

MINUTES

COSM

Commissioners

COSM Work Remote Session

Tuesday, November 10, 2020, 6:00 pm - 8:00 pm

Virtual Remote Meeting

- I.

Call to Order - Pledge of Allegiance

- President Bibb called to order a remote working session of the Commissioners of St. Michaels at 6:00 p.m. Also present were Commissioners Tad duPont, Joyce Harrod, Jaime Windon, and David Breimhurst, Town Manager Jean Weisman, Police Chief Anthony Smith, Public Works Director Jeff Richardson, Legislative Clerk Suzanna Warnick, Meeting Coordinator Kim Weller and approximately 19 members of the public. The Pledge of Allegiance was recited.

II. Agenda Amendments

There were no amendments to the agenda.

III. Announcements from COSM and Staff

- President Bibb called for announcements. Commissioner duPont thanked Jeff Richardson and Public Works for installing the guardrail in Muskrat Park. Commissioner Breimhurst thanked Public Works for keeping the public restrooms clean and sanitized for visitors. President Bibb said that the Governor had spoken earlier in the day in light of the increases in Covid-19. President Bibb said the Governor ordered restaurants to reduce capacity again to 50%, that carry-out liquor must be sold in sealed containers only, and that State employees are back to tele-work only. Mrs. Weisman noted that Talbot County was best in the State for negative Covid-19 cases and hospitalizations. Chief Smith said that there were many visitors in St. Michaels this weekend and people were generally good about observing social distancing and mandatory masking. President Bibb suggested that the Town stock up on supplies of masks, sanitizer, etc. so that the Town could be prepared for the winter.

IV. Comments from the Public

There were no comments.

V. Special Presentations and Announcements

- Chesapeake Bay Maritime Museum Economic Report

- Kristen Greenaway, President

Kristin Greenaway, President of the Chesapeake Bay Maritime Museum, provided an update on the Museum's ongoing programs and activities and responded to Commissioners' questions.

- St. Michaels Rotary

Discussion of Community Project

- Commissioner Windon introduced Thomas Roesel and Bernie Grove of the Rotary Club, noting the club's interest in helping with the extension of the Nature Trail to the Ball Field. Mrs. Weisman said the Rotary Club was key to the development of the initial Nature Trail, which currently extends through town to the Clinton Bradley Park at Railroad Avenue. Mr. Grove said the Rotary Club was seeking support from the Commissioners to go forward with the trail extension. President Bibb said the Town would also pursue whatever State funding was available. All the Commissioners said they were in favor of the project. Mrs. Weisman added that environmental issues would need to be addressed for the extension. Mr. Grove agreed and said that he hoped a solution was possible through mitigation. Commissioner Windon thanked Mr. Roesel and Mr. Grove for their time and interest.

- FY21 Budget Review

- Commissioner duPont opened the budget review, noting that the Town had received \$51,000 in amusement taxes from July-October. Commissioner duPont said the accommodations tax had not come in yet, but he expected that the number would be near expectations. Commissioner duPont said that Town had spent more on trash pickup since the same month last year due to the additional visitors to Town, but that recycling had gone down. He said he had no explanation for that, other than perhaps people are not being as conscientious as they once were. Weisman said that recycling was a flat fee per unit, so that it could be a matter of when bills were paid. Commissioner duPont also addressed salaries in the police department and reiterated that interest on the Town's money was not being maximized.

VI. Consent Agenda for Minutes, Department Reports and Event Permits; to extend Official Appointment for Planning and Zoning/Codes Enforcement Officer, and Assistant Codes Enforcement Officer/Building Inspector

- Minutes

- October 28, 2020 - COSM Legislative Session

Department Reports
Police
Disbursements
Year to Date
Profit and Loss
Planning and Zoning
Public Works
Administrative
Marketing and Communication

Event Permits

- Hearts on Talbot

Public Event Sign Permit for Hearts on Talbot, to benefit the St. Michaels Food Pantry, approx. 200 red wooden hearts on utility poles from 1/18/2021 to 2/16/21

- President Bibb said the Consent Agenda consisted of meeting minutes and departmental reports for the month of October 2020, as well as an event sign permit application for the Hearts on Talbot program.

- Official appointments for Planning and Zoning

- - Official appointment for Planning and Zoning/Codes Enforcement Officer to Kymberly Kudla;

- Official appointment for Assistant Codes Enforcement Officer/Building Inspector to Bill Gilmore

Commissioner Breimhurst questioned the appointment of the zoning officer and assistant zoning officer. Mrs. Weisman said the appointments had been part of the Code in the past but that this procedure had been deleted from the new updated code and she removed this item from the agenda.

Commissioner Breimhurst also questioned the duties of the Codes Enforcement Officer and suggested that there should be stronger enforcement to prevent contractors working without permits. Mrs. Weisman said she would discuss the matter with Chief Smith.

There were no further questions or concerns regarding the Consent Agenda. Commissioner duPont made the motion to approve the Consent Agenda as presented. Commissioner Breimhurst seconded it and the motion passed on a roll call vote of 5-0 in favor.

VII. Bids and Contracts

HVAC Air purification system and exhaust fans for the St. Michaels Town Office

- Mrs. Weisman said there were no official bids for the HVAC system for the Town Office, and that the one contractor who was interested in bidding did not realize a sealed bid was required. Mrs. Weisman said in this situation, the Commissioners can negotiate what they want to do. President Bibb asked if that meant the Commissioners could accept the estimate bid from the original contractor - Total Home Performance. Mrs. Weisman said yes.

Commissioner Breimhurst made motion to accept the bid from Total Home Performance. Commissioner Harrod seconded the motion, and the motion passed on a roll call vote of 5-0 in favor.

