

TOWN MEETING MINUTES

January 5, 2005

7:30 p.m.

Trappe Town Hall

The regular Town meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Edgar Harrison, Norm Fegel, Walter Chase and Danny Adams were present. Everyone stood and recited the Pledge of Allegiance. The December minutes were read and accepted as presented. The December financial statement was accepted as presented.

EXECUTIVE SESSION: December 1, 2004

There was an Executive Session on December 1, 2004 at 8:45 p.m. Council members present were: Cheryl Lewis, Edgar Harrison, Walter Chase, Danny Adams and Norm Fegel. Town attorneys present were Brynja Booth and Dave Thompson. The meeting was for legal advice.

EXECUTIVE SESSION: December 7, 2004

There was an Executive Session on December 7, 2004 at 6:30 p.m. Council members present were: Cheryl Lewis, Edgar Harrison, Walter Chase, Danny Adams and Norm Fegel. Brynja Booth and Dave Thompson Town attorneys present were for legal consultation.

EXECUTIVE SESSION: December 20, 2004

There was an Executive Session on December 20, 2004 at 5:00 p.m. Council members present were: Cheryl Lewis, Edgar Harrison, Walter Chase and Norm Fegel. Mr. Dave Thompson, Town attorney was present. The meeting was for legal advice.

President Lewis told the Council that we have been very popular lately in the local paper. We received a very prestigious award from the Maryland Department of Planning the Vision Award for Government Innovation, on December 20, 2004. We were one out of ten groups to win an award and Trappe's was the only one for Government Innovation. It was not just a simple Zoning Ordinance thrown together there was a lot of work put into this. The Planned Neighborhood Zoning Ordinance lays out when an annexation comes into town how they will present it and develop it. We have created an ordinance that involves the whole town in building a village. President Lewis quoted Secretary Scott as saying: "it is good to see that what we think about talk about plan for up at the State level is actually happening in our communities".

President Lewis said that another issue mentioned in the paper consisted of our water and sewer subsidiary plan. Basically we submitted a small plan to the County that added in the east side annexation area. The Council wanted everyone to know just what is

happening. The Council still feels that the Trappe East project is in the Town's best interest. We understand that the County Council does not agree but they have their own issues to deal with. President Lewis said we just wanted everyone to know that some of the articles that they are printing in the paper are misstatements about our sewer system; we have been misrepresented in the paper. We are not over our capacity at the plant, we are only using 66% of our capacity and pumping 130,000 gallons per day on average this has not affected our capacity.

Mr. Alspach has said that we cannot pay our debts which is incorrect we are paying our debts and on time, and we are the most up to date wastewater system in the County with the most strict discharge permit. We are in compliance with the State of Maryland and we ask you to remember one thing with the County actions speak louder than words; they say they are working with us and behind us, so please watch. The County member's actions speak louder than words look behind the words and look at their actions. President Lewis stated "The Town of Trappe will be moving forward."

OLD BUSINESS:

AMENDMENT TO THE TRAPPE SIGN ORDINANCE:

Mr. Hall explained that when reviewing the Design Standards Mr. Haring brought up the question of the size of a sign for a professional office can only be 4 ft according to our Ordinance, but a home occupational sign can be 6ft. His feeling was that this did not seem proper. Mr. Harrison said that he felt the same way; we need to look into making an amendment to our Ordinance. Everyone agreed.

HERITAGE AREA MANAGEMENT PLAN:

President Lewis recommended that we just conclude that we are not going to act on the Heritage Area Plan at this time. Mr. Harrison said that other towns are making recommendations let's wait and see what they come back with. Everyone agreed. Mr. Harrison did not want to give up on the Heritage Area Management Plan completely and everyone seemed to agree. President Lewis said that Mr. Hall will give them our response tomorrow. President Lewis stated that we have not even seen a full final draft of the Heritage Plan.

STREET SPECS MR. ADAMS:

Mr. Adams said that we have the streets under review now to see where we need repairs. He also stated that I have a copy of the street specs from Easton and I would like to have the Boca review and Planning Commission to review before bringing to the Council. We will then put out for bids where needed.

PRESIDENT LEWIS: - Harrison Circle

President Lewis stated that someone had mentioned to her that on Harrison Circle the speed limit was 25 miles per hour and it was stated that you cannot drive 25 miles per hour around Lakeview, but in LaTrappe Heights you can. Murray's Lane is another street where 25 miles per hour is the speed limit. There are a lot of children playing in these neighborhoods, how safe is it for the children. Should we be lowering the speed limit at these roads to 15 miles per hour. We have already put a sign back up on Harrison Circle that says "Caution Children at Play." Mr. Harrison suggested having the State Highway or State Police do a traffic survey. Mr. Chase felt that we should do something about the matter.

President Lewis asked Mr. Hall to check on this and asked Mr. Harrison to present the issue to the Planning Commission. Mr. Bud Reid suggested that we place speed bumps or something to knock down the speed because signs will not do the job. We really need to consider this as a town issue, people drive thru the town at a very high rate of speed. Mr. Reid felt that speed bumps here and there would slow them up. Mr. Hall stated that while working on the Village Redevelopment Area we have planned for this problem, and it is in our Design Standard Brochure. Mr. Harrison stated that the traffic code provides a standard for these neighborhoods. If we want to go below that it is good to have some engineering justification to do that. Harrison Circle is so congested that 25 miles per hour is a little high, but we need to follow thru on this. We will give the street Design Standards to the Planning and Zoning Board and the Boca Review Board to review. President Lewis talked with the State Highway and they suggested maybe putting in a speed cable or sign showing the public what speed they are traveling on Main Street.

President Lewis also said that the moped rider is back up and running, please call the Sheriff's office if you see him running through the streets again.

ATLANTIC BROADBAND:

President Lewis stated that the town had received a letter from Atlantic Broadband informing us that we will have high-speed internet by June in our area. Atlantic Broadband has spent close to a million dollars on upgrading. They have hired 17 more employees to help with service on some of the issues that we had complaints on. There will be a price increase on February 8th; President Lewis explained the price changes and who would be affected by the change and their new packages. On February 8th they will be restructuring the channel positions.

FARMS LANE DAMAGED CULVERT – MR. BRIGERMAN

The culvert that was damaged on Farms Lane will be repaired tomorrow by the State Highway Administration.

BUD REID’S PROPERTY – SEWER LINE:

Mr. Adams stated that we have put this out for bids and the problem was that we thought this had already been taken care of so we hope to have it taken care of in the near future.

TONYA PRITCHETT – SIGN AT MURRAY’S LANE

Ms. Pritchett said we still do not have our sign at Murray’s Lane. President Lewis explained that the signs have been ordered.

NEW BUSINESS:

President Lewis told the Council that we have a computer issue with the water and sewer billing computer. I just wanted everyone to know that at any day it may need some emergency service, and I am working on the budget to see if we can afford to upgrade. This will cost approximately two to three thousand dollars.

Motion was made by Com. Harrison to approve a replacement of the computer hardware for the billing clerk. Motion was second by Com. Chase.

Vote: Adams – Y Lewis – Y Harrison – Y Chase – Y Fegel – Y

PRELIMINARY PUD FOR LYONS FARM:

President Lewis stated that they are here tonight to present their concept plan which is the first step in the Planned Neighborhood zoning ordinance.

Mr. Barry Griffith from Lane Engineering, representing Caruso Oden, LLC the developer for the Lyons property and Mr. Bob Karen’s, partner and Mr. Michaels Lyons, presented a concept plan for the property. The property is the Castle Racket Farm. This is the first step of a very long approval process for the town. We are applying for a PUD approval which is required by the town for a Planned Neighborhood Development.

We have to go thru a rezoning process to get the floating zone applied since this is what your comprehensive plan requires. The site is located at the Northwest part of the town on Old Trappe Road and MD 565 and consists of approximately 175 acres 2 ½ acres of which are not included in the annexation. A small area along Old Trappe Road is left out to avoid an enclave issue or an issue of creating an island of County land in town limits to comply with the annexation law. There will be approximately 172 acres in the development site. The site is located in the town’s designated growth area and included in the County’s Comprehensive Plan as a development area. The County acknowledges that this property has been looked at for future town scale development. Some of the adjacent land uses to put in context are the Trappe Town Houses, White Marsh Elementary School along Old Trappe Road, some lots, some wooded area and some houses on various size lots. Residential lots, agricultural lots and some features of the site we look at for the existing conditions of the land. There are 18 acres of woodlands on the western side. There is an existing farm house on the site. The balance of the property is in existing farmland. There are some very good soils on the property and an

intermittent stream. Mr. Griffith continued to describe the density and the type of soil that they are dealing with in basing their zoning calculations and what the town requires for density. He also described the open space requirement and how much the property has.

He then described the general concept plan designed as a hybrid traditional neighborhood. Describing just what the development will look like with a lot of connectivity to all of the roads. He then continued to describe the streets and how they will be used in the development, their sizes and their adequacy. Concept is to downsize the streets.

He then described how the streets would be fronting to the public street. You will not see the backside of the houses from the street. The Main Street will connect directly to the core of the neighborhood, a boulevard road.

We will have a 150 ft. buffer from the forested areas used for open space, storm water management, and for the required buffer for the Delmarva fox squirrel. There will be 69 acres of Open Space and 50 acres actually useable and accessible, 18 acres of forest area. A 5000 sq. ft. Community Center and shop for convenience needs, such as milk, coffee, etc., or used for town meetings, community meetings, etc. The existing house may stay or may be removed. There is also open space for a town Gateway Park which will be dedicated to the town for recreational uses. There has been some mention of a public library in the area and Mr. Griffith showed where this could be located in the development. Mr. Griffith then described how these areas would be lotted out showing the higher density of the property closer to town and lower density on the edges of the site. There will be a mix of 3 different housing units.

79% of this will be single family homes.

5% 2 family attached – duplexes

16% Town houses – 72 houses

The town homes are all rear loaded units with alley ways behind them with on street parking. The garage access is behind each unit with an alley way to the units. The sizes will be 22x32 ft. wide units 100 ft. deep with the two family units located on corners or ends, which will look like larger single family homes. There will be 119 detached single family homes alley loaded 50X60 ft. wide house and 36x50 ft. wide, 248 detached single family houses known as frontloaded that will not have alley access. The garage and entrance will be in front or on the side.

Mr. Griffith continued to explain the community context of the project and how it is proposed relating to the rest of the Town – connecting pedestrian sidewalks to the school and the Homerun Baker Park. We have discussed with the School Board the traffic circle – intersection to relieve the traffic on Lovers Lane where the children are dropped off since there seems to be such a problem with the area and how to slow people down. We have proposed to extend the storage lane to eliminate the backup on Lovers Lane.

We know we are going to have to pay for and make improvements to the town wastewater system, the county school system and the impact fees.

Mr. Karens reiterated the improvements within the circle of the Trappe Gateway Park would be a very calming devise to slow people down, this would be a landmark. He then thanked the town for letting them make their presentation tonight.

President Lewis asked if anyone had any questions or anything to add. She suggested passing this on to Mr. Hall for review and then report back to us in the February meeting.

Com. Chase asked what the units would cost. Mr. Karens said approximately \$200,000 to \$400,000 or \$500,000. There will be a variety of prices.

Ms. Jeannie Kelly asked how many units altogether. Mr. Karens said approximately 463 the maximum is 600, we plan to have 463.

President Lewis mentioned the impact fees referring back to Mr. Kollinger's carton which she felt was very appropriate. We agree there are impacts and they need to be addressed. We have worked on this and we pushed to get some factors in the impact fees that we felt would benefit the towns and these developments. If we approve something in our town the developer could not go to the County and ask to use the impact fee on their streets. We fought to get this feature changed so that you can ask for credit. We see some relief in the impact fee in which we fought to get the changes. It does address schools, streets, County facilities, County Parks and Rec. It is a better impact fee than what it started out to be. All the money in Trappe could basically be put in Wye Mills and not even used in Trappe. But some of this has changed and we could maybe get some of this money for us. We will be getting from the County some money that is taken from our developer spent around our municipality; this is not the way it began.

FINANCIAL STATEMENT FOR THE YEAR:

President Lewis explained that our new accountant gave us the report and I am giving you a copy of the real financial statement to review. We need to sign and submit for the year end audit. They have recommended that we review the budget every six months. We have already planned to do this if needed so that we may make budget adjustments if needed. There was a short discussion on the budget for the general account.

ANNOUNCEMENTS:

January 12th Planning Meeting at 7:30 p.m.
January 17th Town Office Closed Martin Luther King Day
January 17th Martin Luther King Breakfast
January 19th Planning Commission Meeting
January 22nd Trappe Fire House Dinner at 5:00 till - Meatloaf
January 28th Special Trash pickup and Christmas tree pickup

Local Youth Christian Retreat in Ocean City this weekend.

PASTOR HACKETT:

Pastor Hackett would like to thank everyone in the community for participating in the Caroling for Christmas.

President Lewis also wanted to thank the Trappe Fire Company for bringing Santa around to the houses. There have been a lot of good comments on the Christmas Decorations.

Pastor Hackett dismissed with prayer.
The meeting was adjourned at 9:15 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved by:

Cheryl Lewis, President

TOWN MEETING MINUTES

February 2, 2005

7:30 p.m.

Trappe Town Hall

The regular town meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Edgar Harrison, Norm Fegel, Walter Chase and Danny Adams were present. Everyone stood and recited the Pledge of Allegiance. The January minutes were read and accepted as presented. The January financial statement was accepted as presented.

OLD BUSINESS:

STREET SPECS MR. ADAMS:

Mr. Adams said that the Boca Review Board now has the plans for review.

PUD Plan Review for Lyons Farm – Mr. Hall

Mr. Hall stated that he had met with the developer and the planner and that they will be back in March with some design revisions.

