

COUNCIL OF TRAPPE MINUTES

TRAPPE TOWN HALL

JULY 6, 2011

7:30 P.M.

The regular business meeting of the Council of Trappe was called to order by President Croswell at 7:30 p.m. Commissioners Richard Dorbin, Rose Potter, Walter Chase and Shawn Moore were present. Commissioner Potter led the Pledge of Allegiance.

Amendment to the Agenda: There were no changes to the agenda.

Presentation of the Minutes: Commissioner Potter made a motion that the June 1, 2011 minutes be approved as presented. Commissioner Chase seconded the motion. All were in favor.

Financial Statement: Financial statement has been submitted for review.

Clerk's Report: Town Clerk : Joedy Cecil, Town Clerk, submitted a copy of the financial report which is included in the minutes.

COMMITTEE REPORTS:

Executive Session Held: The Council of Trappe met in an Executive Session to discuss personnel and a real estate matter. Commissioners Chase, Potter, Dorbin, Moore, Croswell and Attorney Booth were present.

Public Safety: Commissioner Chase: Commissioner Chase suggested that Chief Ball attend the Maryland Chief of Police training in September. We will discuss at the August meeting. Chief Ball continued to give his monthly report and asked that the Halloween date be set. The date was set for Saturday, October 29th. Chief Ball stated that the Talbot County Task Force inquired if the town would be the seize and authority for the Talbot County, which would mean all monies collected would have to go into a separate holding account which would need to be set up until the money is returned or forfeited. We would just be considered the agents for the County. Commissioner Chase suggested that before this is done we would need to see an agreement in writing; it was tabled until the August meeting.

WWTP Report: Steve Callahan: Commissioner Croswell gave the report of a tremendous amount of repairs this month on the pumping stations. The pumping station on the south end of Trappe dates back to 1974 -75 and is worn out. The money spent for repairs could have replaced the pumps. Newer pumps do not have to be pulled they just slide in and out which saves a lot of money when repairs are needed. Commissioner Croswell suggested a proposal to get pricing on new pumps and new rail. There were two pumps down at the same time which

causes more problems trying to get them both going again and having an extra pump ready to be used.

Planning & Zoning: Jennifer Shull: Ms. Shull attended the MML convention in Ocean City and enclosed her report in the minutes, stating that there will be a fall conference in Western Maryland which would be one to three days long; she suggested that this would be a nice opportunity for Council Members to try to attend.

The next Planning Meeting will be on Tuesday, July 19th.

Ms. Shull said that there were eight properties being monitored for grass cutting in the town and everything was under control.

Parks and Recreation: Commissioner Potter: Commissioner Potter said that the canopy at Lakeview has not been repaired, due to the fact that they have been so busy at the wastewater treatment plant unable to spare the time right now.

Commissioner Potter said that she is working with Chief Ball to have the leaves removed with people in need of community hours.

Communications: President Crowell: President Crowell said that Talbot County Highway Department is planning to trim the trees on Barber Road in the next couple of weeks.

Ethics Board: President Crowell: President Crowell stated that we received a letter of resignation from the Ethics Board.

We now have an opening on the Ethics Board which would be to fill out the unexpired term. If anyone is interested we would like to know by August 1st.

ATTORNEY UPDATE: Brynja Booth: Ms. Booth said that it will be later in the agenda.

TRAPPE TOBERFEST UPDATE: - Jennifer Shull: Ms. Shull stated that the Trappe-toberFEST will be on Saturday, October 1st and will be in the rear of the Veteran's Park. She invited anyone interested to please let her know; we are in need of volunteers.

BUSINESS BEFORE THE COUNCIL

NEW BOARD MEMBERS: President Crowell: President Crowell swore in members of the different boards.

Planning Commission: Norm Fegel and Bobby Quidas were sworn in by President Crowell.

Election Supervisors: Mary Wilson, Christine Routzahn, Carol Lange and Rev. David Hackett were sworn in as Election Supervisors by President Crowell.

Trappe Ethics Commission: Nancy Dunn to fill out the term of Carol Lange, Elizabeth Ferguson and Nathaniel Pierce. There is still a vacancy on the Ethics Board.

TOWN CODE AMENDMENT QUESTION: President Crowell stated that it was discussed several meetings ago if the town should allow builders to defer payment of water and sewer connection and capacity fees until services are connected rather than requiring payment in full at

the time of the building permit being issued. President Croswell said that there has been no interest since the meeting and our town attorney has done some research along with Commissioner Moore. Commissioner Moore stated that he has had no public input. President Croswell said if there are no objections we will just let it lie.