Mill and Overlay - 1750+/- square feet - on Green Street in the Town of St. Michaels

Mrs. Weisman said two bids were received for the Green Street mill and overlay. She said the low bid was from R.L. Ewing in the amount of \$7,390.00, and that staff was recommending acceptance of their bid based on the quality and reliability of past work for the Town. Mrs. Weisman added that \$7500.00 had been budgeted by Public Works for the project for this year.

Commissioner duPont said he objected to this project, noting that the Green Street Road had been traditionally a clam shell driveway and there were environmental issues that could result from paving. Commissioner duPont said that he had talked to two of the residents of the street who are also against the project. Commissioner Windon said the Commissioners and the Town had received a number of emails opposing paving. Public Works Director Jeff Richardson said the Town could do repairs on that section instead of mill and overlay. Commissioner Breimhurst asked if the section could be graded and then have the potholes filled with stone or shells. Commissioner duPont said the traffic on Green Street was minimal, and the clam shells pack well, last a long time, are reasonably pervious, and are consistent with the heritage of the Town.

After some additional discussion, the Commissioners agreed to have Public Works look into the cost and probability of using clam shells as an alternative to asphalt and press them into a tack surface, as long as it does not cost more than the low bid. Commissioner duPont made a motion to accept Jeff Richardson's solution of clam shells over tack for the full 10' x 175' driveway provided that the cost does not exceed the low bid. Commissioner Harrod seconded it, and the motion passed on a roll call vote of 5-0 in favor.

VIII. Items for Discussion Boards and Commissions

- Boards and Commissions with terms expiring Dec 31 2020 or vacancies

President Bibb said there were vacancies on a number of the Town's boards with terms that expire on December 31, 2020. Mrs. Weisman said that letters had gone out to current members and to those whose terms are expiring. Mrs. Weisman encouraged interested people to submit applications and noted that Chapter 98 of the Code regarding Boards and Commissions was on the Town's website and the vacancies had been advertised in the newspaper, at the Post Office, and on the library bulletin board. Mrs. Weisman said the Commissioners will make appointments and re-appointments to the Town's boards at their December 9th meeting.

St Michaels Running Festival

-transfer of permit to Charm City

President Bibb said that, as requested by the Commissioners, Charm City Run had submitted its own application for the St. Michaels Running Festival for 2021 and he called for any comments. Commissioner duPont suggested that the size of the charitable donation Charm City gives back to the Town should be greater. Peter Paris, former owner of the running festival business, and current owner Josh Levinson answered questions from the Commissioners.

President Bibb said that Charm City Run had done everything he had asked them to do and he then made a motion to accept the application. Commissioners Windon and Harrod seconded it, and the motion passed on a roll call vote of 5-0 in favor.

License and Use Agreement between Commissioners of St Michaels and Boy Scouts of America

President Bibb and Commissioner duPont said they wished to remove the words "temporary" and "conditional" from the agreement and the word "licensing" should be replaced with "leasing," because the Town is leasing the building to the Scouts, and to others, under certain lease terms. The Commissioners agreed that the Scouts should feel comfortable that the updated cabin would continue as their traditional home, and that the draft should be re-written to reflect a leasing arrangement for the scouts and other leasees.

Don Richardson, current treasurer of the Boy Scout Troop and Town Manager of Easton, offered to help re-draft the agreement as a lease agreement, and he thanked the Town for all it has done to rehabilitate the scout building. Mrs. Weisman accepted Mr. Don Richardson's offer to help re-draft of the agreement.

IX. Comments from the Public

Marion Brown of Water Street said she had concerns about the number of people that would come for the Running Festival this year in light of the Covid situation. Commissioner Harrod said that any previous discussions of the event have included the Governor's latest pronouncements regarding the Covid situation.

Chief Anthony Smith said he received the Governor's most recent announcements for law enforcement, which he said included an order that all citizens "should" refrain from attending private or public indoor gatherings of more than 25 people in one location, and to continue the practice of social distancing. Chief Smith said the Town has the option to make the restrictions tighter, for example, changing "should" to "shall" or making other adjustments as it deemed necessary.

- Doug Rollow praised the Commissioners for the remote meetings saying he found them very helpful.

X. Comments from the Commissioners

Commissioner Harrod thanked and praised everyone for helping to make the community safe and clean.

President Bibb said the Town may need to adjust its emergency order to make it more restrictive given the increases in Covid-19 cases and the Governor's directives.

Commissioner duPont reminded everyone that the budget still needs to be cut 10% in each department.

President Bibb said the Governor mentioned that there is still Cares Act money available and there are 50 days remaining to apply for the funding. Mrs. Weisman said she would look into it.

XI. Calendaring

- The Commissioners discussed agenda items for their meetings on November 24th and December 9, 2020. The Commissioners also discussed planting a Christmas Tree for the holidays on the Boundary Lane Property using tree credits from the Town. The tree would have decorations purchased and/or donated. Commissioner Breimhurst made the motion to plant a 18-ft Norway spruce tree on the Boundary Lane property and seek donations for decorations. Commissioner duPont seconded it. Commissioner Windon suggested that St. Michaels in Bloom be consulted regarding decorations and Marion Brown of Water Street volunteered that organization to help. The motion then passed on a roll call vote of 5-0 in favor.

Mrs. Weisman said she would pursue a determination of the number of children who might be attending an outdoor tree decorating ceremony in Muskrat Park and whether the event was possible given the new Covid restrictions.

XII. Announcement of Future Meetings

- November 24 2020 - 6:00 pm - Virtual Zoom Meeting for COSM Legislative Session
- November 26-27 - Town Office closed for Thanksgiving Holiday

Future meetings are as noted above.

XIII. Adjournment

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