Legislative Session

Thursday, December 13, 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 convened 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, the Manns Woodward design firm from Baltimore, and 12 members of the public.

II.

- Agenda Amendments

There were no amendments to the agenda.

III.

- Announcements from COSM and Staff

Town Manager Jean Weisman said that Commissioner Bibb would be hosting his Conversation with a Commissioner on Saturday morning, December 15th at 8:30 a.m. Mrs. Weisman said that the Public Works crew constructed their first-ever float for the Christmas Parade on Saturday, December 8th. Mrs. Weisman added the crew received kudos for their creativity and had a great time riding the float and tossing candy to the children along the parade route. Mrs. Weisman said the Chief of Police had hosted his two holiday parties for the year, one for the young people, and the other for senior citizens in town. Mrs. Weisman announced that the paving of Thompson and Grace Streets was completed today ahead of the asphalt plant closings for the year. Mrs. Weisman concluded by noting that holiday trash pickup would be on Wednesday, December 26th and Wednesday, January 2nd, and Town offices would be closed on December 24, 25, and 26th and 31st, and January 1st. Commissioner Harrod provided a schedule of events for the Character Counts program through February 2019.

IV.

- Comments from the Public

Chief Smith said that Harold Baines would be inducted into the Baseball Hall of Fame and Mrs. Jessie Cauldwell had requested that the Town honor him. Commissioner Harrod suggested that, given Mr. Baines' past feelings about a celebration, the Town office or the Commissioners should talk to him directly about any plans. Chief Smith also noted that the Town has installed a drop box for prescription drug drop offs, located inside the lobby of the Police Department building. Chief Smith said the box would be operational beginning in January 1st. Susan Reiswerg of E. Chew Avenue suggested an ad hoc committee be formed to look into improving public communications. President Boos said the Commissioners had also received an email on the same subject, and that the Commissioners would be discussing the matter later in the meeting. Tad DuPont of Locust Street asked if there was Talbot County grant money offered for the repair of Thompson and Grace Streets, and would the grant money offset funds the Town had allocated for that project. Mrs Weisman said yes, and if the grant comes through, any of the unused funds would go back into the Repair and Replacement fund to possibly be used to improve other streets. David Briemhurst of 113 Grace Street said he supported the idea of a communications committee, and he suggested that the code re-write survey be more widely distributed.

President Boos said a letter and the survey would be mailed to all residents in January. Mr. Breimhurst also asked about the blighted property on Carpenter Street and what was being done about it. Mrs. Weisman said she would be pleased to discuss it with him. Sue Ann Bering of W. Chew Avenue said she encouraged better communication regarding the code survey. Mrs. Weisman said that, while the Grace Street paving was done, there was still a culvert replacement needed, which should happen in February 2019.

President Boos announced that the Commissioners would have a Closed Session at the end of this public meeting to discuss a personnel issue,

V.

- Consent Agenda for Minutes, Department Reports and Event Permits

- Minutes

November 14, 2018 - COSM Regular Work & Leg Session

- Department Reports for November 2018

Police Dept

Disbursements for October

Profit and Loss Statement

Budget vs. Actual

Planning and Zoning

Public Works

Administration

Marketing and Communications

- Event Permits

None

President Boos said a vote to approve the Consent Agenda would include approval of departmental reports and minutes for the month of November 2018. As there were no other items for discussion or comment, Commissioner Bibb made a motion to approve the Consent Agenda as presented, which was seconded by Commissioner Harrod, and which then passed on a roll call vote of 5-0 in favor.

VI.

- Boards and Commission Appointments

President Boos referenced a staff memo prepared by Mrs. Weisman, explaining that all of the Town's boards had one vacancy for a term expiring December 31, 2018. President Boos said the board members whose terms were expiring had all expressed interest in continuing to serve, except for the Waterways Committee, for which no candidate had applied for the vacancy. The Commissioners then voted unanimously to accept the requests for reappointment as presented from the following individuals:

Douglas Rollow	Board of Appeals	3 year term expiring 12/31/2021
Peter Leshner	Historic District	3 year term expiring 12/31/2021
Sidney Trond	Ethics Committee	3 year term expiring 12/31/2021

Jeff Knapp Planning Commission 5 year term expiring 12/31/2023

Nicolas Panuzio Housing Authority 5 year term expiring 12/31/2023

Karen Douglass Parks/Recreation 3 year term expiring 12/31/2021

VII.

- Items for Discussion

Parking Regulations

President Boos opened the discussion on parking regulations in general and specifically for the proposed new Town Office, and introduced Michaels Gerding, of Manns Woodward, the architectural firm working on the town office design. President Boos then read a history of the town office project which began in 2016, and said that while Manns Woodward has continued to develop a design, it cannot move forward until the issue of parking was resolved. President Boos said the Town's Code requires 21 spaces for the for the Fremont Street site, but the design can only accommodate 14 or 15 spaces and still meet structural and environmental requirements. President Boos said that Peter Johnson, who is the Town's consultant working on a re-write of the Town's code, produced an opinion paper at the request of the Commissioners, in which he said that the code's minimum parking standards are acting as an impediment to the efficient use of land resources. President Boos noted that Mr. Johnston said that to insist that the Town overbuild parking for its new office facility is contrary to the 2015 Comprehensive Plan's call for "right -sized" or "managed parking." President Boos said that Mr. Johnston, in his re-write of the code, has put forth a proposed amendment to the Code's parking requirement that encourages a managed parking approach. The amendment would change the parking requirement to 2 1/2 spaces per 1,000 square feet, which would result in the parking spaces on the Fremont site being reduced from 21 to 15, and would allow for "right-sized" parking flexibility for any future development project within the Town.