Mrs. Dyer from Delahay Drive spoke representing herself and neighbors and asked that the developer of the Lyons Farm please consider the density in the new development next to their property. She requested that there be similar density on the outside edge facing their homes and that there also be 200 ft. of trees planted as a buffer. Ms. Kelly her neighbor also agreed.

Mr. Barry Griffith from Lane Engineering said that he and Mr. Karen's had met with Mr. Hall and were working on changes to the PUD.

STREET SPEED LIMITS:

President Lewis said we have looked into the street speed limits discussed in last months meeting and the State Police or State Highway Administration does not do surveys anymore. We are still doing research on the issue.

NEW BUSINESS:

VOTERS REGISTRATION:

President Lewis brought up the issue of voters registration since there is an election this year. It was suggested that instead of having the Board of Elections Supervisors sit here all day long waiting for people to register, she felt that maybe the election board could

appoint the clerk to accept registrations at the Town Office for a certain period of time including a night if necessary. President Lewis read section 406 of the Charter:

The Board of Supervisors of Elections shall be in charge of the registration of voters, nominations, and all town elections. The Board may appoint election clerks or other employees to assist it in any of its duties.

President Lewis said that maybe we will write a recommendation and let the Election Board appoint whomever they wish. Attorney Booth said that we could make a couple of recommendations and let the Supervisors make the call.

ECONOMIC DEVELOPMENT: - SMALL BUSINESSES

President Lewis stated that she and Mr. Hall had attended an Economic Development Meeting on Wednesday morning concerning small businesses. She felt that this was very beneficial and that this could be a great resource for small business owners to get information on how to enlarge or whatever help they might need. The County offered quite a bit of information to help anyone needing advice with small businesses in our area, the purpose is to bring more small businesses into our area. The state brought in six or seven people from the Governors office to speak and they welcomed calls from interested parties to call the Governors office for help or suggestions. This is a great place to stir people interested in opening a small business.

ANNOUNCEMENTS:

February 8th – Shrove Tuesday St. Paul’s Episcopal Church
February 9th - Planning Meeting at 7:30 p.m.
February 16th - Planning Meeting at 7:30 p.m.
February 19th - Fire Company Dinner \$8.00 – 5:00 p.m. till
February 21st - Town Office will be closed for President’s Day

The meeting was adjourned at 7:48 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved by:

Cheryl Lewis, President

TOWN MEETING MINUTES

March 2, 2005

7:30 p.m.

Trappe Town Hall

The regular town meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Edgar Harrison, Norm Fegel, Walter Chase and Danny Adams were present. Everyone stood and recited the Pledge of Allegiance. The February minutes were read and accepted as presented. The February financial statement was accepted as presented.

Joedy Cecil, town clerk presented to the town an American flag that was donated by Goodwill of Easton. Mr. Harrison had seen the flag and mentioned it to Mr. Leon Sampson who in turned donated it to the town, and was unable to be here to make the presentation.

OLD BUSINESS:

BOARD OF ELECTION SUPERVISORS:

President Lewis said that at our last meeting we discussed the voters' registration times. It was suggested that if agreeable with the election board to have registration at the town office, letting the clerks accept the registrations. This would save the election board from having to sit at the town office all day for one registration.

President Lewis read the letter from the Board of Supervisors:

Dear Town Commissioners;

According to the Town of Trappe Charter, section 406, the Board of Supervisors of Elections can appoint representatives to hold voters registration prior to each election (copy attached).

Therefore we are requesting the town clerks, Joedy Cecil and Jeanie George be appointed.

Registration could be held two weeks prior to each election during normal business hours. Evening hours could be held from 7:00 to 9:00 p.m. on the first, second, and third Wednesday of the month. This month also save the Town of Trappe the expense of paying the Board of Supervisors of Elections to perform this service.

Since most people now register with the county, no one has registered during the last three registration periods.

The letter was signed by the election board members.

A motion was made by Com. Harrison to approve the request as presented. Motion was seconded by Com. Adams.

Vote:

-Adams – Y Lewis – Y Harrison – Y Chase – Y Fegel – Y

AMENDMENT TO THE TRAPPE SIGN ORDINANCE:

Mr. Harrison explained that the sign ordinance called for Home Occupation permit signs to be 6 ft. and for commercial signs the ordinance read 4 ft. Mr. Haring had noticed the discrepancy and everyone agreed that this needed to be amended so that the commercial signs could be 6 ft. also.

Com. Harrison then introduced Ordinance 1-2005.

AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING SECTION 8.02 OF THE TRAPPE ZONING ORDINANCE TO INCREASE THE SIZE OF PROFESSIONAL SIGNS FROM FOUR FEET TO SIX FEET.

Public Hearing is set for April 6th at 7:15 p.m. on Ordinance 1-2005

COMMERCIAL DESIGN STANDARDS:

Com. Harrison stated that last month we adopted guidelines for the residential area. These guidelines apply to the storefront areas; they would for the most part apply to the town and the existing town redevelopment area. They are styled very much like the residential ones we just passed only with a lot more flexibility.

Com. Harrison introduced Ordinance 2-2005.

AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING THE ZONING ORDINANCE TO CREATE SECTION 39 ENTITLED “COMMERCIAL DEVELOPMENT DESIGN GUIDELINES”.

Commercial Design Standards workshop is set for Wednesday, March 30th at 7:00 p.m.

Public Hearing for Commercial Design Standards will be on Wednesday, April 6th at 7:00 p.m. President Lewis asked that the public please try to attend these workshops and public hearings are for the public to attend also.

NEW BUSINESS:

SCOTT’S METHODIST CHURCH SIDEWALK:

President Lewis read a request from the Scott’s Methodist Church to remove the driveway from the sidewalk in front of the church parsonage. The church would like to remove this driveway so that no one could park in the parsonage front yard. The parking area is on the side of the church. Mr. James Miller from the church agreed that the church would cover all costs to repair the sidewalk and that it is their option to give up the driveway. President Lewis made the point that sometimes it is very hard to get driveways back when given up. This will also have to be done by the town’s standards.

Motion was made by Com. Harrison to grant the request of Scott’s Methodist Church to move the driveway from the sidewalk. Motion was seconded by Com. Adams.

Vote:

Adams – Y Lewis – Y Harrison – Y Chase – Y Fegel - Y

BRIAN SCHMIDT – HOME OCCUPATION PERMIT:

President Lewis read the application for a home occupation permit for Mr. Brian Schmidt to have a catering business at 4278 Main Street, the McCracken property. Mr. Schmidt has not yet purchased the property but would like to apply for the permit to make sure that he could have his catering business at the property site. President Lewis also reviewed all of the questions on the application and asked if anyone had any questions. Mr. Schmidt described to the council just what he was proposing to do. He would like to build his home on the property and build a garage where he could operate his catering business. Com. Chase asked where the excess grease and oil would go. Mr. Schmidt explained that he did not use a fryer, and that he used a minimal amount of oil or grease for cooking. In Easton where he is now located he had a small grease trap that he distributed the grease in, and Mr. Schmidt stated that he is now working with our wastewater superintendent and the town engineers, Davis, Bowen & Friedel. President Lewis explained that we have sent letters to all residents near the property and there was no negative response. The Council just wants to clarify that Mr. Schmidt knows that the cost of getting water and sewer and the grease trap extended to the property and the costs of subdividing is his responsibility.

Motion was made by Com. Harrison to grant the Home Occupation Permit to be effective upon the purchase of the property. Motion seconded by Com Chase.

Vote:

Adams – Y Lewis – Y Harrison – Y Chase – Y Fegel – Y

SHA SPEED LIMIT SIGNS:

President Lewis explained that we have requested help in trying to patrol the speed limit on Main Street Route 565. The state has placed two signs on each end of the town coming in that light up and show what speed you are going. We hope this will help in showing the people what speeds they are traveling. There have been State Police there when they were installed, hopefully they are patrolling. We hope this will make people conscious of what speed they are traveling.

TOWN OFFICE REPAIRS:

Joedy Cecil the Town Clerk made a request for repairs to the front doors of the office which are coming apart and for insulation to be installed in the planner’s office, since the electric and heating bills are running very high. The doors in the council chambers and the planning room need to be repaired and caulked for air leaks. Weather stripping also needs to be put on each of the outside doors. The Council approved \$1,000.00. There will also be glass installed on the council chamber door.

Motion was made by Com. Harrison to give Com. Adams authority to approve purchases and repairs. Motion was seconded by Com. Fegel.

Vote:

Adams – Y Lewis – Y Harrison – Y Chase – Y Fegel – Y

ZONING ADMINISTRATOR – PROPERTY MAINTENANCE – GREASE TRAPS:

Mr. English the Zoning Administrator presented two recommendations concerning some ordinances to the council for review.

- 1. Rental properties – Property Maintenance dealing with rental properties. I would like to have a workshop to discuss these issues about rental properties since we now have nothing.
- 2. Grease traps

Mr. English stated that he had talked with Easton about their grease traps and recommendations. We will soon be having restaurants coming to town and we will need grease traps.

President Lewis felt that we would need a workshop to discuss the ordinances.

President Lewis read:

AN ORDINANCE OF THE TOWN OF TRAPPE TO SET REQUIREMENTS FOR THE INSTALLATION OF GREASE TRAPS:

- 1. All owners of property who are connected to the Town of Trappe’s Municipal Sewer System where food is prepared and/or sold on said premises shall install suitable floor drains with approved Grease Traps and shall properly maintain said trap.

2. All such installations shall require a plumbing permit, and approval of the Town of Trappe's Wastewater Superintendent.
3. All property owners engaged in food preparation prior to the adoption of this Ordinance shall have 1 year following the passage of this Ordinance to come into compliance. (OPTIONAL)

Mr. Harrison suggested that we send each of the churches and anyone doing commercial cooking an invitation to come to the workshop.

The workshop was set for three ordinances on March 30, 2005.

MR. GROSSMAN – ATLANTIC BROADBAND CABLE:

We had two representatives from Atlantic Broadband present to discuss just what was being done in the town by Atlantic Broadband. Mr. Grossman is no longer with the company and Mr. Jo Dajulio gave a brief presentation of some of the upgrades that were now going on in the town. Atlantic Broadband now offers 3 levels of high speed internet access and digital video. The prices were also discussed and when the rates were changed, along with how the system would be offered. The Cable issues should be corrected in 1 to 2 weeks.

Mr. Don Haring asked some questions concerning the billing. Most of the issues and problems that the town is now having should be corrected in the next couple of weeks. President Lewis said that she would like for them to expect to set up a workshop with the town to discuss rates and increases in the near future and to address some of Mr. Haring's concerns. Atlantic Broadband stated that this is the first rate increase in a year and a half. President Lewis stated that the rates will need to be discussed at a later date in comparison to other towns.

FINAL PUD PLAN FROM TRAPPE EAST:

President Lewis said that the Planning Commission reviewed the concept PUD, which had been sent to the board for consistency. Attorney Booth stated that on July 14, 2004, the Planning Commission made a recommendation, and findings of fact which are part of the application and the file. The PUD is being presented to the Council for final review. We will set up a meeting and come back with questions on the review.

Mr. Rauch began his final presentation of the PUD to the council explaining that this is a review of where we started, where we have gone, and a look forward to where we are going to end up. We made a presentation to the Town Council on the PUD plan. The key exhibits are conceptual of the master PUD plan for the development of a post project identified land uses, scope of the project, sizes, scales, and uses which make up the PUD plan. The differed components of the project included, street layout grids, and general guidelines to be followed, land areas developed uses, open spaces, recreation and green areas. This has not changed; we are trying to retain as many natural areas as possible, enhancing the public lake area, and incorporating a trail system into the green

areas. The trails will tie into the village center areas; with different drop off places. There will be a large park and public beaches with lake front setting.

Mr. Rauch continued to explain the different characters of the neighborhoods the quality of the improvements and a detailed public park area for public access to the park area, showing the green areas. The village area shows good quality architectural features that exist in the town. We are proposing a hotel type style Inn on the smaller waterway with a promenade area near Luthy Pond. Streetscapes were shown as an important part of presentation with boulevard streetscape and a regular town residential street with scales of the houses including porches, fences and garages to the rear with an alley fed project. This has been one of the less than positive comments from the Planning Commission with the garage frontages, the next step with that caveat, moving forward to the Planning Commission, we will work to refine the plan more for the project. The PUD plan can be done in phases; we plan to start the first phase at Mario's.

The Wastewater treatment plant has been relocated back further due to some concern from residents on Back Town road, with a complete wooded buffer hiding the view of the plant from the Town.

The Planning Commission asked for a reserve area to be considered for additional growth and how that might be handled. Mr. Rauch showed a plan of how the grid road system might continue.

We have gone to a further level of detail, supported by the detailed design guidelines, the design guidelines become an addendum to the towns zoning ordinances, subdivision regulations and set very strict detailed guidelines on what happens in a community and how it happens right down to colors, architectural trims, window treatments, fencing, street scapes, and grid of the streets identified by right of ways, pavement widths, trees themselves identified by species. It is essentially a number of individual neighborhoods and each neighborhood has it own character and can stand on its own; this simply becomes a master plan for those neighborhoods to be developed within.

We will continue to work with the Planning Commission to refine as we go along. This set of design guidelines we have used as a basis for working on this project. The detailed phases will be discussed with the Planning Commission on the promenade area, street scapes, and the Inn area. Some discussion on housing types would be mixed and getting improvement on this mixture.

Mr. Rauch stated that phase one shows the plan to provide diversity in the houses could be provided and changed for building and sales, changes of character of the houses and how we worked on this.

The gateway will be a priority since this will reflect the character of the town. There will be a replica of the historic Wrights Mills in the main entrance with orchards on each side, a boulevard style main "spine" road into the project.

