

MINUTES

COSM

Commissioners

COSM Work and Legislative Session

Thursday, October 17, 2019, 7:00 pm - 9:00 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 7:00 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, Legislative Clerk Suzanna Warnick, and approximately 19 members of the public.

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- II.

Agenda Amendments

- There were no agenda changes.

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- III.

Announcements from COSM and Staff

- Town Manager Jean Weisman said a number of the Commissioners attended the Maryland Municipal League Annual Fall conference in Cambridge, Maryland this past week. The County is preparing to resume their sewer work to finish up their project in St. Michaels. Mrs. Weisman said the Town was nominated by the St. Michaels in Bloom Committee and selected by the America in Bloom organization as the winner of the Community Vitality Award, recognizing the policies, facilities and outdoor activities that lead to a vibrant community. Commissioner Glackin announced that the Planning Commission had completed its review and first re-draft of the Zoning Code with zoning consultant Peter Johnston and the draft will be discussed at the Planning Commission's meeting on October 24th. Commissioner Glackin added that the Planning Commission has scheduled two public meetings to discuss and receive input on the draft, and those dates are November 14th at 6:00 p.m., and Saturday, November 23rd at 9:00 a.m. at the Town Office, and more

meetings would be scheduled as necessary. Commissioner Windon addressed the recent St. Michaels Action Committee (SMAC) advertisement in the *Star Democrat*. President Boos then called for public comment. Mike Estrella of E. Chew Avenue asked about legal fees and if anything in the SMAC paid advertisement was accurate. President Boos responded that to date, well over \$50,000 had been spent responding to the legal action. There were no other comments.

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- IV.

Comments from the Public

- V.

Special Presentation

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Talbot County Illicit Sewer Connections

- Ray Clarke to make presentation regarding illicit sewer connections
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- President Boos introduced Ray Clarke, Talbot County Engineer, who made a presentation on the County's efforts to upgrade the sewer system in St. Michaels, including eliminating illicit sewer connections, such as sump pumps and other inappropriate water inflow sources that overload the sewer system.,
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Request from Talbot County for Town of St. Michaels for payment of Rural Development loan in the amount of \$222,000

- Ray Clarke letter of September 26.2019
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- Ray Clarke made a request on behalf of the County that the Town of St. Michaels pay the County's Rural Development loan in the amount of \$222,000, per his Memorandum of Understanding (MOU) of September 26, 2019. Mrs. Weisman explained that the loan repayment would result in the Town receiving about \$1,000,000 worth of sewer repairs from the County. Mrs. Weisman added that the Town had budgeted \$400,000 just for work on Grace and Thompson Streets, so there was budget money available to pay off the loan. Mrs. Weisman said the repayment would enable the County to continue its work across several other streets. After some additional discussion, President Boos made a motion to approve the Town's repayment of the County's Rural Development Loan in the amount of \$222,000.00. Commissioner Harrod seconded it. The County said it would be starting this year's work on Monday October 20, beginning repairs and

repaving of Dodson Avenue. The motion then passed on a roll call vote of 5-0 in favor.

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Ad-Hoc Communications Committee

- Recommendations from Committee and survey
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- Mrs. Weisman introduced members of the Ad hoc Communications Committee, John Novak and Ann Borders, who provided highlights of the Committee's findings and its recommendations for improving communications between the Town and the public. Ann Borders referred the Commissioners and the public to the written recommendations provided, noting that the committee had made six recommendations for communication improvements, including upgrades to the Town's search engine for the webpage, a plug-in for next day posting of meeting recordings online, regular email list updates, and a monthly email highlighting the schedule of meetings and notices. Ms. Borders said the committee was also suggesting incorporation of new technology, such as voice assistance, online phone access to meetings, and future audio- or video-streaming. Mr. Novak offered the Town the expertise of members of the committee going forward. Following a public discussion, the Commissioners directed staff to implement four of the recommendations and to research and explore audio and video-streaming of meetings.
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- VI.

Consent Agenda for Minutes, Department Reports and Event Permits

Minutes

- September 10, 2019 - COSM Work & Leg Session

September 26, 2019 - Special Session

Department Reports for September 2019

- Police
- Finance - Distributions
- Year to Date
- Profit and Loss
- Administrative
- Public Works
- Planning and Zoning
- Communications

Event Permits

- --- Application for Road Closure of the 200 block of East Marengo Street, from Michael Bibb, for Halloween Trick-or-Treat display at Bibb Home on Marengo St., on October 31, 2019 from 7am to 9pm;
- -- Application for Public Event from Classic Motor Museum for a Pre-Thanksgiving Parade of Autos on November 23, 2019; road closure Talbot Street from 10:30am to 11:30am;
- -- Application for Public Event from Christmas in St. Michaels Inc., for weekend event from Friday Dec 13 to Sunday Dec 15, 2019 including Parade with permit application for use of speakers, Tour of Homes, other activities;
- -- Application for Public Event from St. Michaels Business Association, for Midnight Madness on Saturday, December 7, 2019, all day with Midnight drawings for prizes, approx. 1,500-2,000 attendees all day.
- President Boos said approval of the Consent Agenda would included departmental reports and minutes for the month of September 2019, as well as event permits as described above. There were no items removed from the consent agenda for separate discussion. President Boos made a motion to approve the Consent Agenda as presented. Commissioner Bibb seconded it, and the motion passed on a roll call vote of 5-0 in favor.
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- VII.

Ordinance eligible for Vote

- Ordinance No. 504 - Usable Water Areas
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- 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.

This ordinance was discussed on September 10, 2019; with Introduction by Commissioners Boos and Bibb. Public Hearing is not necessary.
- President Boos said Ordinance No. 504, amending Chapter 333 of the Code (Waterways Management), was eligible for a vote. Mrs. Warnick who read the title of the ordinance into the record as listed above.

President Boos said Ordinance No. 504 was introduced at the last Commissioners' meeting by himself and Commissioner Bibb, and made a motion to approve the ordinance as presented. Commissioner Bibb seconded it. President Boos called for any discussion. Doug Rollow of Water Street asked how the ordinance affected the setbacks and questioned the clarity of the ordinance language. After some discussion, staff was directed to clarify the ordinance with assistance from Waterways Chairman John Marrah and Mr. Rollow. The motion to approve Ordinance No. 504 was withdrawn.

- VIII.

Commissioners Calendar

- Mrs. Weisman said Manns Woodward, architects for the proposed new town office, recently presented their preliminary design before the Historic District Commission (HDC), and the HDC had some concerns about it. Mrs. Weisman said the architects are now looking for some guidance from the Commissioners before they re-present at the next HDC meeting next month. Mrs. Weisman said the architects would like to have a meeting or a conference call to get input so they can begin work any changes as soon as possible. After some discussion, the Commissioners agreed they needed to have a work session with the architects and the Historic District Commission, and suggested Wednesday, November 6th, or as part of the HDC meeting on November 7th. Mrs. Weisman noted other agenda items that had deadlines for decisions by the end of October, and scheduled agenda items for the November 12th regular session.

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- IX.

Comments from the Commissioners

- There were brief public comments. Commissioner Bibb reminded everyone of his Conversation with a Commissioner meeting on Saturday morning.

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- X.

Announcement of Future Meetings

Nov 8 2019 - 6:00 COSM Work and Legislative Session

Nov 10 2019 - Office closed for Veterans Day

Nov 23-24 2019 - Office closed for Thanksgiving Holiday

- XI.

Adjournment

- The meeting was adjourned at 8:54 p.m.