President Boos then made a motion to direct the Town Manager to draft a text amendment to Section 340-34(c)(n) to change the parking requirement to 2 1/2 spaces per thousand square feet from the current one space per 300 square feet, and to consult with the Planning Commission and Peter Johnston on language that would give the Planning Commission authority to deviate from the parking requirements if proper and sufficient cause is presented by the applicant. Commissioner Windon seconded the motion, and the matter was opened for discussion and comment by the Commissioners.

Mr. Gerding of Manns Woodward said that reducing the number of required spaces would allow the designers to meet structural, environmental and set back requirements. Mr. Gerding then answered questions from the Commissioners regarding the building design and the location of the parking, which he said would be behind the building. There was a discussion of access by emergency vehicles and possibly widening the access road to accommodate them. Commissioner Gorman said he supported the amendment as forward-looking for the Town as a whole.

President Boos re-read his motion as noted above. Commissioner Windon again seconded it, and the motion passed on a roll call vote of 5-0 in favor.

- New Town Office - Energy efficiency levels and parking requirements

President Boos called upon Mr. Gerding, who provided some background on energy efficient design and the concepts of LEED, Net Zero, and Green buildings. After some discussion, Mr. Gerding recommended incorporating the most cost-effective, energy efficient features of the various systems, rather than adopting a specific system, which would likely be more costly. Mr. Gerding suggested a meeting of energy experts, the Commissioners and the design firm to select the best options. The Commissioners agreed with Mr. Gerding's suggestions, and Mr. Gerding said he felt his firm now had enough information to move forward with the design.

- Police Department building improvements

President Boos asked if Manns Woodward could look at possible modifications to the Police Station. The Commissioners and Mr. Gerding agreed to set up a walk-through of the building, and Chief Smith suggested that a visit to the Hurlock police facility would be helpful as a comparison in assessing St. Michaels' needs.

- Fremont Street - No Parking

Chief Smith said that, as the Commissioners had asked, he had taken a look at the parking and traffic situation on Fremont Street. Chief Smith said his recommendation at present was not to limit parking to one side of the street as it would just create parking problems elsewhere. Chief Smith said emergency vehicles were able to get through, even though it was tight. After some additional discussion, the Commissioners agreed not to change the parking on Fremont Street at this time.

- Hollis Park Bulkhead rules

ORDINANCE NO. 498: AN ORDINANCE TO AMEND CHAPTER 101 - BOATS AND BOATING, CHAPTER 101-2: MOORING AT PUBLIC WHARVES, OF THE CODE OF THE TOWN OF ST. MICHAELS; TO REGULATE THE MOORING OF

BOATS AND PROHIBIT RAFTING OF BOATS ALONG THE PUBLIC WHARF AT HOLLIS PARK

President Boos called upon Mrs. Warnick, who read the title of Ordinance No. 498 into the record as noted above. Mrs. Weisman said that the Town had received a complaint in the Fall from Higgins Yacht Yard that boats were rafting along the Hollis Park bulkhead preventing Higgins boaters from leaving their slips, and the rafted boats were partying late into the evening. Mrs. Weisman said that the Town's Waterways Commission recommended that the bulkhead be posted for "no rafting" and closure at 9 p.m. so that violations could be prosecuted by the Police. Commissioners Windon and Bibb introduced Ordinance No. 498. Roy Myers of the Waterways Committee said that proper signage on the bulkhead was important. Commissioner Gorman objected to the 9:00 p.m. closure because of the Town's limited public docking and because the restaurants serve until 10:00 p.m. during the tourism season. The Commissioners and members of the Waterways committee who were present said that they would have another chance at the public hearing to discuss the time limit as drafted in the ordinance.

- Town Flag and Motto

President Boos opened the discussion of the Town Flag and motto and deferred to Commissioner Bibb to provide an update. Commissioner Bibb said he had researched companies that design and produce flags for small towns like St. Michaels. Commissioner Bibb said the research suggests that a town flag should be only three colors, should not use the town Seal, and should reflect the town's identity. Commissioner Bibb added that town mottos are generally 150 words or less, and suggested a committee composed of residents, and perhaps members of the art league should be tasked with judging a flag design contest. Commissioner Gorman said this project would be a great test of communication between the residents and the Town Office. President Boos suggested that the project be revisited at the January meeting to allow more time for consideration.

VIII.

- Commissioners Calendar

Mrs. Weisman outlined agenda topics for the Commissioners' meeting in January, 2019. Items included voting on Ordinance 498, the town flag, the auditor's report, and discussion of forming a communications committee, and possibly eliminating a Town alley on Miles Avenue.

IX.

- Comments from the Commissioners

Roy Myers of E. Chestnut Street said he had come to the meeting to get an update on the new building, and he was satisfied with the progress being made. Commissioner Harrod asked for an update on honoring Harold Baines for his induction into the Baseball Hall of Fame in June 2019. President Boos said that the consensus was to allow time for Mr. Baines' relatives to broach the subject of a Town celebration, as he was a notoriously private person and had rejected any public acclaim in the past. There were no additional comments from the Commissioners or the public.

X.

- Announcement of Future Meetings

Dec 24-25 2018 - Office closed for Christmas Holiday

Dec 31 - Jan 1 2019 - Office closed for New Years

Jan 9 2019 - COSM Reg and Legis Session

Future meetings and holiday closings were as noted above.

XI.

- Adjournment

The meeting was adjourned at 8:10 p.m.