

MINUTES

COSM

Commissioners

COSM Special Work Session

Wednesday, January 23, 2019, 2:00 pm - 4:00 pm

Edgar M Bosley Jr. Municipal Admin Building

300 Mill Street; PO Box 206

St. Michaels, MD 21663

- I.

Call to Order

- President Boos called to order the sixth special working 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 2:00 p.m. Present were Commissioners Bill Boos, Joyce Harrod, Jaime Windon, Michael Bibb, and Michael Gorman, Planning Commission Chairman Dennis Glackin and Member Jeff Knapp, Police Chief Anthony Smith, Town Manager Jean Weisman, Public Works Director Jeff Richardson, Legislative Clerk Suzanna Warnick, and two members of the Manns Woodward Design firm, Jim Magnuson and Mike Gerding. There were four members of the public present.
- II.

Pledge of Allegiance

- The Pledge of Allegiance was recited.
- III.

Items for Discussion

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Minutes from 10/17/2018 - Design Meeting Number 04
For approval

- Design Meeting Number #05 Dec 13 2018 are in process

- President Boos made a motion to approve the minutes of the October 18, 2018 design meeting prepared by Manns Woodward. As there were no comments or

changes, Commissioner Harrod seconded the motion. President Boos said minutes for the December 13th meeting were not yet ready for a vote. He then called for a vote on October 18th minutes, and those minutes were approved on a roll call vote of 5-0 in favor.

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Discuss Architectural and Engineering Services for New Town Hall - Meeting No. 6

- Team from Manns Woodward Studios Inc.
- President Boos then turned the meeting over to Manns Woodward for their update on the design. Jim Gerding of Manns Woodward first noted as a housekeeping matter, that a field survey in a rainy period was done in December to look at the inlets and water flow. He offered the firm's services to do additional surveying if necessary. Mrs. Weisman and Jeff Richardson described the drainage work that was done as part of the improvements to Canton Street. Mrs. Weisman said that further improvements to the water flow should be a separate project, as there were no storm drains on or around the proposed office property. Jeff Richardson said he could check the elevations to make sure drop offs are appropriate. Mrs. Weisman said if the elevations are not correct, the Town could then consider Manns Woodward's offer to do additional surveying, and the Commissioners agreed.

Manns Woodward then proceeded with its presentation of green and high performance options for the new Town Office building. Following their presentation, Manns Woodward asked if they could go ahead with soil sampling for analysis. The Commissioners agreed, with a date set for approximately two weeks from this meeting, pending advance notification of neighbors by town staff.

- IV.

Comments from the Public

- President Boos invited public comment. Marie Martin of Cherry Street asked why the building design didn't include the Police Department, and whether the neighbors around the site had been informed there would construction for some time next to their properties. President Boos thanked Ms. Martin for her comments.
- V.

Comments from the Commissioners

- Commissioner Windon thanked Manns Woodward for their presentation, saying that it was a lot of information presented in a way that was clear and understandable.

- VI.

Adjournment

- President Boos called for a recess at 4:07 p.m., and noted that the meeting would reconvene at the Police Station on Fremont Street for a walk-through.