There will be distinct neighborhoods, each having its own characteristic and neighborhood centers such as a clubhouse facility, village green or other amenities, blended together with small greens. The design guidelines will serve as a master plan for each neighborhood.

Mr. Rauch explained that phase one will have 250 single family residential units, wastewater treatment facility and clubhouse with a boulevard style spine road into the project. Builders will simultaneously erect the storefront area with a grocery store and proposed 203 single family lots, 55 town homes, and 27 multi-family units.

Mr. Rauch explained that the Planning Commission has reviewed the plan and determined that we have met the goals and are consistent with the design guidelines which were taken from the towns comprehensive plan. We have been working with our builders and land owners making refinements that have been suggested by the board. Mr. Rauch continued to show the exhibits of what the houses and areas would look like, stating that the next official step would be to proceed to the formal steps.

President Lewis explained that this would be too much for everyone to discuss tonight, and she would like to set up a workshop to review each exhibit and the design guidelines page by page. The Planning Commission has agreed to let us take a portion of their meeting on March 9th at 8:00 p.m., to review this part of the PUD. This meeting will be for the public also.

Mr. Harrison made a suggestion that we focus on the Design Guidelines, the land uses, densities and neighborhoods won't change, but the details might change, this is just a master plan, and there will be some detail changes as we go through the process, as long as the details are minor, they will be approved at the Planning Commission level. Only a major change will come back, so when you approve the PN at the council level you are approving the concept and the guidelines to be the controlling factor of what we want Trappe to become. The guidelines will control the development.

ATTORNEY BOOTH:

Attorney Brynja Booth made an announcement that she and Mr. Thompson are town attorneys for Denton and they are doing a lot of developing. The Town has invited the Planning Commission, Council and all interested parties to go on a bus trip on Saturday, March 19th to Gaithersburg on the Western Shore to visit a development called Kentland's. Some of your council has already been there, but the invitation was extended to anyone else who would like to go.

President Lewis said that in December when we won the vision award, there was another gentlemen there named Jo Alfandre who received a community activism and achievement award, and it had to do with his beginning properties and many other properties that he has done all around the country. The first one being Kentland's, and four years ago when we were doing an upgrade to the Comprehensive Plan, Edgar and I were on the internet all of the time looking for new developments. Kentland happened to be one that we were very fascinated with. We met Mr. Alfandre at the awards ceremony and he invited us over to see the development and several of us went. This is a very interesting trip to go on. It is very hard to image what a project will look like from sketches and pictures, but this will really give you a concept of what it looks like in reality. If you can go you would enjoy seeing what the end result looks like.

PRELIMINARY PUD PLAN FOR “CASTLE RACKET FARM,” Lyons Farm Property:

President Lewis stated that the PUD for the Lyons Farm concept approval was presented in January. They received comments from the Council and the Planning Commission on their preliminary application. They have come back tonight to present their plan with some changes.

Mr. Barry Griffith of Lane Engineering, the firm that is doing the land planning and survey work for Castle Racket, known as the Lyons Farm and Mr. Bob Karen development. Mr. Griffith stated that there had been some concerns and issues that we addressed in a workshop with Mr. Hall and several others to improve the project. The property is located on 172 acres of land between White Marsh Elementary School and Backtown Road. The street system has been simplified to a grid-like pattern, total open space and usable open space areas have been increased, as have the number of “pocket parks” in the community. Mr. Griffith said revisions to the plan reflected “a slightly intensified development envelope,” going from 463 to 475 units (376 single family dwellings, 75 town-homes, and 24 attached cottage units.) We had a proposed library which has now been changed to broaden that out to a civic building, and move away from Route 565 more toward the school, where it will bring the institutional uses together. Mr. Griffith continued to show pictures of the other changes that were recommended with street designs, architectural renderings revised to meet compliance with the towns design guidelines. Some of the concerns consisted of detail architecture, architecture of neo traditional design, streets and lots patterns. Although we are trying to do a traditional neighborhood design, there were some complexities to that that, we should try to simplify our street system more to a grid street system. The streets are designed for maximum connectivity, ease of vehicular and pedestrian circulation, differing size of lots and not always a predictable uniform grid pattern. The town is a collectic somewhat, that is very unique. Some of the other issues we have worked on, along with architectural designs for homes and streetscapes, with garages on the houses being alley loaded, or set back from the streets. We made some changes with our buffers and architectural elevations in keeping with the TND style which were also discussed as to how they would change.

Mr. Griffith continued to show buffers that were changed along White Marsh Road and Old Trappe Road, the park and the traffic circle would remain the same. Collector roads, parking on the street, parking, pedestrian activity, and sidewalks were discussed. There would be no lots with rear fronting on White Marsh Road or Old Trappe Road. Mr. Griffith said we know these plans will change, what we are looking for is an acknowledgement of a general concept of what the town is looking for.

Architectural pictures were then shown by Mr. Griffith, showing large single family homes, front loaded lots, and two story colonial style homes. The key element is the setback on the garage being at least ten feet on the side, or a detached garage so not predominate of the streetscape. The presentation continued showing the architectural designs of the homes that would be in the development.

President Lewis scheduled a workshop for March 16th at 8:00 p.m., to review preliminary PUD for Castle Racket.

President Lewis said that on February 3rd, Mr. Chase and Mr. Harrison attended a reception for Rural Maryland which was attended by legislators in Maryland, part of an effort to participate in the State level to know what is going on.

I would like to also mention that a group of us went to Kentland's to visit the development and were very impressed, and felt that it would be a great trip to take.

On February 14th and 18th President Lewis attended meetings in Annapolis with Attorney Booth, to help fight legislation on bill number 12.05, which establishes adequate public facilities ordinances. The reason for fighting the ordinance is that it is allowing the counties to govern municipalities with legislation. In article 66B we govern ourselves, this would be a direct change to article 66B; it would take away our right. People all over the state are fighting and we have to go back on March 10th to testify again to fight for our rights.

ANNOUNCEMENTS:

March 9, 2005 – Planning Meeting 7:30 p.m. - 8:00 p.m. Town Council Meeting
March 15, 2005 – Deadline for Candidate Nomination Filing
March 16, 2005 – Planning Meeting 7:30 p.m. – 8:00 p.m. Town Council Meeting
March 18, 2005 – Scott's Methodist Church Dinner 4:00 to 6:00 p.m.
March 25, 2005 - Town office closed for Good Friday
March 26, 2005 - Trappe United Methodist Church – Egg Hunt 1: 00 p.m.
March 26, 2005 - St. Paul's Episcopal Church – Brunch & Egg Hunt 10:00 a.m.
Trappe United Methodist Church County Breakfast every 2nd and 4th Saturday.
May 10, 2005 - Town Election

The meeting was adjourned at 9:40 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved by:

Cheryl Lewis, President

TOWN MEETING MINUTES

April 6, 2005

7:30 p.m.

Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Edgar Harrison, Norm Fegel and Walter Chase were present. Everyone stood and recited the Pledge of Allegiance. The March minutes were read and accepted as presented. The March financial statement was accepted as presented.

EXECUTIVE SESSION: March 6, 2005

There was an Executive Session on March 6, 2005 at 9:15 p.m. Council members present were: Cheryl Lewis, Edgar Harrison, Walter Chase and Norm Fegel. The meeting was to discuss an appointment to the Election Board due to a death.

EXECUTIVE SESSION: March 9, 2005

There was an Executive Session on March 9, 2005 at 9:55 p.m. Council members present were: Cheryl Lewis, Edgar Harrison, Danny Adams and Norm Fegel. Brynja Booth and Dave Thompson, Town attorneys were present for legal consultation on an employee matter.

OLD BUSINESS:

AMENDMENT TO SIGN ORDINANCE – 1-2005

President Lewis read Ordinance 1-2005 Amending Sign Ordinance:

AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING SECTION 8.02 OF THE TRAPPE ZONING ORDINANCE TO INCREASE THE SIZE OF PROFESSIONAL SIGNS FROM FOUR SQUARE FEET TO SIX SQUARE FEET.

Signs for professional offices. – One permanent sign, not exceeding six square feet in area and displayed on the premises, shall be permitted for professional offices, as defined

President Lewis said we have just had a public hearing on the amendment and the question asked was why we were changing to 6 sq. ft. for professional signs. Mr. Hall explained that the sign size had been 4 sq. ft. for professional and 6 sq. ft. for home occupational and agriculture. It had been brought to the attention of the Council, why the professional signs were not 6 sq. ft. So we made it consistent and amended the professional signs to be 6 square ft. also.

Motion was made by Com. Harrison to adopt Ordinance 1-2005 - Amending Sign Ordinance. Motion was seconded by Com. Chase.

Vote:

Lewis – Y Harrison – Y Chase – Y Fegel – Y

COMMERCIAL DESIGN STANDARDS: ORDINANCE 2-2005

President Lewis said that we have just had a Public Hearing on Ordinance 2-2005, Commercial Design Standards; we have gone thru this line by line and page by page in the workshop. Discussing how and where the commercial design lines really apply, and how they affect the Village Overlay. President Lewis recommended a Special Meeting with the Planning Commission to discuss these issues.

Town meeting set for, Tuesday, April 19th at 7:00 p.m. Design Guidelines.
Please feel free to call Mr. Hall if you have any questions.

PRELIMINARY APPLICATION REVIEW FOR LYONS FARM:

Mr. Barry Griffith from Lane Engineering, representing Mr. Bob Karen, stated that he had come back to respond to questions and changes on the preliminary application that had been requested by the Town Council at the last meeting. There were approximately twenty items that we reviewed and made some additional revisions. We have brought narratives of the revisions for you to look at tonight.
Included in the minutes are copies of the questions and answers given by Mr. Griffith for the Council's review. Mr. Griffith stated that our wish is that you will look at what we have submitted and come to an agreement that it is ready for the Planning Commission to review process. We are anxious to move forward and work with them.
President Lewis, stated that the council appreciated the changes that they had made and asked Attorney Booth what the required steps were?
Attorney Booth stated that we need to make certain minimum Findings- of- fact at your level which is generally consistent with the PN District and Comprehensive Plan.
Attorney Booth stated that I could draft a Findings-of-Fact for the April 19th meeting, to be reviewed and you could adopt it that night. Mr. Hall could prepare the staff report; this would give everyone the chance to review it.
Mr. Harrison said that the Council was pleased with all of the changes that had been made and with the street scape on the side street, and complimented them.
It was agreed by the Council that this be brought back to the April 19th meeting.

PAUL MOORE PUBLIC WORKS AGREEMENT:

President Lewis said that we have a public works agreement from Mr. Moore. There were some items that Davis, Bowen & Friedel had recommended that be done.
Mr. Moore is uncomfortable with some of the requests and asked to discuss.
Mr. Moore stated that he felt in the report from DBF, the request was unreasonable. I object to the request of needing two grinder pumps for six lots. The agreement states that I have to maintain for 10 years and these grinder pumps cost approximately \$15,000.00 a

piece. I do feel that I need to buy a spare one now since the company I am purchasing from, guarantees that they repair within hours, and can install a new pump if necessary within hours. I feel this is an expensive request to just let the pump set on the shelf for 10 years. Mr. Moore also felt that a hoist for the town truck was also unreasonable since the truck is in very bad shape and might not last long enough to use. The company will maintain the pumps, why would I need to buy a hoist for the truck now.

President Lewis stated, I agree we should buy a truck first.

Mr. Moore explained that there is a small hoist that can be set right by the pump and is very inexpensive that can just hoist the pump out. President Lewis felt that we do need a spare pump, since we have spares for the pumping stations now. There is just no way around it, when pumping station goes down we need a spare.

President Lewis asked Mr. Moore to check into this and submit in writing that they will have a pump ready to drop in the hole if needed. Find out just what the warranty provides, or if you can rent one. I feel that the only solution is another pump, I am not comfortable running on one pump.

President Lewis said you will need to meet 3 criteria's.

1. Pump
2. Spare
3. Hoist

The Company is located on the Western Shore said Mr. Moore.

GREASE TRAP

President Lewis stated we are doing more research on the grease trap ordinance and if we are finished we will take it up at the next meeting.

STATE HIGHWAY STREET SIGNS:

President Lewis explained that the signs are used between three areas and we cannot use them for very long. The process was to keep them on for one week and turn off for the next to see if it made a change. We have received an analysis from the State Highway administration showing how the signs posted for speeds made a difference. She explained that the south end of town near Scott's Methodist Church showed, 1000 cars when the sign was off doing 23 miles per hour average. There were 15 cars at an average of 36 to 45 miles per hour. When signs turned back on it showed that most cars slowed down to 22 miles per hour, about ½ mile so it influenced 15 people who seemed to slow down. However on the north end there seems to be more traffic and higher rates of speed. There were 2000 car when turned off at the rate of speed was 32 miles per hour 70 cars going between 46 and 55 miles per hour. When turned on average speed dropped down to 27.8 almost 4 miles per hour 70 cars doing 55 went to 24 traveling at that rate of speed. So it does make a difference.

COM. CHASE

Mr. Chase said that I have two items for old business:

Com. Chase mentioned that we had a complaint at one of the last meetings about signs not being up on Murray's Lane. The reply was we have had a problem with the spelling but hope to have up next week.

Com. Chase also said that Mr. Thurman Bryan had complained about the streets on Hirst Avenue, have we done anything. President Lewis said that she had spoken with Mr. Diefenderfer to see if the asphalt plant was open. He will repair as soon as the plant is open. We will have Steve look at and see if he can do anything until the plant is opened. The snow and snow removal does cause pot holes, we are now working on checking out all of the streets hoping to make repair as soon as possible.

