

## MINUTES

### COSM

#### Commissioners

#### COSM Work and Legislative Session

Tuesday, September 10, 2019, 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 William 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. Also present were Commissioners Joyce Harrod, Jaime Windon, Dennis Glackin, and Michael Bibb, Town Manager Jean Weisman, Police Chief Anthony Smith, Legislative Clerk Suzanna Warnick, and approximately 50 members of the public.
- 

#### II. Agenda Amendments

- There were no amendments.
- 

#### III. Announcements from COSM and Staff

- Mrs. Weisman said that the Ad Hoc Communications Committee had completed its work and the Commissioners were given a copy of the committee's report. Mrs. Weisman said the committee deserves a thank you for all of their hard work. Mrs. Weisman welcomed Bill Gilmore, who joined the town zoning staff last week as the new part-time Code Enforcement Officer. Chief Smith said that two new police officers had been hired and will start work on September 23rd. Commissioner Bibb said the Maryland Municipal League is hosting a crab feast on October 12th at the Maritime Museum from 12-3:00 pm., and the St. Michaels Senior Center will be having a pig and oyster roast on November 2, 2019 to raise funds for the center. Commissioner Windon said the Commissioners had recently attended a regular meeting of the Rotary Club, at which traffic, parking, and congestion in Town were generally discussed. Commissioner Glackin said that the zoning re-write committee was almost finished with its draft and would be formulating its recommendations at the next workshop on September 23rd. He noted that the draft would then go to the Planning Commission for their review and then on to the Commissioners. President Boos said that congestion in Town as it affects the Fire Department was also discussed as part of the Rotary meeting, and he was given a tour of the Town on a fire truck to show where the chokepoints are for the trucks. President Boos said another issue is volunteer firefighters who live on the North end of Town and beyond have difficulty getting through Town to the Fire Station to go out on a fire call. President Boos said he had enlisted the help of the Town's representative, Johnny Mautz, to look into ways to improve the volunteers' ability to get through Town in a timely manner. Commissioner Harrod said that she and the Town

Manager would participate in a tour of Aqua-farming facilities in nearby towns on September 12th, hosted by the Mid-Shore Regional Council.

•

#### IV. Comments from the Public

- President Boos then invited public comment. John Novak of W. Chew Avenue read a statement on cost estimates for the new town office, which remarks are made a part of these minutes. Mike Estrella of E. Chew Avenue asked for the latest cost to taxpayers of the lawsuit against the St. Michaels Ethics Commission. President Boos responded that the cost had reached \$40,000. At least a dozen residents had comments concerning the proposed Memorial Park at Boundary Lane and opposed the inclusion of unattended public bathrooms in a residential area as part of the plan. Two residents had complaints about the Running Festival being noisy, causing congestion, and possibly having outgrown the Town. Denise Stuart of S. Talbot Street said more signage was needed to direct people to the Nature Trail. Donna Hunt of E. Chew Avenue said she supported a memorial park but suggested Hollis Park as a better location for it, once the town office was relocated. President Boos thanked everyone for their comments and said there would be another public comment session later in the meeting following the presentation of the Memorial Park plan.

•

#### V. Consent Agenda for Minutes, Department Reports and Event Permits

##### Minutes

- August 8, 2019 - COSM Special Work Session with Manns Woodward Architects and Engineers (Town Office & Police Dept)
- August 13, 2019 - COSM Regular Work & Leg Session
- August 19, 2019 - COSM Special Work Session - Canton Road
- August 27, 2019 - COSM Special Work Session - teleconference with Manns Woodward Architects and Engineers (Town Office & Police Dept)

##### Department Reports for August 2019

- Police
- Finance - Disbursements
- Year to Date
- Profit and Loss
- Administrative
- Public Works
- Planning and Zoning
- Communication

##### Event Permits

- Application for a Public Event Sign Permit for Jack Russell Races as a Fundraiser on Oct 20 2019, signs posted on utility poles from October 1-22 2019;
- Application for Permit from St. Michaels Concourse d'Elegance held on September 29, 2019 from 10:00am-5:00pm, venue will be held on private property (CBMM and Perry Cabin);

-- Application for a Public Event from Simpatico, 10th Annual Italian Wine and Food Celebration, held on private property - Simpatico on grass areas at 104-106 Railroad, October 12, 2019, Noon to 5pm, approx 300 attendees.