TRAPPE LIONS CLUB - CONCESSION STAND: President Croswell stated that Talbot County Parks and Recreation could not be here tonight and that the concession stand did not belong to the Town but to Talbot County and suggested that the Lions Club should meet with them concerning the concession stand.

Skip Marvel representing the Trappe Lions Club apologized that they had not realized that it had been decided by the Council and Talbot County Parks and Recreation to tear down the concession stand. [The decision to tear down the building was made by Talbot Co.] He stated that the Lions Club did not want to see it torn down since they had built it over 30 years ago and felt that there were times when the community used it for different functions. The Lions Club has enough volunteers to completely rebuild it with windows, doors, painting and installing lights if needed. Mr. Marvel presented a list with more than 100 names of people feel the need to keep it and make the repairs needed. Mr. Marvel stated that the Lions Club is willing to do whatever needs to be done.

President Croswell said that the main reason for the demolition was to stop the vandalism, racial graffiti and security problems and that any future plans for this building should adequately address these concerns. Commissioner Dorbin felt that motion lights would help. Commissioner Potter asked what the Lions Clubs plan for security is at the park. Drake Ferguson gave a lengthy discussion on the plans that have been made.

President Croswell and Commissioner Dorbin felt that the Lions Club should have a meeting with the Talbot County Parks Advisory Board since the property belongs to them. All of the Council was in favor of keeping the concession stand if this is what the community wants and Talbot County agrees.

OPEN SPACE DIAMOND STREET: The Town had received an inquiry from an adjoining property owner regarding a small area of open space behind his home on Diamond Street. The resident stated maintenance by the town had been intermittent over the years and that he would be interested in acquiring the parcel. Ms Shull and Attorney Booth investigated, and determined that the open space belongs to the town. President Croswell stated the matter was referred to the Planning Commission in June for their recommendation.

After discussion Attorney Booth suggested that the town consider conveying the parcel to the residents next to the property if it is determined to serve no public purpose. This would involve preparation of an ordinance with deed attached and a public hearing. Access to the existing stormdrain would need to be retained by the town.

President Croswell stated that contact would be made with the adjoining property owners to determine their interest once the cost of transfer was determined. Discussion on who should absorb the expense. Commissioner Dorbin recommended that those receiving the property share in the cost.

Attorney Booth was authorized to go ahead with drafting the ordinance for consideration in August.

BACKFLOW PREVENTION TESTING: President Croswell defined backflow prevention devices and the protection they offer the municipal water supply system from contamination. Several buildings in town, often those with fire suppression systems, and three owned by the town have backflow prevention devices that are required to be inspected and tested. President Croswell presented a proposal from Hydro Designs, Inc., to test all six of the devices, and certify they are working correctly. The cost would not exceed \$2,000.00 to test all six. President Croswell suggested that the town pick up the initial testing expense, and that property owners would pick up the expense annually thereafter. If any repairs are determined to be needed these would also be the responsibility of the owners. Commissioner Dorbin asked for confirmation that this would be an enterprise expense.

Motion by Commissioner Potter to accept the proposal from Hydro Designs, Inc. to inspect the backflow prevention devices. Commissioner Dorbin seconded the motion.

Vote:

Potter-Yes Dorbin-Yes Croswell-Yes Chase-Yes Moore-Yes

Employee Uniform Policy: President Croswell stated that we have budgeted \$500.00 for uniforms in the new budget. It was suggested by Commissioner Dorbin that we let Steve handle the purchase of uniforms for the wastewater treatment plant employees. The Council agreed to provide \$250.00 for each employee at the Wastewater treatment plant and to also provide \$250 for the Police Chief from the public safety budget. The decision was by unanimous consent.

Proposal to change Town office hours:

President Croswell said that it has been suggested to close the office on Friday afternoon instead of Wednesday which would help reduce cost of heating and air condition. Commissioner Potter felt this was a wonderful idea. The office will close starting next week on Friday afternoons at 12:30 p.m. We will re evaluate for the fall. The decision was by unanimous consent.

Executive Session:

Motion was made to go to Executive Session by Commissioner Dorbin and Seconded by Commissioner Moore to consider a personnel matter and to obtain legal advice pertaining to possible part-time police officer, and also to discuss an unrelated contract negotiation and legal advice.