NEW BUSINESS:

STREET PARKING:

Attorney Booth said there are two things for the public's benefit that Frank, Don and I have worked on, they are issues related to on street parking within the town. The Council will recall that in the past, a couple of churches have complained about needing more parking. In the fall we adopted the Village Redevelopment area which is within the town Village Overlay Zone. One of the things permitted in the small commercial uses by special exception. Special Exception means that an applicant has to come in and ask permission of the Board of Appeals with the Planning Commission's consideration. All surrounding properties are notified to see if that use and structure is appropriate for that location.

In order to allow redevelopment there is only so much parking you can do to be appropriate. Mr. Hall said that he and Mr. English looked to see if there were any streets that could accommodate street parking. Safety was the first issue; Powell Avenue in front of Trappe United Methodist Church now has on street parking. Is it possible to get parking on main street, this would help slow down traffic. We look at it from an economic perspective, would there be adequate parking for potential businesses. We looked at all the streets that we felt we could use on street parking and came up with about 50 parking spaces. Mr. Hall stated that he would like to take cars out and really physically park the cars to see if the areas mentioned would work and have acceptable walking distance from the car to the destination. President Lewis felt we need to be opened minded and consider from the public view. I feel everyone has to be comfortable with this. My recommendation is that we study this and bring back on April 19th for review. President Lewis asked Mr. Hall to bring back a bigger picture and post at the town office for everyone to be able to look at. Crosswalks were also mentioned as being added.

Attorney Booth said in dealing with the Village Redevelopment Sub-Area, I have prepared an Ordinance just in the Village Redevelopment Sub-Area that will amend the

parking section to permit the Board of Appeals to reduce or modify the number of off street parking spaces required where the Board of Appeals makes a finding-of-fact that there is adequate on-street parking designated by the town council and/or shared parking. This will tie it together and make it consistent. The only time this will become effective is as a part of Special Exception application in village redevelopment sub area where the neighbors are all notified, they come in and have an opportunity to be heard and the Board of Appeals has to make specific findings that there is adequate on street parking or shared parking. The only change to the Ordinance is section three.

President Lewis: Notwithstanding the off-street parking requirements set forth above in the Village Redevelopment Sub-Area, the number of off-street parking spaces may be reduced or modified by the Board of Appeals where the Board of Appeals makes a finding of fact that there is adequate on-street parking, which has been designated the Town Council, and/or shared parking, to serve the use or structure that is subject to a special exception application.

President Lewis said what we are really trying to do is to try and exchange apartment parking of cars, on both sides of the streets to help with the parking for new restaurants and businesses. This identifies that there is adequate parking available. President Lewis asked how the Council felt about this Ordinance and Mr. Harrison stated that if we want any economic recovery downtown we need to look at this carefully since all the lots are very small.

Mr. Bud Reid said that before we go to an Ordinance we need to find out first if we can safely park in these areas, these are small streets to have on-street parking.

Attorney Booth stated that in the Village Redevelopment Sub-Area there exists on-street parking now. This Ordinance allows that where there is existing on-site parking, to provide some relief now and addresses shared parking.

Com. Harrison said that on the same subject, the Planning Commission was considering donating the piece of property where the old water tower is, in exchange for some additional municipal parking.

President Lewis said that we need to look at the alternatives and individual businesses for parking spaces. This is looking at a mechanism within the town of shared parking.

Com. Chase felt that we should definitely look at this.

This is an ordinance it will go to public hearing, and this will give us an opportunity for people to look at and see how they feel.

Motion was made by Com. Chase to introduce Ordinance 3-2005 Off-street Parking

Motion was seconded by Com. Harrison.

Vote:

Lewis – Y Harrison – Y Chase – Y Fegel – Y

Public Hearing on May 4th at 7:15 Amendment to Zoning Ordinance on Off-street Parking.

GRASS CUTTING BIDS:

- 1. Sedgwick & Sons Lawn Services\$ 500.00 week
- 2. Dodds Landscaping \$ 585.00 week
- 3. Bay View Landscape..... \$ 545.00 week
- 4. James Wilson..... \$ 430.00 week

Com. Harrison said that we will accept the low bid subject to review and completeness of bid. Mr. James Wilson was awarded the bid for \$430.00 a week. Sedgwick and sons came in second with the next lowest bid of \$500.00.

Com. Harrison made a motion to go to Executive Session. Motion was seconded by Com. Fegel.

Vote:

Lewis – Y	Harrison – Y	Chase – Y	Fegel – Y
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ANNOUNCEMENTS:

April 11th thru 15th Voters Registration Town Office
 April 29th Special Trash Pickup
 May 10th Town Election

The meeting was adjourned at 9:15 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved by:

Cheryl Lewis, President

TOWN MEETING MINUTES

May 4, 2005

7:30 p.m.

Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:32 p.m. Vice President Danny Adams and Commissioners Edgar Harrison and Norm Fegel were present. The April minutes and special meeting minutes were read and accepted as presented. The April financial statement was accepted as presented.

OLD BUSINESS:

President Lewis stated we have just had a public hearing on Ordinance 3-2005 Off Street Parking. There were no comments from the public.

Mr. Bud Reid, do we still have the word adequate in the ordinance. I would think that you would want to change the wording, this makes it so subjective is my comment, and I would think that you would give them some guidelines.

Ms. Elizabeth Ferguson, adequate would apply to each individual business so it would be on a case by case basis. Com. Harrison, the requirements in the zoning ordinance for parking spaces show what is adequate.

Mr. Reid stated if you are going to do findings of fact it is hard to do against the word adequate. President Lewis, you would not be doing it against this ordinance it would be based on the special exception ordinance for that use.

Attorney Booth, when the Planning Commission is reviewing a sub division application there is certain criteria that they need to check off; when the board of appeals is considering a special exception application it is specific to the property. There is a finding of fact that they have to make. They look at all of the special exception factors and come up with findings based on the evidence presented. This is the standard language in the special exception findings. It would be inappropriate to have that language in something that Mr. Hall as the planner, or the Planning Commission were looking at as a matter of law as a check list, but for the Board of Appeals when making these decisions based upon the record and the evidence presented, they have to be careful of making to narrow a criteria. When you cannot look at every case and know where there is a special exception. This just allows the appeals board to look over to see if this is a special exception or circumstance.

President Lewis, the planning commission gave a positive response.

Motion was made by Com. Fegel to adopt Ordinance 3-2005 Off Street Parking.
Motion was seconded by Com. Adams.

Vote:

Adams – Y Lewis – Y Harrison – Y Fegel – Y

COMMERCIAL DESIGN STANDARDS:

President Lewis, we have had a public hearing on Commercial Design Standards on April 6, 2005. The only comment that we had was from Mr. Haring concerning the building materials. We then had a workshop and discussed the materials that could be used and we talked about the fact that this would not apply to the village center. It applies only to the C-2 highway area. This does not prohibit the types of materials. Com. Adams asked Mr. Haring what his feelings were. Mr. Haring explained that he was still against it for restricting materials. This appears to lean more to brick for materials and it is the most expensive. I feel that it needs to be reworked.

President Lewis, read the types of materials that could be used in the ordinance. This lays out what we do and do not prefer. It starts out with durable materials and ends with what is prohibited. This is what the planning commission has laid out.

Mr. Reid questioned how you define adequate buildings and not adequate parking. President Lewis addressed the issue by explaining these are two different issues. The discussion continued on the issue of the types of building materials that could be used. President Lewis explained that we are trying to set standards that will bring us a better product, to have something that you will be happy with in the end. Com. Harrison, the title states that these are design guidelines. This tells a builder what we are expecting; the guidelines are to be used as a tool, remember this only applies to the highway uses and the highway commercial. We are trying to keep them at a high dollar and look attractive, keeping the standard at a high level. Com. Adams, you have to go before the planning and zoning for approval, if the applicant does not meet the approval of the board then you have to go back and redo and come back in for approval again. Attorney Booth explained, this applies only to the highway and the regional commercial where you are talking about, highway buildings and Route 50 does not apply in town. A lot of those buildings would require sight plan and have to go through the planning commission process. If the planning commission would be arbitrary, it would be appeal able to the Court of Appeals, remember these are just guidelines.

Com. Adams asked that we need to reword in layman's terms so that everyone can understand the language.

Mr. Outten, Mr. Hall stated that he has an appointment tomorrow with someone who is interested. What is he going to tell them tomorrow? Mr. Hall, I would have to say that we do not have any design guidelines.

President Lewis, we are just trying to set standards to go by. Mr. Ferguson urged the council to make a decision tonight, this has been reviewed in workshops and public hearing, lets move on.

Motion was made by Com. Fegel to adopt Ordinance 2-2005 Commercial Design Guidelines. Motion was seconded by Com. Harrison.

Vote:

Adams – Y Lewis – Y Harrison – Y Fegel – Y
President Lewis asked to put this in writing and to submit.

PUBLIC WORKS AGREEMENT PAUL MOORE:

President Lewis, Mr. Moore and I met with the gentlemen who sell the pumps that we are requiring Mr. Moore to purchase for his sub division. The recommendations were that they have warranties, meet the recommendations of the engineers, and the approval of the pumps. They will be guaranteed for a period of ten years. He is guaranteeing that he will maintain for ten years. They guaranteed that they would be here within 24 hours to repair or replace on site. We are getting a price now for the town, with maintenance agreements. I feel the plan is suitable with these pumps. The document has to be in writing for that ten year period. The maintenance agreement that they have is less than what we pay to have one pump pulled and repaired. This company services Cambridge, St. Michaels and East New Market.

Com. Harrison, what we are proposing now is approval for Mr. Moore. President Lewis answered yes.

Mr. Reid, do we have to put the warranty in the town's name. Yes that is the agreement stated President Lewis.

Is there anything else on Mr. Moores' agreement that we have to sign off on. The only thing to the public works agreement is the new plan and the document. Warranty will be attached to the public works agreement. Attorney Booth will complete the public works agreement and Mr. Harrison will sign off on the plat.

NEW BUSINESS:

**INTRODUCTION OF THE TOWN OF TRAPPE WATER & SEWER
SUBSIDIARY PLAN.**

President Lewis, we have been trying to work on a water and sewer plan for the town of Trappe. We did submit a plan for Trappe East to Talbot County and it was turned down. Mr. Harrison has been requesting that we do our own plan. Well we now have our own water and sewer plan.

Attorney Booth, you have for introduction tonight a resolution for the town of Trappe adopting a water and sewer subsidiary plan. It is laid out in the environmental code and Comar regulations and the engineers, planners and attorneys and planner something that will comply with Comar. We will get comments from DNR, MDP and MDE. It has been certified by Annie Williams of Davis, Bowen and Friedel, by Frank Hall the planner and many others. President Lewis, it is a nice looking plan and we have reviewed many plans, there has been a lot of work and sleepless nights preparing this document. The question was asked can it be put on the internet. Attorney Booth, we cannot put it on the

internet right now, once it is adopted, maybe we can get it done. President Lewis said that once it is an original document maybe, this is just a plan on how you plan to service the people with water and sewer.

Mr. Harrison the whole plan is if you live in town and have a piece of property in the existing town of Trappe, you have capacity reserved for when you want to build on that property. If you own property on the outside of Trappe in the planning area or recently annexed area and you want to hook on, you would have to build that capacity at your expense. What it says is that you are not going to subsidize sewer for builders of large scale only for their neighbors who have one or two lots in the town. What this plan states is reserving a capacity for infill. President Lewis this is just an introduction.

Motion was made by Com. Harrison to introduce Resolution 1-2005.
Resolution of the Town of Trappe adopting the Town of Trappe Water and Sewer Subsidiary Plan.

Motion was seconded by Com. Fegel.

Vote:

Adams – Y Lewis – Y Harrison – Y Fegel – Y

President Lewis, we will send a copy to the Planning Commission for review that it is consistent with the Comprehensive Plan. Attorney Booth, the State Law requires that you send a finding of fact by the Planning Commission that it is consistent with the Comprehensive Plan.

Special Meeting and Public Hearing will be set for May 23rd at 7:00 for the Town of Trappe Water & Sewer Subsidiary Plan.

HENNISSEE LANE:

President Lewis, read a letter from the some of the residents of Hennissee Lane requesting that the street be paved, since there are so many pot holes and the street is not in good condition. President Lewis proposed for an additional trash pickup expense of \$5.00 per month to cover street repairs like this. We did not add the fee last year since the water bills were also raised. We are now working on doing this and we will be getting bids to make these repairs on Hennissee Lane and Maple Avenue also. We may not be able to do this summer, but hopefully in the spring. We would like to get separate bids on each street.

CHESAPEAKE COLLEGE REGIONAL CENTER:

President Lewis, we will postpone this for tonight.

GARBAGE BIDS:

- 1. Thomas Salvage \$ 1.15 per household with the town paying the landfill fees.

2. Waste Management of Maryland \$ 9.95 per residence per week.
3. Waste Management of Maryland\$ 7.95 per residence per week.

Low bids is Thomas Salvage we accept.

ELECTION BOARD APPOINTMENT:

President Lewis swore Chris Routzahn in for the alternate on the election board.

HOME OCCUPANCY PERMIT:

Doris P. Quidas has asked for a Home Occupancy permit for a day care license in her home. President Lewis, letters have been sent to neighbors and we have had no response. Motion was made by Com. Harrison to approve Doris P. Quidas for a Home Occupancy permit.

Motion was seconded by Com. Fegel.

Vote:

Adams – Y Lewis – Y Harrison –Y Fegel – Y

BUDGET PROPOSALS:

President Lewis presented copies of the budget and stated that we will have a special meeting to discuss. We have a revised budget for the year on the general fund since the accountant's requested that we do a revised budget every year. I am submitting that for your review. The budget was explained in detail with all of the new changes. We will discuss at the meeting on the 23rd. There is \$24,000.00 listed for trash pickup and paying out \$24,000.00 for street repair. We will be removing funds from savings account so that we do not have to raise anything. President Lewis reviewed the Enterprise budget and explained expenses and income. The big issue is repairs to the pumping stations.

