

**Public Safety Commission
Meeting
19 September 2013**

Public Safety Commission (PSC) monthly meeting was held on Thursday, 19 September 2013 at 7:00 PM in the first floor conference room (former town library) of Town Hall. Present: Acting Commission Chairman Cindy Collier, Commission Members Scott Stavrou, Bryan Hill and Terri Hollingshead. Also present was PSC Council Liaison Sean Haardt of the Mayor and Council (M&C) Absent: Police Chief Charles Stanford and Commission Member Marty Love. No guests were present.

WELCOME:

Collier welcomed those in attendance and explained she would be working from a hard copy of the distributed agenda with additionally packets of information handed out. These packets included the final revised Resolution 2013-03 Charter for the Boonsboro PSC and PSC Proposal for New Addressing Ordinance 2013. Additionally, newly appointed commission members Bryan Hill and Terri Hollingshead were welcomed to their first PSC meeting.

MINUTES:

Motion by Collier, second by Stavrou to officially approve the 18 July 2013 PSC Meeting Minutes. Motion carried

UNFINISHED BUSINESS:

Collier presented and reviewed to the new member the transition of the former Police and Public Safety Commission (PPSC) to the PSC (see Resolution 2013-03 Boonsboro Public Safety Commission).

Final discussion were held on the general outcome of Boonsboro's National Night Out that was held on Tuesday 6 August 2013. Collier reviewed correspondence received from Marie Oyster on Columbia Bank on enjoyment with event. Notes were then compared to delineate between which organization had a physical presence at the event versus those that sent donations. This was done to expedite the mailing of Thank You letter to all organizations. Collier recommended that at next year's event that there should be an official check in station so as to keep better record of those that set up a booth. Consensus was that this would be helpful since duties at serving stations kept PSC and M&C member busy. Frederick's Costco mistakenly went to Brunswick and the Inn of Boonsboro did not attend.

Liaison Haardt reported that it was generally felt that the amount of entrée food items was perfect but that he had to return forty-one (41) bags of sixteen (16) count rolls to the Frederick Costco's. There were also smaller overages on napkins, disposable plates, water and sodas. M&C member Janeen Solberg estimated that approximately four hundred and fifty individual (450) were served entrees.

Also, there was a need to address the issue of the not being able to hear the DJ or music if anywhere not next to the Pavilion the DJ was set up in. This stems from the DJ and Michael T working together and needing to be close together. Consensus was to explore the possibility of

tying into the gazebos PA system.

Collier detailed the history of the proposal for a new addressing Ordinance to be submitted by the PSC to the M&C. After some discussion Hill was requested to take the lead in drafting the address ordinance proposal. Hill accepted and would attempt to finalize a draft to be given to Liaison Haardt before the M&C workshop meeting of Monday 30 September 2013.

Bryan Hill when queried responded that both the 1st Hose Company and Boonsboro Ambulance and Rescue Company seemed good with arrangements and location and as always kids had fun in water.

NEW BUSINESS:

Collier reviewed for new member the ongoing concerns of the town about the conditions of the sidewalks of Boonsboro and the need for the PSC to conduct a survey to identify problematic sidewalks to be repaired by applicable residents. It was felt by the M&C that with the Town Employees already fully engaged in other duties that this would fall under the PSC purview. The PSC had already reviewed documentation and ordinances used by Middletown to judge sidewalk conditions.

Collier reported on the Walkability Study that was going to be used as a possible aid and starting point for the PSC to address deteriorating sidewalks in Boonsboro. This study was supported by a grant given to the Environmental Commission Chaired by Brigitte Schmidt and Liaison Barbara Wetzel. A college intern was thought to have been conducting survey in August followed by a presentation in October 2013. Consensus was to wait until the findings of the survey were presented.

Lastly, during Boonsboro Days there was concern was expressed by Hollingshead about the number of bicyclist in what appeared to be an organized rides that went through town. Collier and Hollingshead would independently investigate in hope of talking with the organizers to make suggestions for alternate days or routes. Lastly, Collier expressed concern about pedestrian safety while crossing near Park Lane during Boonsboro Days.

MAYOR & COUNCIL REPORT:

Liaison Haardt had been approached with concerns about excessive speeding on Della Lane. Additionally, residents felt best possible solution would be the installation of one or two stop signs. Suggestions by residents included one stop sign at the intersection of Della Lane and Kerns Drive and another possibly at the intersection of Winner Lane and Della Lane. Stavrou would email Chief Stanford to initiate a traffic survey prior to next PSC meeting to check on the speeds of vehicles on Della Lane.

Liaison Haardt reported on the developments of the ongoing safety issues of Cemetery Lane. The town recently received written confirmation from the Maryland SHA that it was solely within the town's jurisdiction to remove parking spaces on Main Street (Alt 40) as needed. With this confirmation the M&C decided to remove one residential parking space to the immediate left of the intersection of Cemetery Lane onto Main Street to improve the sight lines of cars exiting Cemetery Lane onto Main Street. This would be done without a previously discussed public

hearing.

Stavrou volunteered to relay this information via email to Mr. Tom Bickle of the Boonsboro Cemetery Board and point of contact in general for issues concerning Cemetery Lane especially in light of previous assurance that he would be notified of any public hearing. Stavrou would not contact Mr. Bickle until receiving notification from Megan Clark/Debby Smith that the resident closest to the parking space being removed had been officially notified by the town. Liaison Haardt also reported that it was being discussed to add a No Thru Trucks prohibition sign.

CHIEF'S REPORT:

There was no Police report.

FIRE & RESCUE REPORT:

No report from the 1st Hose Company of Boonsboro or the Boonsboro Ambulance and Rescue Service.

ADJOURNMENT:

Motion by Stavrou, second by Collier to adjourn at 8:30 PM.

Respectfully submitted,

/s/

Cindy Collier,
Public Safety Commission