

MINUTES

COSM

Commissioners

COSM Work and Legislative Session

Tuesday, November 12, 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, Legislative Clerk Suzanna Warnick, and approximately nine members of the public.

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- II.

Agenda Amendments

- There were no agenda changes or amendments.

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- III.

Announcements from COSM and Staff

- Town Manager Jean Weisman announced the dates for the public review of the draft Zoning Code re-write would be Thursday, November 14th at 6:00 p.m. and Saturday November 23rd at 9:00 a.m. in the Town Office meeting room, with additional meetings as appropriate. Mrs. Weisman said the Historic District Commission had approved the preliminary town office plans on Thursday November 7th, and the sketch plan review by the Planning Commission was scheduled for Thursday, November 21st. Mrs. Weisman added that on November 20th there would a Technical Advisory Committee (TAC) meeting to discuss the subdivision of 109 S. Talbot Street (Long & Foster building) to separate the building and the parking lot. Mrs. Weisman said the County has finished the paving of sewer repairs they have made this year, except for Dodson Avenue, where they are still working and expect to have an asphalt base coat put

down for the winter, with the final top coat planned for the spring. Mrs. Weisman said that the dock work in Back Creek will begin this month, with dredging complete by mid-December. Mrs. Weisman said that the businesses have been very cooperative for the sidewalk disruptions on Talbot Street and work will be finished by the end of next week. Mrs. Weisman added that the grant for the Back Creek project has been approved, which will enable the town to complete the entire project. President Boos commended Dan Bridges for his work coordinating the sidewalk replacement project and mitigating disruption issues. President Boos also noted that on November 23rd the County's Tax Referendum Committee meets at the Town Office and he called for input from the public ahead of that meeting. Commissioner Bibb reminded everyone of his Coffee with a Commissioner the upcoming Saturday at 8:30 a.m.

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- IV.

Comments from the Public

- Roy Myers of E. Chestnut said he was delighted that the Back Creek rehabilitation was going forward. John Marrah of Rio Vista commented that the traffic on Talbot Street was horrendous because of the sidewalk project, but that the timing for the work just as the tourist season was trailing off, and before cold weather, was well planned and he commended Jean Weisman and the Town leadership for making it happen. Mr. Marrah also noted a traffic issue at the school and said the Chief of Police had been out in the rain taking pictures of the congestion problems. John Novak of W. Chew Avenue thanked Commissioner Glackin for his email explanation of construction issues with the town office project.

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- V.

Special Presentation

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Sustainable Community

- Mrs. Weisman introduced Zoning Office Kymberly Kudla, who explained St. Michaels' status as a member of the State-run Sustainable Community program and the benefits the town receives through its participation. Ms. Kudla said that St. Michaels has been a member since 2014 and must re-apply for status every five years. Ms. Kudla said St. Michaels' update would include changes to the Town's boundary map to expand the area covered by the Sustainable Communities program. Ms. Kudla noted the new map would include the Nature Trail and its parking area, certain areas around the harbor, properties along Railroad Avenue, such as the church and community center, and sections of Town included in the Historic District. Ms. Kudla said the completed application

would be submitted to the State and would help the Town qualify for any possible grants. Mrs. Weisman said she needed a formal motion from the Commissioners to send the updated application on to the State. Commissioner Bibb made the motion, which was seconded by Commissioner Glackin, and which passed on a roll call vote of 5-0 in favor.

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- VI.

Consent Agenda for Minutes, Department Reports and Event Permits; and Official Appointment for Asst. Codes Enforcement Officer/Building Inspector

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To Appoint Asst. Codes Enforcement Officer/Building Inspector

- Bill Gilmore
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Minutes

- October 3, 2019 - COSM Special Session

October 3, 2019 - Closed Session

October 17, 2019 - COSM Regular Work & Leg Session

October 22, 2019 - Special Bid Award Session

October 30, 2019 - Special Bid Award Session

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Department Reports for October 2019

- Police Dept.