ANNOUNCEMENTS:

- May 5th & 6th Easton Middle School play Shakespeare
- May 10th Town Election
- May 11th Planning Meeting – 7:30 p.m.
- May 12th Public Hearing – Brenda Tighe – 7:30 p.m.
- May 18th Planning Meeting – 7:30 p.m.
- May 30th Town Office will be closed.

EXECUTIVE SESSION:

TOWN MEETING MINUTES

June 1, 2005

7:30 p.m.

Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Walter Chase, Don English and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The May minutes were read and accepted as presented. The May financial statement was accepted as presented.

EXECUTIVE SESSION:

There was an Executive Session on May 23, 2005, at 8:00 p.m. Council members present were: Cheryl Lewis, Danny Adams, Don English and Walter Chase. The meeting was to discuss reorganization.

OLD BUSINESS:

BUDGET:

President Lewis announced under new business we have the general and enterprise budgets, we are going to move up to old business: I would like to schedule a budget workshop on Monday, June 6th at 7:00 p.m. There will be a Public Hearing on the budget on June 15th at 7:00 p.m. and a Special Town Meeting on June 15th at 7:15 p.m. We will set the new tax rate at this time.

STREET SIGNS:

President Lewis stated that all of the signs that had been ordered for the town were completed and ready to be installed.

NEW BUSINESS:

CHESAPEAKE COLLEGE – “REGIONAL MEDIA CENTER”

President Lewis read a letter from Queen Anne’s County Office of the Administrator, which is attached in the minutes.

President Lewis said that what this involves is that we get a certain amount of the money from cable each year, this year we received approximately 2,500.00. They are requesting that we make a donation of approximately \$688.00 per year to be taken from the franchise fee received annually. Com. Chase asked how this will benefit the town. President Lewis said that they will be offering a new local news cable channel via Atlantic Broadband to service five counties. The County meetings are being televised and this is giving the counties public access. This probably will not apply to us. It is

only to provide a public station for the five counties. It is very hard to say how this will benefit us.

Mr. Henry Outten suggested that we invite someone here to tell us more about what they are asking. We will call and invite someone to talk to us.

HOME OCCUPATION PERMIT:

President Lewis stated that we have two home occupation permits before us tonight for renewal.

St. Paul’s Episcopal Church Day Care – Mrs. Lori Heming has asked for a renewal. Motion was made by Com. English to approve the renewal of the Home Occupation Permit. Motion was seconded by Com. Fegel.

Vote:

Lewis – Y English – Y Chase – Y Fegel - Y

The next is for Robin Chase Day Care:

Motion to approve the Home Occupation renewal was made by Com. English. Motion was seconded by Com. Chase.

Vote:

Lewis – Y English – Y Chase – Y Fegel – Y

REQUEST FROM THE TOWN PLANNER:

President Lewis read:

At their regularly scheduled monthly meeting on May 18, 2005, the Trappe Planning Commission voted unanimously to recommend that the Town Council adopt the attached Highway Commercial Mixed Use District (HCM). Please schedule the attached ordinance for introduction at a future Town Council meeting.

The HCM District is one of the three Planned Unit Developments permitted in the Trappe Zoning Ordinance under Section 31 “Floating Zones.” Attached is a map that shows the locations proposed for the HCM District and development scenarios for these properties as they pertain to the HCM District. Please review the attachments and the proposed ordinance. As always, I am available if you have any questions.

Motion was made by Com. English to introduce the Highway Commercial Mixed Use District. Motion was seconded by Coml. Fegel.

Vote: Lewis – Y English – Y Chase – Y Fegel – Y

Workshop scheduled for June 27th at 7:00 p.m.

President Lewis congratulated everyone on the election, Com. Danny Adams and Com. Don English. The Commissioners went to the Clerks office this morning at 8:40 a.m. to be sworn in since Mary Ann Shortall, Clerk for Talbot County was unable to come tonight to swear everyone in. In reorganization Com. Adams will continue to be the Vice President. Administration Cheryl Lewis, Parks and Recreation Com. Adams, Police & Security Com. Chase, Public Works Com. English. Mr. Norm Fegel will be the representative for the Planning Commission. The opening on the Planning Commission will be filled for a five year term by Mr. Edgar Harrison. Motion was made by Com. English to appoint Mr. Edgar Harrison to a five year term on the Planning Commission. Motion was seconded by Com. Fegel.

Vote: Lewis – Y English – Y Chase – Y Fegel – Y

NACE’S DAY PARADE:

President Lewis read a letter from Mr. Brown of Scott’s United Methodist Church requesting that Main Street be closed on Saturday, October 8th for the Nace’s Day Parade to begin at 1:00 p.m. The letter also asked permission to have a “Gospel Concert” in the town park.

Motion was made by Com. English to give permission for the Main Street to be closed for the parade. Permission could not be given for the park, since it belongs to the County. Motion was seconded by Com. Fegel.

It was requested that the Town Clerk check into this for the Church.

Vote:

Lewis – Y English – Y Chase – Y Fegel – Y

NANCY DUNN:

Ms. Dunn asked for permission to have Main Street closed on July 23rd for the Trappe Carnival and parade from 5:00 - 7:00 p.m.

Motion was made by Com. Chase for permission to close the street for the parade. Motion was seconded by Com. Fegel.

Vote:

Lewis – Y English – Y Chase – Y Fegel – Y

ANNOUNCEMENTS:

June 4, 2005 – Trappe United Methodist Church Strawberry Festival 11:00 to 5:00 pm.

June 15, 2005 – Public Hearing at 7:00 p.m. – Budget

June 15, 2005 – 7:15 p.m. – Special Town Meeting

June 15, 2005 – Planning Meeting at 7:30 p.m.

June 18th Annual Fund Raiser Trappe Fire Co. – Yard Sale

The meeting was adjourned at 7:58 p.m.

Respectfully submitted by:

Joedy Cecil, Clerk

Cheryl Lewis, President

TOWN MEETING MINUTES
July 6, 2005
7:30 p.m.
Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Vice President Danny Adams and Commissioners Walter Chase, Don English and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The June minutes, the Special Town Meeting and the Public Hearing on June 15th, were read and accepted as presented. The June Financial statement was accepted as presented.

President Lewis stated that we have the minutes for the Budget hearing and the Special Town Meeting enclosed also. Commissioner English stated that the Commissioners also reviewed the revised budget for the General account as well as the Enterprise budget. I thought that we had voted on the revised budget and apparently we did not. I think we need to vote on this tonight. Com. English, Com. Fegel and President Lewis were present at the budget hearing for the review of the budgets. Motion was made by Com. English to approve the amended revisions of the budget. Motion was seconded by Com. Fegel.

Vote:

Adams – Pass Lewis – Y English – Y Chase – N Fegel – Y

President Lewis explained the budgets and the increase in the general budget of approximately \$30,000.00; this was partly due to the increase in the income tax. She explained we may have to revise later this year due to the projections for the year.

OLD BUSINESS:

President Lewis stated that last year we changed auditors Lank, Johnson & Tull were the new auditors and were very pleased. It is now that time of the year again and I would like to recommend that we use them this year. We have allowed \$10,000.00 in the budget for the auditors.

Motion was made by Com. English to go with Lank, Johnson & Tull again. Motion was seconded by Com. Fegel.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

HIGHWAY COMMERCIAL FLOATING ZONE:

We have just had a public hearing on June 15, 2005 on Highway Commercial Floating Zone, stated President Lewis; she asked if anyone had any questions. My recommendation is to submit to Attorney Booth for legal review.

GREASE TRAP ORDINANCE:

President Lewis read:

AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING ARTICLE XVI OF THE TOWN CODE TO ESTABLISH REGULATIONS FOR THE INSTALLATION AND MAINTENANCE OF GREASE TRAPS AT ALL PROPERTIES ON WHICH FOOD IS PREPARED FOR COMMERCIAL SALE.

Changes will be: 1. All owners of property who are connected to the Town of Trappe's wastewater collection system where food is prepared for sale on or off said premises shall install suitable floor drains with approved grease traps and shall properly maintain said trap.

2. All such installations shall require a plumbing permit and approval of the Town of Trappe's wastewater superintendent.
3. All property owners engaged in food preparation for on or off premises sale prior to the adoption of this ordinance shall have one (1) year following the passage of this ordinance to come into compliance.

President Lewis stated this is a simplified version, we have discussed with all of the churches and we can put affordable portable grease traps in to take care of the problems since these are not regular food facilities. The reason for the concern is that we have had some problems and the wastewater superintendent felt that maybe we needed to address this problem. President Lewis felt that we needed to have an ordinance on the books, for later when businesses come into the town down the road. Com. Chase felt that the churches and other businesses that are already here should be grandfathered in, but make it specific for all new facilities cooking food. President Lewis said that if the churches and the Fire Company were willing to comply within the next 6 months the town would pay half of the cost, which would cost the Town approximately \$300.00. This would include St. Paul's Episcopal Church, Trappe United Methodist Church, Scott's Methodist Church and Trappe Fire Company. Commissioner Chase felt that this needed to be spelled out in the Ordinance just what is needed. Com. English said that if all of the existing organizations were agreeable the installation could be done at the same time and would cost less money.

ORDINANCE 5-2005 GREASE TRAPS:

Commissioner English read Ordinance 5-2005:
AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING ARTICLE XVI OF
THE TOWN CODE TO ESTABLISH REGULATIONS FOR THE
INSTALLATION AND MAINTENANCE OF GREASE TRAPS AT ALL
PROPERTIES ON WHICH FOOD IS PREPARED FOR COMMERCIAL SALE.

President Lewis set a public hearing for August 3rd at 7:15 p.m. for Ordinance 5-2005 Grease Traps.

Commissioner English stated that the sign at Murray’s Lane had been up for about a month and no one had noticed it. President Lewis stated that we had put up all of the new signs but they have been vandalized and we were now considering replacing them with metal signs since the wooden ones were so costly.

NEW BUSINESS:

DAVIS, BOWEN & FRIEDEL PROPOSAL:

Com. English stated that the Boca Appeals Board met and made street design recommendations to be presented to the Town engineers Davis, Bowen & Friedel. These recommendations were to set standards for streets, sidewalks, water meter pits and fire hydrants for future building in the town, having a standard book of regulations to go by. The price from Davis, Bowen & Friedel was \$5,150.00.

Motion was made by Commissioner Fegel to approve the recommendation from Davis, Bowen & Friedel and to accept their proposal for the design standards not to exceed \$5,150.00.

Motion was seconded by Com. Chase.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

NANCY DUNN - JANIS LESTER:

Ms. Dunn thanked Ms. Janis Lester for all of the hard work that she had done for the town. Ms. Lester is moving and the Friends of Homerun Baker donated four Butterfly bushes at the park in memory of her many volunteer hours on the opening of the park. President Lewis also thanked Ms. Lester for serving on the Ethics Board and the Parks and Recreation Board. We will fill the empty seats on the boards next month, stated President Lewis.

ANNOUNCEMENTS:

July 9th Trappe Methodist Church Breakfast – Mr. Niemeyer will be at the breakfast.

July 20, 2005- Planning & Zoning Meeting – 7:30 p.m.

July 20th, 21st 22nd & 23rd Trappe Fire Company Fun Days

Bracelet night 21st and 22nd

July 29th Special Trash Pickup

The meeting was adjourned at 8:05 p.m.

Respectfully submitted by:

Joedy Cecil, Clerk

Cheryl Lewis, President

TOWN MEETING MINUTES

August 3, 2005

7:30 p.m.

Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Vice President Danny Adams and Commissioners Walter Chase, Don English and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The July minutes were read and accepted as presented. The July Financial statement was accepted as presented.

OLD BUSINESS:

ATLANTIC BROADBAND:

President Lewis explained that Atlantic Broadband is requesting money from the towns for the public educational channel 19 that they now have, which publishes town meetings on the air and other community information on this channel. They are asking that we give 10% of our franchise fee which amounts to approximately \$ 688.00 per year. We have just received a letter from Atlantic Broadboard stating that the 2% fee that we receive from Atlantic Broadband as a franchise fee will now be deferred to the customers' bill. President Lewis stated that she felt this was very bad timing to be asking for money since they are planning to raise customers' bills by 2%.

Mr. Jeff Rank from Queen Anne's County Public Works representing the regional media center for Chesapeake College explained that the college had received a grant of \$45,000.00 for equipment for the channel to expand it to 39 jurisdictions which would fall under the Chesapeake College Regional Media Center to keep this channel on the air and operating for the community. The Center will need additional funding to operate; this is why each town is being asked for the percentage. The question was asked if we do not contribute would we still have access to be put on the channel. The answer was yes, the town would be able to schedule time if needed. The information would have to be put on a camcorder and then be taped for filming. If for some reason more than six hours a day were to be required for channel 19, another channel would be used.

The discussion continued and the town attorney was asked to review the original contract to look into the 2% fee charged to the customers for franchised fees.

HIGHWAY COMMERCIAL MIXED USE:

President Lewis stated the Highway Commercial mixed use is now under review by the town attorney.

ORDINANCE 5-2005

President Lewis read Ordinance 5-2005:

AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING ARTICLE XVI OF THE TOWN CODE TO ESTABLISH REGULATIONS FOR THE INSTALLATION AND MAINTENANCE OF GREASE TRAPS AT ALL PROPERTIES ON WHICH FOOD IS PREPARED FOR COMMERCIAL SALE.