- President Boos said a vote to approve the Consent Agenda would include approval of minutes and departmental reports for the month of August 2019, as well as approval of signage or event permits as noted above. As there were no comments or changes, Commissioner Bibb made the motion to approve the Consent Agenda as presented. Commissioner Glackin seconded it, and the motion passed on a roll call vote of 5-0 in favor.

- 

#### VI. Resolution for Discussion and Possible Vote

Resolution No. 2019-04 - Parking at Bulkhead along West Harbor Road

- A RESOLUTION OF THE COMMISSIONERS OF ST. MICHAELS TO ALLOW THE INSTALLATION OF 'MUNICIPAL SLIP HOLDERS ONLY MAY - OCTOBER' SIGNS ALONG THE BULKHEAD ON WEST HARBOR ROAD; EVERY THIRD PARKING SPACE FROM SLIP #19 AT THE SOUTH BOAT RAMP, TO SLIP #43 AT THE CORNER OF WEST HARBOR ROAD AND EAST CHEW AVENUE
- 
- Mrs. Warnick read the title of Resolution No. 2019-04 into the record as noted above. Mrs. Weisman said some residents had requested some reserved parking for municipal slipholders. Mrs. Weisman said the resolution designated every third parking space for slipholders. President Boos had questions about how the signage would work and John Marrah of the St. Michaels Waterways Advisory Board explained how the spaces would be signed and marked. After some additional questions and discussion, Commissioner Bibb made the motion to approve Resolution No. 2019-04. Commissioner Glackin seconded it and the motion passed on a roll call vote of 5-0 in favor.

- 

#### VII. Ordinance for Consideration and Introduction

Ordinance No. 504 - Amend Chapter 333 (waterways management)

- AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF ST. MICHAELS; CHAPTER 333 (WATERWAYS MANAGEMENT), TO CHANGE THE METHODS FOR ESTABLISHING USABLE WATER AREAS IN ALL WATERS OF THE TOWN; AND GENERALLY RELATING TO REGULATION OF THE HARBOR AND OTHER WATERWAYS OF THE TOWN OF ST. MICHAELS
- 
- Mrs. Warnick read the title of Ordinance No. 504, an amendment to Waterways Chapter 333, into the record as noted above. President Boos said this ordinance was eligible for introduction, and called upon Mrs. Weisman, who explained that Ordinance No. 504 was developed by the Waterways Advisory Board and would amend how lateral lines are determined in the waterways of the Town. Mrs. Weisman said the Department of Natural Resources had recommended the Town adopt more updated and flexible regulations, which would provide more options for determining lateral lines. Roy Myers of the Waterways Advisory Board said the board could not approve dock requests for two properties in Town because the determination of setbacks would impact the rights of

neighbors. Mr. Myers said that simplifying the regulations enables the Advisory Board to make lateral line determinations that are reasonable for both parties. Commissioners William Boos and Michael Bibb introduced Ordinance No 504. President Boos thanked the Waterways Advisory Board for their research and recommendations.

- 

#### VIII. Items for Discussion

##### St. Michaels Running Festival 2020

- Application for Public Event from St. Michaels Running Festival 2020, for a Half Marathon and 5K, through Town of St. Michaels, run event on Saturday, May 16, 2020, from 5am to 12 pm, for approx. 2,500 runners, 3,500-4,000 including family and friends;
- The Commissioners called upon Peter Parish, coordinator of the Running Festival, who answered their questions about the evolution of the Running Festival over the nine years it had operated in St. Michaels. Police Chief Anthony Smith said that by working with the festival organizers, area law enforcement, and emergency and medical services, public safety had improved every year and he was pleased with the event from a public safety perspective. The Commissioners discussed the issue of congestion and parking in the area of Fremont Street from 5 a.m. to 1:00 p.m. during running festival, and agreed to meet with the business community and Peter Parish within 10 days to try to resolve the issues.