Finance - Disbursements

Budget vs Actual

Profit and Loss

Administrative

Public Works

Planning and Zoning

Marketing and Communication

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Event Permits

- - Town Use Permit Application for Hearts on Talbot, as fund raiser for St. Michaels Food Pantry, to place Hearts on utility poles along Talbot Street from January 20, to February 19, 2020
- President Boos said a vote to approve the Consent Agenda would include approval of minutes and departmental reports for October 2019, an event permit for the Hearts on Talbot fundraiser, and the appointment of Bill Gilmore as Assistant Codes Enforcement Officer for St. Michaels. As there were no changes, Commissioner Bibb made the motion to approve the Consent Agenda, Commissioner Harrod 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

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Ordinance No. 504 - Chpt 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

This ordinance was discussed on September 10th and October 17th; with Introduction by Commissioners Bibb and Boos on September 10th 2019. Now eligible for vote.

- Mrs. Warnick read the title of Ordinance No. 504 into the record as noted above. John Marrah of the St. Michaels Waterways Board provided an overview of the ordinance and the issue of lateral lines and setbacks within lateral lines. Mr. Marrah said that he and Doug Rollow of Water Street had reviewed the ordinance and made changes that clarify and simplify the calculation of lateral lines and the determination of setbacks on or near the water. Following a brief discussion, President Boos made the motion to approve Ordinance No. 504

as written. Commissioner Bibb seconded it, and the motion passed on a roll call vote of 5-0 in favor.

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- VIII.

Board and Commission Appointments

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Boards and Commissions with term expiring 12/31/19 or vacancies

- Mrs. Weisman presented the Commissioners with a list of the upcoming vacancies. Mrs. Weisman said the Town had advertised vacancies and that there were vacancies on all Town boards this year. Mrs. Weisman and President Boos encouraged anyone interested to send a letter of interest and resume to Mrs. Weisman for consideration. Mrs. Weisman said the appointments would be made at the December meeting of the Commissioners.
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- IX.

Items for Discussion

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Habitat for Humanity

- Request for Tax Abatement
- Mrs. Weisman explained that she had received a request from the Executive Director of Habitat for Humanity for tax abatement for properties under construction on Brooks Lane. Mrs. Weisman said the abatement was only for the duration of the construction and that she recommended that the Commissioners approve it. President Boos made a motion to abate taxes for the Brooks Lane properties under construction. Commissioner Bibb seconded it, and the motion passed on a roll call vote of 5-0 in favor.
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Boy Scout Cabin

- Rehab cost review
- Commissioner Bibb explained that work on the Boy Scout cabin project had taken a little longer than expected and would require an additional \$17,500.00 to finish it and allow the space to be used during the winter months. Commissioner Bibb said that while much of the work of the contractors was donated, work was dependent on their free time, which had caused delays. Commissioner Glackin suggested that the \$4,000 left over from the sidewalk fund be used to complete the cabin sidewalk and that staff would look

into areas of the budget that could free up the additional funding. Mrs. Weisman also suggested looking for additional budget funding to at least complete the electrical so there could be heat in the building. After some additional discussion, President Boos called for a motion. Commissioner Harrod made a motion to approve the \$21,500 for completion of the cabin and the sidewalk, and that the funding would come from whatever budget section was deemed appropriate by Mrs. Weisman. Commissioner Glackin seconded it and the motion passed on a roll call vote of 4-1, with Commissioner Boos voting no.

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Christmas Party

- Commissioner Bibb asked if the Town wished to fund a Christmas Party for the staff. Commissioner Bibb said he and his wife had funded a luncheon in the past two years. He suggested \$2500 from the Town budget would fund the party at the Harbor Inn for Town staff and their spouses. The general discussion did not lead to a motion either for or against.

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- X.

Commissioners Calendar

- Mrs. Weisman said she had no additional items to add to the December meeting agenda.

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- XI.

Comments from the Commissioners

- Commissioner Bibb responded to questions from Donna Hunt of E. Chew about the completion of the Boy Scout Cabin. Mike Estrella of E. Chew Avenue asked if tickets were being written based on the speed cameras on Talbot Street and would the revenue be a line item on the departmental reports. President Boos said the revenue would be on the reports. President Boos also noted for Mr. Estrella that the court case against the Town's Ethics Commission had cost over \$50,000 in taxpayer funds to date. Jim Fulton of Cherry Street, referencing the cabin, said that any renovation project can easily exceed estimates due to unforeseen problems.

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- XII.

Announcement of Future Meetings

- Nov 28-29 2018 - Office closed for Thanksgiving Holiday

December 10 2019 - COSM Work and Legislative Session

- XIII.

Adjournment

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