SECTION 7. Grease Traps

1. All owners of property who are connected to the Town of Trappe’s wastewater collection system where food is prepared for sale on or off said premises shall install suitable floor drains with approved grease traps and shall properly maintain said trap.
2. All such installations shall require a plumbing permit and approval of the Town of Trappe’s wastewater superintendent.
3. All property owners engaged in food preparation for on or off premises sale prior to the adoption of this ordinance shall have one (1) year following the passage of this ordinance to come into compliance. The Town is willing to absorb one half (1/2) of the cost of installing portable above floor units for the four exiting non-profit organizations, Trappe United Methodist Church, St. Paul’s Episcopal Church, Scott’s United Methodist Church and the Trappe Fire Company.

President Lewis stated that the last part of this ordinance reflects the changes that we made. Mr. English stated that there has been someone who has verbally stated that they will pay for the installations in each of the listed organizations in the Ordinance. We are waiting for the responses from each organization stating that the town has permission to install the units.

Motion was made by Mr. English to accept Ordinance 5-2005 requiring the installations of grease traps. Motion was seconded by Mr. Chase.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

WATER SEWER SUDSIDIARY PLAN:

President Lewis stated that the town presented in May to the County our own water and sewer subsidiary plan and the county refused to review. The resolution was tabled until 2007. The County will not review this resolution again for two years and then there is no guarantee that they will accept it, we could be denied forever.

Attorney Booth stated that we received a letter from Ray Clarke not to process and we have filed an appeal and are scheduled for the October Meeting with the County.

TOWN STREETS:

Com. English:

Com. English stated that the Council has been checking the streets in town that needed to be repaired and getting prices. Maple Avenue and Hennissee Lane are the first that will need repairing with a cost of approximately \$100,000.00. These will need to be put out for bid. Maple Avenue will need to be milled down 1 ½ inches and brought back to 1 ½ inches. Hennissee Lane will need to be built up 2 inches, and there is no grant money available. President Lewis recommended that we apply to the Talbot Bank for a revolving loan of \$200,000.00 to use only as needed. There are other streets in the town that are in need of repair and we may need some more money. It would be better to apply and use only what is needed than having to go back for more. The funding will already be in place for next year. Com Chase asked why not try other banks, maybe we could get a lower rate and one that is fixed. President Lewis stated that it is very hard to get a fixed in rate for a revolving loan, if we do not use all of the money we will just close the loan for the amount used.

Motion was made by Com. English to put out bids for Maple Avenue and Hennissee Lane and to check into a revolving loan and the rates for \$200,000.00. Motion was seconded by Com. Chase.

Vote: Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

TIM KAGAN:

Mr. Kagan asked what the town's position was on the Gateway Bill? President Lewis stated that the Council has been following the bill and it seems to be fairly reasonable. The only properties affected by the Gateway Bill are businesses located on route 50 and Shore Stop would be the one affected by this. The biggest problem seems to be with St. Michaels, and there really is no room for buffers in St. Michaels. The bill really does not have much of an affect on the Town. The County is planning to come back next week to their meeting with some amendments to the bill.

Mr. Jim Miller asked the question would this have any impact on Bramble property on route 50. Mr. Miller felt that this place of business had a very bad affect on the town. President Lewis explained that it would not since no business is operating out of there now, and that the Council is working on the zoning for the property, so that when it changes owners or uses we will be prepared.

NEW BUSINESS:

NONE

President Lewis asked for a motion to go into Executive Session for legal advice on board appointments.

Motion was made by Com. Chase to go into Executive Session. Motion was seconded by Com. Adams.

Vote: Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

Com. English thanked everyone that helped with the Trappe Fire Company Carnival.

ANNOUNCEMENTS:

September 4, 2005 – Town Office will be closed for Labor Day

Ms. Elizabeth Blackwell asked the Council for approval for the Scott’s United Methodist Church to have a walk and bike ride through the Main Street of town on August 20, 2005, starting at 7:00 a.m. to Oxford to raise money for the church. President Lewis stated that this would not be a problem for the town since Ms. Blackwell was not asking for the street to be closed, and wished them a very successful day.

Joedy Cecil asked the community if they would be interested in having an October fest to raise money for Christmas decorations for the town. This would be like a street party with churches, organizations and anyone interested in setting up booths to raise money for their organization. The street in front of the town office and behind the fire house would be closed for the fest. If anyone is interested please call the Town office.

The meeting was adjourned at: 8:45 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved: Cheryl Lewis, Chairperson

TOWN MEETING MINUTES
September 7, 2005
7:30 p.m.
Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Don English and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The August minutes were read and accepted as presented. The August Financial statement was accepted as presented.

EXECUTIVE SESSION: August 3, 2005 at 8:25 p.m.

There was an Executive Session on August 3, 2005 at 8:25 p.m. Council members present were: Cheryl Lewis, Danny Adams, Don English, Walter Chase, and Norm Fegel. Attorney Booth Town Attorney and Carmen were present. The meeting was for legal advice and board appointments.

OLD BUSINESS:

STREETS: - Com. English

Mr. English stated that Hennissee Lane and Maple Avenue need to be paved, we need approval from the Council to put out for bids before the next meeting. The blacktopping cannot be done after November and we need to award as soon as possible.

President Lewis told the Council that we have been approved by The Talbot Bank for a revolving loan of \$200,000.00 for 10 years at 4.3% interest, paying back \$24,000.00 a year which is what the trash collection fee will bring in. Once we have the bids we can move forward.

Motion was made by Com. English to put out for bids for the blacktopping of Maple Avenue and Hennissee Lane. Com. Fegel seconded the motion.

Vote:

Lewis – Y

English – Y

Fegel – Y

STREET SIGNS: Com. English

Com. English told the commissioners that we have just replaced six wooden signs in the town at the cost of \$158.00 each. These signs have been vandalized already and have to be redone. He said that he had been getting prices for metal signs from local businesses with white and green reflecting letters. The quote for 60 signs is approximately \$1,350.00 from one business and \$2,000.00 from another business. We will install the signs, and he estimated that they will cost approximately \$21.00 per sign.

President Lewis asked if there were any objections to going from wood to metal since it is so easy to damage the wooden signs.

Com. English told the members that our assistant wastewater superintendent volunteered to try and create our logo the partridge to go on the metal signs also.

Motion was made by Com. Fegel to make the transition from wood to metal signs and grant up to \$2,000.00. Com. English seconded the motion.

Vote:

Lewis – Y

English – Y

Fegel – Y

UPDATE ON TRAPPE EAST PROJECT:

President Lewis: The Town attorneys have been working on the Developers Rights Agreement DRRA. The PUD plan law laid out goes thru the planning commission.

Attorney Booth: This is the last time we will give conditional approval of the PUD and PN Zone. There are certain pieces of property in the town that has certain zoning on how it can be developed. The Planning Commission is working on the PUD submittal now. The town's ordinance requires that the developer enter into a rights and responsibility agreement with the town before anything can begin.

This is just a draft and the council has not yet approved nor has the developer. Attorney Booth stated that the draft has been put together for the members to review, and then the developer will go forward with the commitments made to the town citizens.

President Lewis announced that a copy of this agreement will be placed on the counter in the town office for review. After review there may be come changes from each party. We would like for everyone to participate in this agreement. This is a contract between the town and the developer.

President Lewis read the points of interest from the proposed Trappe East DRRA. (A copy enclosed in the minutes). She then opened the meeting for questions, there were no questions and President Lewis asked everyone to come to the October 5th meeting for discussion.

SWEARING IN OF NEW BOARD MEMBERS:

President Lewis said that we have replaced several of our board members:

The Ethics Board members replaced will be Chris Dungan and Janis Lester. On the Parks and Recreation Board Janis Lester will be replaced.

Elizabeth Ferguson and Carol Lange will be put on the Ethics Board and the Ethics Board will meet to nominate a chairperson. Carol Lange will be the alternate for the Board.

Ethic Members are Elizabeth Ferguson, Tonya Pritchett, Mary Taylor and Carol Lange, Alternate. Parks & Recreation will be John Farwell.

The members were sworn in by President Lewis.

NEW BUSINESS:

Ms. Nora Cornish stated that the street light on Hennessee Lane was out.

Ms. Elizabeth Ferguson asked about the crime wave that was taking place in the town. Com. English explained that Mr. Chase had talked with Lieutenants Greene and Gadow and they were patrolling the streets. President Lewis asked that everyone notify the Sheriff's Department if they saw anything suspicious, several pocketbooks have been taken from homes, and doors will need to be kept locked.

ANNOUNCEMENTS:

September 8, 2005 – 7:30 p.m. Choir Rehearsal
September 11, 2005 – Community Worship Service Trappe United Methodist Church
October 8, 2005 – 1:00 p.m. Nace's Day Parade – Scholarship Banquet

The meeting was adjourned at: 8:24 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved: Cheryl Lewis, President

TOWN MEETING MINUTES
October 5, 2005
7:30 p.m.
Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Vice President Danny Adams and Commissioners Don English, Walter Chase and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The September minutes were read and accepted as presented. The September Financial statement was accepted as presented.

OLD BUSINESS:

NAN REID:

Ms. Nan Reid explained to the Council the history and purchasing of her house and how very happy they were to have this home in Trappe. Although they have been very concerned over the surroundings and made requests to the town concerning these issues, she felt that nothing is being done. Ms. Reid explained that the apartments across the street and on the side of her have caused them much frustration and disappointment on their purchase. This is not only a very bad situation for us explained Ms. Reid but has a very profound affect on the whole town. The town is now reviewing a large new complex on this corner for the landlord of these properties and I feel we all need to be very concerned about what will be going on this piece of property. The profanity, trash, noise and other issues have gotten way out of control. There is no need to call the police anymore; they are tired of hearing the same old thing. The paper reported a prime example last week of just how bad the situation is and this is not good publicity for a town which is planning on and trying to restore the old town charm.

President Lewis agreed but stated that there is not very much that the town can do. The law only allows us to do so much. The only thing we can do is improve the intersections and have written ordinances.

Com. Chase has been working with the Sheriff's Department trying to resolve some of these problems. We have had four home invasions and problems with disorderly children. The Sheriff's department has increased their patrol of the area and is working on the problems as we speak. The pocketbook thefts are not just in Trappe, but Easton and Cambridge as well. Ms. Reid was advised to continue to contact the Sheriff's Dept., we are asking everyone to please try to work together on this and keep our eyes open.

Ms. Mary Taylor also stated that we have many speeders on Main Street, especially at 7:15 in the morning. Do we need more slum dwellings in the town was the question she asked.

President Lewis said that we have set up an appointment this week to discuss some of these issues with Rev. Cephas who works with HUD housing and we are talking with Social Services about Section 8.

Attorney Booth stated that in Denton they have a building code and they can enforce the building code and maintenance, but it is very hard with Section 8 tenants to tell the landlords who they can and cannot rent to.

Mr. Chase explained that Section 8 property is inspected before tenants move in and after they move out.

Ms. Nancy Dunn informed Mr. Chase that her pocketbook had been stolen from her car last night.

Ms. Reid stated that Section 8 rentals equal crime. The man who is building the new complex is the one who owns the deplorable rentals.

Cindy Miles shared an experience that she had with vandalism on Port Street in Easton several years ago, and then was questioned by police as to why she was riding down Port Street. She felt that this was very much related to our situation since many residents were afraid to walk down the streets in this area, and now their homes were being invaded that everyone needed to be more advised as to just what is going on.

Mr. Chase advised that the citizens needed to be aware of what is taking place and to keep their doors locked and be more alert.

President Lewis asked that we try to notify neighbors and friends of anything suspicious and to be aware of the problems.

Robert Crosswell mentioned that there is still a problem at Homerun Baker Park with noise and people parking in the parking lot late at night. The Sheriff's Department has been called many times, but the intruders are gone by the time they appear. The gate was again mentioned as an alternative.

President Lewis asked the clerk to send a letter to Parks and Recreation requesting a gate for the park. Please send a copy to Mr. Andy Hollis.

The question was asked by Henry Outten, why the town is talking to someone from Hurlock concerning Section 8 housing? President Lewis explained that Rev. Cephas has been very successful in Hurlock and works with getting grant money from organizations for small towns with limited budgets like ours.

BIDS FOR STREET REPAIRS:

Com. English requested the opening of bids for street repairs of Hennissee Lane and Maple Ave. The Bids were opened and read by the Council.

1. David A. Bramble -- \$ 85,202.00
2. Tilcon Supply, Inc. - \$ 118,300.00
3. P & A LLC \$ 74,120.00

President Lewis stated that we normally award the bid to the lowest bidder. Com. English asked if he could compare the specs and the lowest bidder would be picked if all the criteria had been met.

OLD BUSINESS:

ORDINANCE 6-2005: LINE OF CREDIT FOR STREET REPAIRS:

President Lewis said that we are going to borrow from The Talbot Bank, a line of credit in the amount of \$200,000.00 for street repairs. Mr. Chase had requested that we check around for the lowest interest rates and The Talbot Bank has the lowest.

Ordinance 6-2005 was read by President Lewis:

AN ORDINANCE OF THE TOWN OF TRAPPE AUTHORIZING THE EXECUTION OF A LINE OF CREDIT PROMISSORY NOTE IN THE PRINCIPAL AMOUNT OF \$200,000.00 PAYABLE TO THE TALBOT BANK OF EASTON, MARYLAND; SAID SUM BEING BORROWED TO PROVIDE FINANCING FOR REPAIRS, MAINTENANCE AND IMPROVEMENTS TO MAPLE AVENUE AND HENNISSEE LANE, LOCATED WITHIN THE TOWN OF TRAPPE.

President Lewis explained that we authorized a request of \$200,000.00 because this was the amount allocated in the budget. The cost for repairing these streets will be between 74,000.00 and \$120,000.00. In the spring we may send out bids for repairs to other streets if necessary. After the first twelve months it will be turned into a loan. The first three years the rate will be 4.3% then we will pay interest plus principal on what we have used on the promissory note. Attorney Booth then explained that it is a promissory note and that if we do not use for the first year we will only pay interest, and then interest plus principal.

