

MINUTES

COSM

Commissioners

COSM Working and Legislative Remote Meeting

Tuesday, May 12, 2020, 6:00 pm - 8:00 pm

Virtual Zoom Meeting

- I.

Call to Order - Pledge of Allegiance

- President Boos called to order a remote regular Working and Legislative session of the Commissioners of St. Michaels at 6:00 p.m. Present were Commissioners William Boos, Michael Bibb, Joyce Harrod, Dennis Glackin, and Jaime Windon, Town Manager Jean Weisman, Police Chief Anthony Smith, Legislative Clerk Suzanna Warnick and members of the public via internet. The Pledge of Allegiance was recited.

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- II.

Agenda Amendments

- There were no changes to the agenda.
- III.

Announcements from COSM and Staff

- Town Manager Jean Weisman reminded everyone that the new date for the Commissioners' election is Monday, July 13, 2020. Commissioner Harrod said the various food banks are doing well and the Union United Church will be having one in the school parking lot on June 6th. Mrs. Weisman said the signs with photos honoring the high school graduates will be going up this week, and Chief Smith said the "diploma pickup" for graduating seniors will be held over two days on May 14th and 15th. The Chief added that he and his officers will be managing traffic for the event. Mrs. Weisman read comments by Tad DuPont of Locust Street on the budget, Jefferson Knapp of Miles Avenue urging postponement of the town office project, and there were two comments about audio issues that were resolved.

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- IV.

Comments from the Public

- V.

Ordinances for Vote

Ordinance No. 508

- AN ORDINANCE OF THE COMMISSIONERS OF ST. MICHAELS TO SET THE TAX RATE AND ADOPT THE BUDGET FOR FISCAL YEAR 2021

Town Manager Jean Weisman read the title of Ordinance No. 508 into the record as noted above. President Boos made a motion to adopt the budget ordinance for FY 2021 as presented. Commissioner Harrod cited her reservations. Commissioner Glackin said that should the numbers not be as expected, the sidewalk repair project could be put on hold for a year. There were no additional comments. Commissioner Glackin seconded the motion, which passed on a vote of 3-2 in favor, with Commissioner Bibb and Commissioner Harrod voting no.

Ordinance No. 509 - Extension of Emergency Declaration

- AN EMERGENCY ORDINANCE DECLARING A SECOND EXTENSION OF THE STATE OF EMERGENCY IN THE TOWN OF ST. MICHAELS AS A RESULT OF COVID-19 INITIALLY DECLARED PURSUANT TO EMERGENCY ORDINANCE NO. 506 AND EXTENDED PURSUANT TO ORDINANCE NO. 507; PROVIDED THAT THE TITLE OF THIS EMERGENCY ORDINANCE SHALL BE DEEMED A FAIR SUMMARY, AND GENERALLY RELATING TO A CONTINUING STATE OF EMERGENCY IN THE TOWN OF ST. MICHAELS

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- Mrs. Weisman read the title of Ordinance No. 509 - Extension of Emergency Declaration - into the record as noted above. President Boos made a motion to adopt Ordinance No. 509 as presented. Mrs. Weisman said the extension could be relaxed pending any changes made by the Governor. Commissioner Windon seconded the motion, which then passed on a roll call vote of 5-0 in favor.

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- VI.

Consent Agenda for Minutes and Department Reports

Minutes

April 1, 2020 - COSM Emergency Session

April 14, 2020 - Budget Session

April 14, 2020 - Closed Session

April 16, 2020 - Budget Session

April 16, 2020 - Closed Session

April 29, 2020 - COSM Regular Working and Legislative Session

Department Reports

Police

Disbursements

Year to Date

Profit and Loss

Planning and Zoning

Public Works

Administrative

Marketing and Communication

- President Boos stated that the Consent Agenda included minutes and monthly reports for the month of April 2020. There were no comments or changes. 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.

Bids and Contracts

Town of St. Michaels Stormwater and Harbor Infrastructure Assessment and Flood Mitigation

- (The contract award was addressed later in the meeting, following the discussion of Recovery options). Jean Weisman explained that the bids were for the storm water, harbor assessment and flood mitigation study. Mrs. Weisman noted a grant had been awarded to St. Michaels but the Waterways board had some concern that the grant may not be enough to cover the project. Commissioner Glackin said he had reviewed the five bids and all were equally qualified, but George, Miles and Buhr was within the current budget for the more expansive Option 2 study. The Commissioners agreed to go forward with the bid award to George Miles and Buhr, but to work with the Waterways board to pursue additional grant money to do the larger scope of the grant. Commissioner Glackin made the motion to award the contract to George, Miles and Buhr in the amount of \$44,830 for the Option Number Two. Commissioner Harrod added an amendment that, should more grant money become available, the scope of work could be expanded per Option No. One of the study. Commissioner Boos seconded the amendment, which passed on a roll call vote of 5-0 in

favor. Commissioner Boos then seconded Commissioner Glackin's main motion, which also passed on a roll call vote of 5-0 in favor.