- 

##### Committee for Memorial Park at 800 S Talbot Street

- Kurt Gant, representing the Memorial Park committee, presented the general plan for a Memorial Park at Boundary Lane and Talbot Street, which included moving the historic St. Michaels Train Station to the site, possible public restrooms, a Town Christmas Tree, public parking, and a park-like space for public ceremonies honoring veterans and first responders. Mr. Gant also discussed funding options, including the intent to apply for non-profit status to take advantage of any grants. Jeff Knapp explained that the train station building would serve as a small museum for historical memorabilia and photographs and as a welcome center that could be manned or unmanned as needed. Tad DuPont said the park would operate similarly to the St. Michaels Museum on St. Mary's Square and be independent of the Town. President Boos asked what the preliminary numbers to move the train station would be. Mr. Gant said he had an estimate based on prior consultations with the owner, Thomas Byrne. He said the estimate was \$250,000 to move the building and restore it.

Public comments included support for the concept, suggestions for alternative sites and sale of the property for residential homes, opposition to restrooms, and opposition to a public use in a residential area. Speakers included:

Greg Jones of Talbot Street  
Mike Estrella of E. Chew Avenue  
Mike Jones of W. Maple Avenue  
Peter Vern of W. Maple Avenue  
Ann Borders of Cherry Street  
Denise and Denny Stewart of Talbot Street  
Roy Myers of E. Chestnut Street

Donna Hunt of E. Chew Avenue  
Jeff McGuinness of Perry Cabin Drive

There was a discussion of the zoning of the property. Mrs. Weisman said it is zoned RI, which allows usage for residential homes and doctor's offices, but a public park would be a special exception in the R1 Zone.

The Committee members said they were open to other configurations of the plan, but they all wanted to continue to pursue it.

Commissioners Windon, Glackin and Boos said they thought looking at other combinations of the plan elements was a good idea. Commissioner Harrod said residents of North Street had told her the train station building should be moved somewhere else as it was an eyesore where it was. Commissioner Windon urged looking for an alternative location and suggested calendaring another meeting for discussion of the project.

#### IX. Commissioners Calendar

- The Commissioners discussed agenda items for their meeting on October 17th, including the Running Festival Permit. The Commissioners also scheduled a walk-through on Talbot Street to look at improving and clarifying signage and parking spaces for Thursday, September 26th at 3:00 p.m, and set a meeting with the businesses for Thursday, October 19th in the evening.
- 

#### X. Comments from the Commissioners

- Chief Smith introduced the two new police recruits, who both said they were happy to be in St. Michaels and looking forward to serving the community.
- 

#### XI. Announcement of Future Meetings

October 14 2019 - Office closed for Columbus Day

October 17 2019 - 6:00 COSM Work and Legislative Session

#### XII. Adjournment

- The meeting was adjourned at 8:22 p.m.

9/10/19 addendum to minutes

### Cost Estimates for the new Town Office

The design for the new Town Office Building is proceeding. There were two public meetings in August with the architectural firm chosen to lead the project – Manns Wardward Studies located in White Marsh, outside of Baltimore. They estimate the cost to construct the 5,620 SF building to be, approximately, \$551/SF or \$ 3,096.620.

We want to work together to, hopefully, to reduce this cost, if possible. Currently there are several public buildings in construction on the Eastern Shore and several of these projects may be built for \$300/SF or maybe a bit less. That per square foot cost would save us \$ 1.4 million on our town office.

I contacted the Caroline County Public Works Department this week to obtain the SF cost to construct their new Sheriff's Department complex. I was referred to several knowledgeable individuals who I will call tomorrow. They have poured the foundation and are putting up the framing. I will pass on what I learn to Jean and the Commissioners.

There are several other ongoing construction projects we should also review. I'm sure we have the resources to do this.

Thank you,

John Novak  
104 West Chew Av

301-500-8282