The Ordinance was introduced by Commissioner Don English. There will be a Public Hearing on October 26th, at 7:00 p.m. on Ordinance 6-2005.

TRAPPE EAST DRRA:

Attorney Booth said that at the last meeting in September the town received a draft from Trappe East on the Developers Rights and Responsibility Agreement (DRRA), which we have been working on. This is just a draft that we wanted to present for public discussion nothing has been introduced. Mr. Ryan Showalter, Attorney for Rocks and Rauch is prepared to submit a written petition to the town tonight. Mr. Showalter submitted a letter to petition the town to enter into a DRRA with the developer. The town attorney was given certificate of titles for each of the properties required subject to the agreement.

President Lewis submitted a summary of the key points in the draft that she would like to discuss, since we now have a petition to review; she stated that we have been discussing this agreement for the last couple of years. This is just a summary that I have made of the draft so that the town citizens would have the opportunity to understand and make sure some of the points were covered in the annexation agreement. President Lewis asked for questions from the Council.

Com. Chase stated that he had two questions one is about the new town office building; my concern is the parking space. The second question is the impact on homeowners; infrastructure should be in before the development is started. Mr. Chase felt that the developer should pay for the infrastructure not the homeowner. Where is the money coming from?

President Lewis stated that any renovation, tear down or rebuilding of the town hall how it sits on the footprint the lot line etc. is solely at our discretion, we can arrange the parking any way that we want to. We just wanted to have this included in the document, and it is very clear who is paying for it.

The infrastructure is paid for by the developer, and the people who buy houses bear the burden of the costs not the town. We want the document to read so that the infrastructure cost is not the towns.

President Lewis asked for comments from the citizens.

Mary George:

Why do you want to tear the town building down is there structural damage or what is the reasoning? It is my understanding that it was the old fire house.

President Lewis said that one of the things that we need is new office space. We cannot squeeze a police department in and we have talked about a second floor, but not sure the structure is capable of holding a second floor, and the parking becomes an issue. We felt that it is more expensive to renovate than to rebuild, and we do not want to move the town office across the highway to Trappe East. We do not have a lot of land in town as far as the government, so that is why we were trying to utilize this property.

Henry Outten:

I feel the same way about tearing this building down, there is not sufficient parking here. Why not try and make a deal with the Fire Company to trade or purchase the old Ross house this will make plenty of room for parking for the town and the Fire Company.

Bobby Crosswell:

To destroy two historic buildings in the town and now you are suggesting tearing down more. The town office has just been renovated with carpet, central heating and air condition. My first suggestion is to make the town office the Police Department which would continue be a historic landmark. I do not feel that the Police Department should be in the same building with the town office. Why not condemn the Bramble property and build the new town hall there? There is plenty of room for parking and we get rid of an eyesore.

Don Haring:

To tear this building down is tearing down a part of the historic town. I understand that the agreement is being given out and the people are being told that this is what you get take it or leave it. To tear this building down and replace it with a 4320 square foot building would leave absolutely no parking at all; Bramble's property would be a perfect place.

Concerning the Fire House and putting new doors in for the fire trucks is not sufficient since there are going to be approximately 3,000 more homes here this department would not be sufficient. There should be a fire company stationed across the highway at Trappe East, just widening the doors is not enough.

President Lewis said that this is not the only benefit to the Fire Company; the widening of the doors was a request from the Fire Company. There is going to be a fund that every home owner at Trappe East will donate \$100.00 per year to the Fire Company to be used as they see fit. This will never stop coming in and will amount to approximately \$200,000.00 to \$300,000.00 per year. There will also be public land in Trappe East for the Fire Company also.

Mr. Haring also mentioned his request for a street light at Barber Road and Rumsey Drive. Com. English explained that this had been looked into and the discussion continued on lights that had been repaired.

Ronnie Foster:

Where did this come from about the Fire Company, we have not heard anything about this. At the Fire Company meeting it was not discussed, we were presented with a list and it was stated that this is what you get. President Lewis stated that she had met with the Board of Directors of the Fire Company and this was not what was said. You will need to talk to your Board of Directors. Mr. Foster stated that they were asked by the trustees what suggestions they had concerning needs for the Fire Company. There was a lengthy discussion on the proposal for the Fire Company. Mr. Haring asked where all of this information from the Fire Company came from? President Lewis said that most of this came from the annexation agreement, and how we would implement what was negotiated in the agreement, which was introduced at the last meeting.

President Lewis stated that the reason for the summary was so that everyone could review before without reading the whole agreement. We are now working on the details with everyone to settle the issues. Mr. Foster asked if the Commissioners would meet Tuesday night with the Fire Company to discuss. President Lewis requested that the Fire Company send representatives to the workshop on the DRRA which will be set tonight. The discussion continued and President Lewis informed Mr. Foster that there is no way to discuss with everyone in the town that is what the workshops are for, there is nothing in stone or concrete yet, that is why we are holding workshops to discuss.

Don Haring asked who suggested tearing down this building and replacing it. President Lewis said that it was her suggestion because the Annexation Agreement says that they will provide funding to do renovation and improvements to the Town Hall. We have two options to rebuild or to build up. The builders suggested that we build a new building.

We need to decide what we want, and we have to start somewhere this is just a draft agreement and needs to have the details worked out.

Cindy Miles:

I hate to see another old site go, this is an old fashioned town lets retain something that is old. The center of town is being knocked down, this town building is a very old unique building.

There was a discussion on the requests being made and who knew about the decisions for the requests.

Attorney Booth stated that this is just a draft put together by the Commissioners and the Attorneys, I recall meeting with every commissioner about this document on several occasions. This was not intended to be a final or done deal, we just got the petition tonight to be reviewed by the Commissioners and the citizens. The Planning Commission will review and have workshops in the next couple of weeks and we are required to have a Public Hearing. This is not the last place that it will be talked about and discussed.

President Lewis asked to have the first line of the Newsletter read: Mr. Don Haring read:

Always feel like you can call one of us (Town Commissioners) if you have a concern. We're neighbors and need to talk to each other and work together to make ours a desirable, attractive, and safe community.

I want people to participate and be part of the final document.

President Lewis said this is why we are here to discuss the points and information needed. A Workshop will be scheduled for next Wednesday.

Mr. Haring also requested information about how water bills were read and measured. President Lewis answered that your meter amounts are multiplied by 10. Mr. Croswell explained this is how they are measured by 10 gallon buckets the amount of water that you buy consider it as being buckets measured as 10 gallons per bucket. The meter is calibrated in 10ths.

WORKSHOP FOR DRRA:

Wednesday, October 12th at 7:00 p.m. – Workshop

October 26th Public Hearing 7:15 DRRA – Advertise in Paper for everyone to read and have a chance to participate stated President Lewis.

The Town Commissioners will send to the Planning Commission a draft of the DRRA. It will be submitted for their review to see if it is consistent with the Comprehensive Plan. Mr. Harrison, Chairperson of the Planning Commission asked about the issue of the location of the Town Hall. Town Attorney Dave Thompson asked Mr. Harrison in light

of the comments tonight to specifically consider that issue with the Planning Commission as part of the Comprehensive Plan decision.

Mr. Croswell asked the question will the Public Hearing be for people to discuss their concerns or just be told what the DRRA states? President Lewis said this will be for the citizens to voice their concerns. He was concerned that the public cannot read the ads in the paper without giving explanations of what the DRRA is and other information in the ads to explain what the meetings are about.

NEW BUSINESS:

Attorney Booth explained that while the Planning Commission was working with Mr. Hall they discovered that footage limitation on the size of the area where you can sell snacks was limited to 600 square feet. The Planning Commission recommended that the Zoning Ordinance be amended to remove that limitation.

ORDINANCE 7-2005:

AN ORDINANCE OF THE TOWN OF TRAPPE AMENDING SECTION 24.01 2) OF THE TOWN ZONING ORDINANCE BY DELETING THE PROVISION WHICH RESTRICTS THE SALES OF SNACKS, DRINKS, AND MISCELLANEOUS ITEMS TO 600 SQUARE FEET OF GROSS FLOOR AREA IN THE C-2 DISTRICT.

President Lewis asked if anyone had any questions concerning the amended Ordinance. There were no questions.

Motion was made by Com. Fegel to introduce Ordinance 7-2005 Snack Ordinance. Motion was seconded by Com. Chase.

President Lewis set public hearing for November 2, 2005 at 7:15 p.m.

ANNOUNCEMENTS:

- October 6, 2005 – MDE Discharge Permit – 6:00 p.m.
- October 8, 2005 – Nace's Day Parade
- October 29, 2005 – Special Trash Pickup
- October 10, 2005 – Town Office Closed
- October 31, 2005 – Trick or Treat - 5:30 p.m. to 8:00 p.m.

Respectfully submitted:

Joedy Cecil, Clerk

Approved by:

Cheryl Lewis, President

TOWN MEETING MINUTES
November 2, 2005
7:30 p.m.
Trappe Town Hall

The regular Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Walter Chase, Don English and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The October minutes were read and accepted as amended. The October financial statement was accepted as presented.

EXECUTIVE SESSION:

There was an Executive Session on November 2, at 8:30 p.m. Council members present were: Cheryl Lewis, Danny Adams, Don English, Walter Chase and Norm Fegel. Attorney Booth was also present. The meeting was to discuss personnel matters, and acquisition of land.

OLD BUSINESS:

Development Rights and Responsibility Agreement – DRRA – Trappe East

President Lewis gave a brief description of where the Council is now with the DRRA. She said that there have been meetings, public hearings, discussions and we are now waiting for the Fire Company to give us a list of what they need. We are also working on other issues that the Fire Company has presented. Tonight the applicant of the development will show the Planned Neighborhood District and the associated PUD which will be attached to the DRRA is the contract received from the developer. This will also be done again at the Planning Meeting on the 16th of November, and again at a Public Hearing to be scheduled.

Bob Rauch summarized the information that was shared with the Planning Commission in the October meeting. This was an effort to bring all the bits and pieces that have been massaged over at the meetings together. There have been only a few minor changes since the last meeting. This is the same project that everyone has been reviewing since the beginning. We have presented all of the exhibits, which if compared to the first ones have some several differences. The significant changes are a result of the DRRA and the decisions made by the Planning Commission and the Council over the years. The PUD Plan defined by the Design Guidelines creates the framework for what happens in the property guidelines and sets the standards for the streets, landscaping, and building facades, building material, everything in the development.

The PN Ordinance requires that we identify at least one initial phase. In the PUD plan open spaces are identified as future phases. Every time that we move to a future phase the Planning Commission will review and weigh against the design guidelines. All

phases are controlled by the Planning Commission. We are showing what is identified as phase 1 – A, B and C which align themselves to the Main North South Boulevard which runs through the property. Regardless of how the property is set up the Main North South route is recognized as the key component the circulation of this project and on how everything is built and developed. By proposing it this way we can get that main boulevard constructed as part of the beginning of the project. As the project evolves from the main route through the project it appears finished.

Mr. Rauch showed where the age restricted combination and the village center and central residential component were located originally and the changes that now have been made.

The southern part of the property has been dedicated to the age restricted community. The village center has been extended along with the central residential to the northern part of the project with more housing variations. The Village Commercial is still proposed in the exact area. The same area moving into higher density with a varied housing mixture. The entry way same as proposed originally and the gateway will appear as it has always been unchanged. Mr. Rauch explained that there has been some minor discussion on the character of the main boulevard having the finished appearance that it started out with. One of the things being proposed in order to keep the finished appearance is isolating that central boulevard and having the housing facing the central street, and then no one would be backing out into traffic. The streets would be dedicated to specific houses giving a rural well screened appearance. The medium in the boulevard allows for limited access in boulevards.

Cindy Miles asked if pedestrians could walk through the boulevard. Mr. Rauch replied yes the pedestrian walk will go all the way through the boulevard.

Mr. Rauch continued to identify the specific detailed areas of the HOA Community Center, the Public Park and access to the lake. Public Works will remain the same and the spray irrigation will also remain the same. He also explained that they were continuing to work on the concept appearances from the street level. There would also be more housing choices in the central residential area to incorporate more town houses in them. There would be no changes in the Central Village Commercial.

The open space trails give more pedestrian access with the additional park area north of LaTrappe Heights being a much larger area than anticipated. The wooded area has old growth with large down trees and some open undergrowth, without the disturbance of trees we will be able to create shaded picnic areas which will tie into the proposed pedestrian trails coming from Barber Road. Mr. Rauch talked about the comprehensive plan with the regional commercial component consisting of the trail system and existing stream having direct access to the Village Center. Mr. Rauch showed on the renderings the more detailed northern park area being over 30 acres and continued to discuss the park, trails, beach, and pavilion and how they all incorporate into it.

Jeff Beever asked about the storm water and Mr. Rauch explained that 80% would go into the 30 acre lake, and that all storm water would be managed at the lake.

Mr. Rauch explained that the scope is essentially unchanged and has been reviewed by the Planning Commission.

President Lewis stated that she had a comment on some of the changes and that she was pleased with the North South Route which was intended to be completed from the beginning. Another change that I was pleased with was that the main entrances would be entering into a residential area that is not age restricted. I also like the trails and open spaces on every part of the project and that they are available to the public.

There were no questions or comments.

We are basically just looking at the PUD part of the DRRA which is still being reviewed.

There will be a Special Town Meeting on November 16th from 7:00 p.m. to 8:00 p.m. before the Planning Commission meeting if anyone has any questions or concerns.

SNACK ORDINANCE 7-2005.

President Lewis read the snack Ordinance 7-2005 and stated that we have just had a public hearing at 7:15 on the snack ordinance. The new snack ordinance does not put a limit on how large an area that you can sell snacks in. There were no comments from the public at the public hearing.

