

Boonsboro Public Safety Commission
Meeting Minutes
Thursday, November 17, 2016

Present: Chair, Terri Hollingshead; Kristy Smith; Tony Nally; Marty Love; Rick Weaver; Chief Stanford, Boonsboro Police Department; Rick Byrd, Council Liaison

Chair Hollingshead called the meeting to order at 7 PM. She welcomed Mr. Rick Weaver to the Commission.

October minutes were approved with a motion by Mr. Love and seconded by Mr. Nally.

Citizen Comment: No citizens in attendance.

Old Business:

Megan Clark has requested that PSC prioritize areas and neighborhoods in which sidewalks need attention. In our October minutes, we referred this issue to public works and zoning. However, in subsequent conversation, we would also like to make the town aware of the condition of the sidewalk on Saint Paul Street from the Fire Department Alley to Lakin Avenue, and the retaining wall at 47 Saint Paul Street. Additionally, the condition of the sidewalks on the east side of South Potomac is a concern.

No parking signs on High Street and the speed limit sign near 9 Young Avenue have yet to be replaced.

Speed control remains a priority for the commission and the BPD.

We have not received a status update regarding break-away hydrant markers for snow removal.

New Business:

Ms. Hollingshead asked about local services to those in need, specifically in response to a vagrant with a dog with whom she recently came in contact near the park and ride. Chief Stanford reported that the PD may, in some circumstances, transport such a person to one of the shelters in Hagerstown, but that takes an officer away from duty time. Kristy will research what area churches may be able to offer in this area.

Has there been follow up regarding the painting and repair of hydrants and curbs that are in poor condition?

It was recently reported that the north end of Hagerstown received and utilized a safe routes to school grant. Has there been any follow up to Boonsboro's application for these funds?

Discussion over town employees utilizing available safety gear and other PPE when working in town. They have been observed on occasion to be out of compliance with safety codes which could lead to costly injury and expense for the town.

Mr. Byrd has received a complaint about speed and the lack of stop signs on Chestnut Avenue. The commission agrees with his recommendation that residents in that area establish a petition regarding the issue and present it to the mayor and council.

Police Department Report:

The Safe Exchange project is moving forward.

The commission discussed ideas for funding the \$6,100 speed trailer. Kristy will ask the SHA and look for grant funds that may be available. Could someone from the commission approach the Nora Roberts Foundation?

Fire Department Report:

No representation from the Fire Department. Mr. Love will report for BFD when items of interest arise.

The Fire Department is waiting for coordination with the Red Cross to continue with local smoke detector installation.

The town and the fire department are coming together with a MoU regarding the use of the lot behind Alex Convenience Store.

Mayor and Council Report:

Mr. Byrd shared items of interest with the PSC from the most recent Mayor and Council workshop, most notably those that are relevant to PSC:

Additional stop signs along Saint Paul Street will not be installed. The town has offered to increase signage (ie, entering town limits) coming down off Boonsboro Mountain Road.

Other business:

Mr. Nally moved and Mrs. Smith seconded that we do not hold a December meeting of the Public Safety Commission.

The meeting was adjourned at 7:45 PM.

Respectfully submitted,

Kristy Smith

**BOONSBORO MUNICIPAL UTILITIES COMMISSION
REGULAR MEETING
November 10, 2016**

The Boonsboro Municipal Utilities Commission held its regular meeting on Thursday, November 10, 2016 in the Charles F. "Skip" Kauffman Building's Meeting Chambers. In attendance were Chairman Paul Loeber, Commission Members Bobby Mose, Eric Kitchen, Ray Hoffman, and Ernie Harr. Also in attendance were Mayor and Council Liaison Terry Davis (who arrived after the meeting was called to order), Town Manager Megan Clark, Town Engineer Brian Hopkins, Public Works Superintendent Greg Huntsberry, and Utilities Superintendent Pete Shumaker. Chairman Loeber called the meeting to order at 7:00 PM.

Meeting Motions:

The October Meeting Minutes were reviewed and Commission Member Hoffman motioned to approve the minutes as presented. The motion was approved.

The October Treasurers Report was reviewed and Commission Member Mose motioned to approved the report as presented. The motion was approved.

The Bills to be Paid Report were reviewed and Commission Member Hoffman motioned to approve the payment of the bills as presented. The motion was approved.

Unfinished Business:

The following topics were discussed and no motions were made as a result of those discussions.

BMUC Policies – to be reviewed with Council at the November workshop meeting

Flow Monitoring/Storm Tracking – flow monitoring software provided and the contract complete; further analysis to be performed

Well #8 Status – after isolation of the well, the temperature difference between water in distribution system and well 8 are reacting and causing air bubbles.

Knodel Circle Waterline Replacement Project – installation of new main almost complete and project under budget.

New Business:

The following topics were discussed and no motions were made as a result of those discussions.

MEA Grant Opportunity – VFD Drives for Energy Efficiency – application will be made in February

Reports:

The following reports were made and no motions were made as a result of those reports.

Engineering Report – Brian Hopkins, Town Engineer

Utilities Report – Pete Shumaker, Utilities Superintendent

Public Works Report – Greg Huntsberry, Public Works Superintendent

Mayor and Council Report – Terry Davis, Mayor and Council Liaison

Adjourn:

A motion to adjourn was made by Commission Member Hoffman. The Motion was approved.