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- VIII.

Re-Opening Road to Recovery

- Commissioner Bibb opened the discussion and suggested the Town needs a plan to re-open the Town. Commissioner Harrod asked if the Town could follow the Governor's plan. Commissioner Boos suggested the Town wait for the Governor's plan announcement. Commissioner Windon did not want to over-regulate or over-think the re-opening process, and that the Town's job was to explain and interpret what the State's plan. Commissioner Bibb said plans are needed to deal with whatever surge of visitors come in once the Town opens, visitors who may not follow guidelines as they should.

President Boos said he wanted to talk about specifics and not have a general discussion. Police Chief Anthony Smith said he had had ongoing one-on-one meetings with the community to educate them on the Governor's orders to date and that the latest Governor's order leaves it up to towns to decide on individual areas to open, such as parks and parking areas.

The Commissioners agreed to have a special meeting to discuss specific aspects of opening of the Town and set Thursday, May 14th at 10:00 a.m.

Marinas

- Mrs. Weisman said the Governor's last order had opened marinas and Chief Smith said he had discussed opening with the marina owners in St. Michaels.
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Executive Order - Parks

- President Boos made a motion that St. Michaels adopt Easton's plan for opening neighborhood parks and playgrounds on Monday, May 18, 2020, giving Public Works time to sanitize and take down tape or other barriers. Commissioner Harrod seconded the motion. The motion passed on a vote of 3-2, with Commissioners Glackin and Bibb dissenting.
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Reduced Parking Requirements and Options to Accommodate Restaurant Customers

- Brought forward by Commissioner Windon
- Regarding parking, Commissioner Windon said she favored allowing restaurants to use or tent their parking areas to spread out customers as long as social

distancing is still a requirement. Commissioner Glackin and Boos said solutions should be on a case by case basis. Mrs. Weisman said when the Commission does make specific decisions, they will need to be formalized.

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Hand Sanitizer Stations

- -Brought forward by Commissioner Bibb
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- Regarding hand sanitizers, the Commissioners discussed wall-mounted sanitizers, and Commissioner Bibb made motion to purchase small portable hand sanitizers of \$100 or less. Commissioner Glackin said he thought sanitizers in the parks made sense, but did not favor putting them along Talbot Street. President Boos said he would like a specific proposal brought to the Commissioners outlining the size, cost and potential locations for the sanitizers. After some additional discussion, Commissioner Bibb agreed to provide more information for the next meeting and Commissioner Glackin wanted more information on whether the Federal Emergency Management Agency (FEMA) would provide any funding for the sanitizers. Commissioner Bibb then withdrew his motion to purchase.
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- IX.

Items for Discussion

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Police Radios

Chief Smith request for police radio for new vehicle

Chief Anthony Smith said he was researching grants for the purchase of the police radio, but in the meantime, Mrs. Weisman suggested that the radio be purchased with money from the speed camera funds. President Boos made a motion to fund the new radio in the amount of \$5600.00 with speed camera revenue. Commissioner Harrod seconded it, and the motion passed on a roll call vote of 5-0 in favor.

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How to proceed with July 13 Commissioner Election

- in-person voting or mail
- President Boos presented general guidelines on how to proceed with the election on July 13th. Mrs. Weisman reported on what information she had gathered on other Towns, noting that Easton was planning to require social distancing, allowing only about ten people in polling places at a time, and also requiring

everyone to wear masks. President Boos said the Town already has an efficient and easy absentee ballot system, which he believed could work well during the current crisis if it was expanded and advertised well. Outdoor tents to facilitate getting an absentee ballot and drive-up drop-off options were also discussed. The Commissioners were in general agreement on the process, and Mrs. Weisman said she would go forward with a formal proposal and expanded absentee and in-person options.

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- X.

Comments from the Commissioners

- Mrs. Weisman briefly discussed the options for reopening the Town's public restrooms and said she would obtain more information on the cost of portable facilities.

Mrs. Weisman read comments from the public, which included several questions about opening rest rooms, making clear the instructions for opening businesses and restaurants, trash collection, and a suggestion for drive-thru balloting.

The Commissioners agreed that public restrooms needed to be addressed at the next meeting on May 14th. Chief Smith said his Public Service Announcement (PSA) would be ready by Friday, and Mrs. Weisman agreed to see that it would be widely publicized.

Commissioners Bibb and Windon agreed to meet on May 13th at 9:00 a.m. to review proposals from businesses, which the Commissioners would then address at a full meeting on May 14th at 10:00 a.m. Technician Chris Thomas said he would donate the live stream for the May 13th meeting.

- XI.

Calendaring

- XII.

Announcement of Future Meetings

- June 9 2020 - 6:00 pm - Virtual Zoom Meeting for COSM Regular Work and Legislative Session

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- XIII.

Adjournment

- The meeting was adjourned at 8:15 p.m.