Vote:

Dorbin – Y Potter – Y Crosswell – Y Chase – Y Moore – Y

The Public Session was reconvened at 9:58 p.m.

President Crosswell announced that there were no final decisions made at the Executive Session. There will be an Executive Session on the 27th of July at 5:00 p.m. to consider the matters further.

President Crosswell stated that we need to decide whether to authorize using the general revenue funds to fund the part time Police Officer until the Redspeed funding comes in. Commissioner – Walter Chase made a motion to approve using \$9,000.00 of general revenue funds to fund a part-time police officer. The motion was seconded by Commissioner Potter.

Vote:

Dorbin – Y Potter – Y Crosswell – Y Chase – Y Moore – Y

Motion to adjourn the meeting was made by Commissioner Chase and seconded by Commissioner Dorbin.

The meeting was adjourned at 10:00 p.m.

Respectfully Submitted:

Joedy Cecil, Clerk

Approved: Robert Crosswell, President

COUNCIL OF TRAPPE

SUMMARY MINUTES OF EXECUTIVE SESSION

July 6, 2011

The Council of Trappe convened an executive session on July 6, 2011 at 9:05 p.m. at the Town office to discuss a personnel matter, to consult with counsel to obtain legal advice, and to discuss a potential real estate acquisition. The persons present were Walter Chase, Shawn Moore, Robert Croswell, Richard Dorbin, Rose Potter, Brynja M. Booth and George Ball (Chief Ball was present until (9:30 p.m.)

Chief Ball stated that he would like the Council to extend an offer of part-time employment to an individual with police experience. There was general discussion about the individual's qualifications and police experience and whether the Town needed a second police officer. The Council agreed to meet with the individual on July 27th for an interview.

Mr. Croswell stated that he had been approached about whether the Council would be interested in acquiring the duplex property on Sullivan Street behind the Town office. Mrs. Booth stated that she had spoken to Butch Townsend at the Bank. If there was interest by the Council in pursuing a potential offer, she would proceed with finding out the options in terms of financing. She recommended that they proceed with having the bank get an appraisal to set the value upon which an offer could be made. The Council's consensus was for Mrs. Booth to get the bank to appraise the property and to explore the possibility of making an offer.

There being no further matters to consider, the executive session was concluded at 9:55 p.m.



Robert H. Croswell

COUNCIL OF TRAPPE

SUMMARY MINUTES OF EXECUTIVE SESSION

July 27, 2011

The Council of Trappe convened an executive session on July 27, 2011 at 5:07 p.m. Persons in attendance were Robert Croswell, Walter Chase, Shawn Moore, Rose Potter, George Ball and a subject to be interviewed for possible employment. George Ball and the subject left the meeting at 5:44 p.m. The meeting was held at the Trappe Town office.

The purpose of the meeting was to discuss an application for employment as a part-time police officer and decide whether to make an offer of employment. The purpose of the meeting was also to discuss an appraisal of real property being considered for purchase and to decide whether to direct the Town Attorney to prepare an offer to present to the property owner.

The commissioners interviewed the subject and after questioning by the commissioners the subject was given an opportunity to ask questions and add any additional information. Chief Ball and the subject then left the meeting room at 5:44 p.m.

The commissioners discussed at some length whether an additional officer is needed at this time, what the cost to the town would be, and how the position would be funded considering the Red-Speed speed camera installation has been delayed.

A motion to offer employment to the subject on a part-time "on call" trial basis was made. The motion was approved by a majority of the commissioners present. After the vote was recorded, one commissioner was uncomfortable with the decision and made a motion to reverse the previous decision. The motion failed with two commissioners voting YES and two voting NO. There being no majority consensus among the commissioners and no way to break the tie vote, President Croswell declared that the decision is no decision. The matter will be reconsidered August 3rd when all five commissioners are present.

President Croswell presented a real property appraisal that was done for a property being considered for purchase by the Town. President Croswell advised that The Talbot Bank had been contacted about financing the purchase and that a determination would be made at the directors meeting on July 28, 2011 regarding the amount that could be financed and the interest rate that would apply.

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The Commissioners discussed the matter. A motion was made to direct the Town Attorney to prepare an offer of \$90,000 for the property in question contingent upon The Talbot Bank offering financing terms that are acceptable to the town. The motion was approved by a majority of the commissioners present.

There being no further business, the meeting adjourned at 6:55 p.m.



Robert H. Croswell

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