

Boonsboro Public Safety Commission  
Meeting Minutes  
Thursday, August 20, 2015

Present: Chair, Rick Byrd; Terri Hollingshead; Kristy Smith; Chief of Police Charles Stanford; Council Member Sean Haardt

Chairman Byrd called the meeting to order just after 7 PM.

There were no citizens present to offer comment or concern.

A review of the July minutes was tabled.

National Night out was a success, with good attendance and positive feedback from prior members of the planning team. The DNR display was very well received. The dj was very effective.

The only issue with vendors was that we inadvertently had 2 representatives of Damsels in Defense were in attendance. One of those representatives decided not to participate and left the event. ***Rick plans to issue an apology to the vendor that left.***

Food service and quantities were adequate, with the exception of having a great deal of hot dogs left over. An ordering mix up was identified as the reason for the extra.

Recognizing and thanking supporters was discussed. ***Kristy will rewrite the thank you letter to include a call to action for participation next year and email it to Rick.*** Sean suggests that each of the Commission members sign the letter to make it more personal.

In a roundtable discussion, the following recommendations and ideas for next year were identified:

How to encourage attendees to visit all of the displays?

- A map or large sign at the entrance;
- A “punch card” type handout that could be turned in at the end to be entered in a prize drawing. This would also allow us to collect addresses and identify which neighborhoods we are reaching with this event;
- Balloons as bait at the Public Safety Commission table so that we can encourage folks to visit each area.

Suggestion Additions/Changes/Omissions

- Is the McGruff Crime Dog costume cost prohibitive at \$1,500? Perhaps a sponsor?
- Sheriff’s Department Bear Cat vehicle—pledged to Williamsport, but is there another piece of equipment that would be of interest?
- MSP Helicopter
- Rock wall from the Boy Scouts contact Mr. Hunzberry
- Procuring one or two smaller helium tanks rather than the costly large one.
- Moving timeline back to contact potential sponsors and offering designated sponsor levels or suggested giving amounts. Following up with a tax deduction letter.
- Printing a poster with the names of sponsors to display at NNO and other events to give donors a return on their investment.
- Establishing the “show time” for the magician at 6:30 PM.
- Glow bracelets are too costly and unnecessary for the time of day of the event.
- Establish a budget.

The Mayor and Council Report from Sean included feedback from a ride along that Sean did with Chief Stanford. It was an eye opening and very interesting experience. They did identify the following issues:

Stop sign at Graystone and Winner and on Weldon Circle are faded.

The 4 reminder signs on Potomac reminding residents of the street sweeping schedule are also faded.

The yellow line on Park Drive should be removed as that roadway is one way.

The process to replace these is in the works. A request has been made to the town, and ***Sean will email Megan to remind her.***

During this discussion, Rick was approached regarding the trees blocking the stop sign at Blecker View. ***Sean will email Megan regarding contacting the property owner to address this issue.***

Chief Stanford offered the Boonsboro Police Report. The department has re-implemented the tag flagging program for parking tickets in Boonsboro. Speed and traffic control in and around Shafer Park continues to be a problem. Chief recommends the installation of 4 No Parking signs along Shafer Park Drive and 4 more on the left side of Park Drive on the back side of properties facing McKeldin. Discussion of potential speed bump installation in that area led to a conversation regarding the speed on Saint Paul Street. ***Sean will investigate the cost of speed bumps and the installation*** so that, should the commission make recommendation to the mayor and council, we can offer a full explanation and expenses.

It was noted that the cross walk system on Main/Potomac/Saint Paul is controlled by the state. Local residents have commented that the recent changes in the light timing have improved traffic flow through town. Chief Stanford suggested that the commission consider purchasing large, green signs warning of pedestrian traffic and town events to be placed strategically in accordance with our high foot traffic areas.

There was no Fire and Rescue Report as no representatives were present.

The meeting was adjourned with a motion by Terri, seconded by Kristy at 8:30 PM.

Respectfully submitted,

Kristy Smith