Motion was made by Com. English to approve Ordinance 7-2005 Snack Ordinance.

Motion was seconded by Com. Chase.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

NEW BUSINESS:

ATLANTIC BROADBAND:

President Lewis stated that the town received a letter in August from Atlantic Broadband stating that they have rebuilt the Maryland Delaware system and that we now have a new channel 5.

The second letter which came in October states that they have launched an operation which is called mail call. This will enable family members with immediate family stationed in Iraq or Afghanistan to be able to access free high speed internet service.

RENEWAL OF HOME OCCUPANCY PERMIT: Will Lambdin – Gail Dobson

Mr. Will Lambdin of 3896 Harrison Circle has applied to renew his woodworking business from his home and Mrs. Gail Dobson of 3882 Harrison Court, her daycare service renewal. President Lewis reviewed the applications and stated that there have been no complaints or reasons not to renew the applications.

Motion was made by Com. Chase to renew the Home Occupancy Permit for Mr. Lambdin. Motion was seconded by Com. English.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

Motion was made by Com. English to renew Ms. Dobson's Home Occupancy Permit. Motion was seconded by Com. Chase.

Vote:

Adams – Y Lewis – Y English – Y Chase- Y Fegel – Y

PUBLIC WORKS – DON ENGLISH

Com. English talked about the street lights on Kelly Drive, Murray's Lane and Diamond Street stating that the streets were very dark. Com. English said that he had talked with Delmarva Power and Light and there are no boxes to put lights on so they will have to come from another pole and do some boring to install two lights. This will cost \$2,315.00 and a light will be placed on the corner of Kelly and Murray and one on Kelly and Diamond Streets.

President Lewis said that one reason for these road improvements on Hennissee Lane and Maple Avenue is that we have set up the loan to do this and I would consider adding additional lighting included in with this loan if everyone is in agreement we could incorporate the lightening in with the same loan.

Motion was made by Com. Chase to let Delmarva Power and Light do the lighting and include as a part of the loan for the street repairs.

Motion was seconded by Com. Fegel.

Vote:

Adams – Y Lewis – Y English – Y Chase- Y Fegel – Y

Com. English also stated that our wastewater superintendent had submitted a letter some months ago with problems that she was facing concerning repairs that need to be done at the water and well houses. All switches are old and manual and need to be repaired, one is already broken off. Ms. Naylor would like to get estimates on having these repaired. I would like to have your permission to let her go ahead with three estimates. President Lewis stated that anything over \$5,000.00 will have to go out for bids. We have a meeting coming up in two weeks if we can have estimates available. Let her get the estimates together for the next meeting

Com. English said that the roof is leaking on the pumping station at the south end of town and needs immediate repair.

We have three quotes for the repairs: 1 - \$ 1,778.00 2 - \$1,845.00 3 – \$ 910.00.

The problem with the \$910.00 estimate is that they have quoted \$65.00 per hour per man so we have no true amount from him. This does not have to go out for bid. The \$1,845.00 bid would like to have 50% up front and this should not be done.

Motion was made by Com. Fegel to approve the lowest bid for a new roof on the pumping station at south end of town near Barber Road. Motion was seconded by Com. Adams.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – Y

The Bid was awarded to O. N. Andrew and Son for \$1,778.00 to replace the roof.

Com. English said we had some complaints in the summer about odors and algae at the wastewater treatment plant. I talked with Doug Abbott about the problem and he made some recommendations of moving two of the existing aerators from the back ponds to the center of the pond and to start running on a rotating basis. Trim the grass and weeds to keep down and spray every year for the mosquitoes. In the Sludge holding pond we do not have aerators and we will need to move one aerator there. We also have a broken one which needs a larger motor to be put in this pond. We have an estimate of \$2,152.10 to put a new motor on it. Then we will have two aerators in the pond on a regular basis which should help the problem.

Motion was made by Com. Chase to accept the quote of \$2,152.10 to move and repair the aerator with a larger motor.

Motion was seconded by Com. Adams.

Vote:

Adams – Y Lewis – Y English – Y Chase – Y Fegel – y

Com. English said that the streets consisting of Maple Avenue and Hennissee Lane are scheduled to be repaired the second week of November. There will be no parking for three days on Maple Avenue and I will notify everyone.

Motion was made by Com. English to go into Executive Session.

Motion was seconded by Com. Adams.

Vote:

Adams- Y Lewis - Y English – Y Chase – Y Fegel – Y

Executive Session will begin at 8:35

ANNOUNCEMENTS:

November 10th - Marine Corp. Birthday

November 11th – Town Office Closed –Veteran’s Day

November 14th Trappe United Methodist Church Youth Group Spaghetti Dinner – 4:30

November 24th and 25th Town Office Closed – Thanksgiving Holiday

The meeting was adjourned at 8.21 p.m.

Respectfully submitted by:

Joedy Cecil, Clerk

Cheryl Lewis, President

TOWN MEETING
December 7, 2005
Trappe Town Hall
7:30 p.m.

The Town Meeting was opened by President Cheryl Lewis and called to order at 7:30 p.m. Commissioners Walter Chase, Don English and Norm Fegel were present. Everyone stood and recited the Pledge of Allegiance. The November minutes which consisted of three sets of minutes the Town Meeting, Public Hearing on Ordinance 7-2005 and the Special Town Meeting were all accepted as presented. President Lewis explained that in the November financial statement the General Account is showing a negative amount which is a reimbursed payment of \$18, 000, 00 the negative will change when reimbursed. The Enterprise account deposits have to be broken down each month, we were not able to have this done so we have just entered the total amount and it will reflect on next months reports. The financial statement was accepted as presented. President Lewis stated that the budget is running very close to proposed and we will not make any budget adjustments for now. The budget will be reviewed in the next three months.

EXECUTIVE SESSION:

There was an Executive Session on December 7, 2005 at 8:40 p.m. Council members present were: Cheryl Lewis, Don English, Walter Chase and Norm Fegel, Frank Hall Town Planner and Attorney Brynja Booth were also present. The meeting was to discuss real estate issues.

NEW BUSINESS:

DRRA TRAPPE EAST:

Mr. Ryan Showalter Attorney for Rocks and Rauch presented the Council with a booklet of the condensed graphic exhibits of the PUD Plan for Trappe East. Mr. Showalter stated that they have taken all of the most recent graphics and compiled this one booklet associated with the PUD Plan. Also enclosed is a letter that confirms the identity of the Zoning Petitioners. There are also two copies of the current traffic study as well as an approval letter from SHA. The study was dated August 5, 2005, and the SHA approval letter dated September 12, 2005.

Attorney Booth introduced two Ordinances which were distributed to the Council on Monday for review to be introduced tonight.

The first Ordinance will be introduced tonight and we will schedule a public hearing on the DRRA with the amendments that were requested by the Council at the Special Town

meeting. This is the same DRRA with all of the changes which the Council asked to make including the Ordinance, the DRRA and the attachments.

The second Ordinance is just for introduction also tonight. It approves the application of the Planned Neighborhood District of the property for the entire Trappe East project. It would also only approve three phases of the PUD's that you have already seen and only those three phases. This incorporates the exhibits which Attorney Showalter has already presented and puts everything together in Ordinance form.

President Lewis explained that the Council received a draft of the DRRA in September and a revised one in October. We have had many meetings and reviewed the draft many times making revisions that we felt were necessary. We feel that the draft being presented tonight is as close as we can get it to what we want; we still have the option to make changes after the presentation tonight. There will also be a public hearing and these documents can be changed. President Lewis asked if the Council or anyone had any questions or comments. There were none.

Motion was made by Com. Chase to introduce Ordinance 8-2005 DRRA Agreement for Trappe East. Motion was seconded by Com. English.

Vote:

Lewis – Y English- Y Chase – Y Fegel – Y

Motion was made by Com. English to introduce Ordinance 9-2005
Motion was seconded by Com. Chase.

Vote:

Lewis – Y English – Y Chase – Y Fegel – Y

Public Hearing on the DRRA will be scheduled for January 4th at 7:00 p.m. on Ordinance 8-2005 and on Ordinance 9-2005.

CASTLE RACKET LYONS FARM:

Mr. Barry Griffith felt that following the Planning Commissions adoption of the Findings of Fact; recommending the PUD Plan approval and the PN District that the Council needed to have an update on the project. Mr. Griffith would like to start to map out the process, where to go with the next step on the Council's approval of the PUD Plan, the PN District and the Developers Rights and Responsibilities.

Mr. Griffith said that the preliminary application was submitted in December and we worked with the Council thru April of 2005. The Council then recommended that it be forwarded to the Planning Commission for further review of the PUD plan. The initial submittal of the PUD plan was submitted to the Planning Commission in July. There were a few conditions that were listed when sent to the Planning Commission. Mr.

Griffith reviewed the conditions and explained how they had amended the conditions that were in question. There have been a few minor changes in the plan itself making a larger town square. This project has approximately 173 acres in total. Mr. Griffith explained on the renderings the changes and that the plan still complies with the PN requirements. The numbers of units are different from the initial submittal with the Planning Commissions recommendations we now have 498 units. Mr. Griffith described the type of units and the percentages in the development. The street sections were also modified to meet the Planning Commissions recommendations with a wider collector street having parking on both sides of the streets. This was a safety issue that the Planning Commission was concerned about and we feel that we have taken care of this issue. The Development Guidelines were also described, pedestrian trails and the intersection of Lovers Lane, White Marsh Road and 565, with color versions of the architecture being shown on the renderings.

Mr. Melvin Schwaninger asked how big the lake was? The answer was that the general lake is going to be about four or five acres. There were quite a few renderings of the architecture for the homes.

President Lewis asked about the question where the location of the monument would be? Mr. Griffith said the Town Gateway Park had been where it was proposed to go, but it will be the decision of the town.

President Lewis: Where will the walking trails be on Old Trappe Road? It looks as though we can use the sidewalks in the project. There has been no final rendering for this but there will be access for people to walk from the development to the town on trails or sidewalks. The sidewalks will join into the town streets.

President Lewis thanked Mr. Griffith for meeting the requirements of the County neighbors with the large buffers on the west side of the project, and having the collector road completed from side to side in the first phase, with the existing sidewalk still on the table. The Council is also glad to hear that you have reviewed with the School Board. President Lewis also asked have you had any recent meetings with the School Board. Mr. Griffith answered we have not had any recent contact with them. President Lewis felt that there should be some communication with the School Board in the near future. President Lewis suggested that we need to move forward with the water and sewer, the town engineer sent information to you; and we need you to get information back to them for review. The Commission needs to have a response from you so that we can move forward. The Town needs to make sure that infrastructure is readily available and maintained. What you need to come back to the town with is the water and sewer plan. Then the next step would be the DRRA which we will all work on with you and the town attorneys.

Mr. Chase asked about the circle intersection on 565, his concern was for the farmers being able to move their equipment on this circle. President Lewis explained that the circle would be on the Lyons property not on Old Trappe Road.

OLD BUSINESS:

Com. English – Construction Standards

Com. English stated that I have given you a copy of Construction Standards from Davis, Bowen & Friedel on streets, sidewalks and water mains to review between now and January. If there are no changes we will set up a public hearing if our Attorney writes as an Ordinance. We are putting together a book of standards for the town.

President Lewis would like to recommend that we put in Ordinance Form.

Street Paving:

Com. English stated that Bramble's have just finished repaving Maple Avenue and Hennissee Lane. The stripping will be done by another company.

Street Lights:

The street lights for Kelly Drive, Diamond Street and Murray's Lane will be installed on December 27th.

Switches for wells for wastewater treatment plant.

Com. English said that we are still working on prices for the switches; it is hard to find someone to do the electrical work.

Don Haring:

Mr. Haring asked if there is any possibility that we could get street lights on Barber Road. President Lewis said that there are lights there, but they are off center from the streets which makes it look like there are none. Com. English said there are going to be improvements made to Barber Road eventually and that is a County Road right now. We can only put street lights on existing poles and there are no existing poles on the corners. Mr. Haring was just concerned that it is very dark and this has been discussed many times. President Lewis stated that when the road is improved for the development there will be improvements made.

The street signs were also mentioned. Com. English explained that they have been ordered and are in the process now of being made to meet the towns requirements.

NEW BUSINESS:

Christmas Lights – Raffle

President Lewis stated that our Assistant Wastewater superintendent made furniture for a raffle to make money for Christmas Lights.

1. Kay Stratton – Cradle
2. Joyce White - High Chair
3. Jean Blades _ Napkin Holder
4. Helen Benesh – Kitchen Caddy
5. Jim Shortall - Kitchen Caddy
6. Bride Miller – Kitchen Caddy
7. Sandy Thompson – Kitchen Caddy
8. John Moore – Kitchen Caddy
9. Bobbie Brittingham – Towel Holders
10. Jerry Skipper – Jesus Plaque
11. Charlene Nelson – Jesus Plaque

President Lewis thanked Joedy Cecil for Christmas Lights being put up, and she also thanked Anne Dorbin for doing such a great job with the newsletter. There were ten new decorations donated in memory of family members and friends. There will be a plaque placed in the Council room with names of the donors.

Motion was made by Com. English to go into Executive Session for counsel from our Attorney. Motion was seconded by Com. Fegel.

Vote:

Lewis – Y English – Y Chase – Y Fegel – Y

ANNOUNCEMENTS:

December 11th Trappe Fire House – Christmas Carols – 6:00 p.m.
December 26th Town Office will be closed for Christmas

Nancy Dunn announced that at the United Methodist Church Breakfast on Saturday Mr. Barry Sparks who has written a book about Homerun Baker will be autographing books and selling them. Mr. Sparks was raised in Cambridge, Maryland and now lives in York, PA.

Respectfully submitted;

Joedy Cecil, Clerk

Cheryl Lewis, President

The meeting adjourned at 8:35 p.m.