

**Public Safety Commission
Meeting
19 June 2014**

The Public Safety Commission's (PSC) monthly meeting was held on Thursday, 19 June 2014 at 7:00 PM in the first floor conference room (former town library) of Town Hall. Present: Commission Chairperson Cindy Collier, Commission Members Terri Hollingshead, Marty Love and Scott Stavrou. Also present PSC Council Liaison Sean Haardt of the Mayor and Council (M&C). Absent from the PSC was Chief Stanford with prior notice. Guest Amanda Kerr was present. She is a summer intern that will be conducting Walkability Study for the town of Boonsboro.

WELCOME:

Collier welcomed those in attendance.

MINUTES:

Collier allowed for a few minutes review of the May Minutes. Following this review Motion by Stavrou to approve the 15 May 2014 Minutes seconded by Love. Motion Carried.

Guest and Walkability Study

Collier introduced Amanda Kerr a past graduate of Boonsboro High School now attending Northeastern University in Boston, Massachusetts. Ms. Kerr intends to major in Environmental Science.

Ms. Kerr will be critical in aiding with the PSC ongoing efforts to address the issue of town's walkability and identifying sidewalks needing repair. The Boonsboro Environmental Commission (BEC) obtained a grant to fund a summer intern to conduct a comprehensive walkability study of Boonsboro. Walkability being a way to quantify an area's conduciveness to use walking as a major mode of travel.

After introduction the PSC along with Ms. Kerr discussed possible ways to walk, survey and qualify the sidewalks of Boonsboro. The first major obstacle was trying to meet deadline for the town's upcoming newsletter and to include an announcement from Kerr stating dates and requesting volunteers to help. Consensus was that instead of a range of days to have volunteers canvas Boonsboro and survey connectivity and walkability it was better to pick a specific day.

Consensus was that 19 July 2014 would probably be best day. This would give Ms. Kerr plenty of time to compile data from survey and present in report form before heading back to school and to present data possibly to the PSC during its August meeting. Kerr would submit announcement for town's newsletter. Collier suggested securing a pavilion in Shafer Park for volunteers to meet at prior to and after walk. Love noted that using Shafer park as a staging area would insure ample parking for participants. Hollingshead suggested creating a Facebook event page. Both ideas would be pursued along with obtaining pre and post refreshments for volunteers. An additional idea to be further explored by Kerr is to possibly divide the town in quadrants based upon the intersection of MD34 with Alt 40.

Kerr was planning on tailoring the Walkability Checklist Form to meet Boonsboro's needs. The Walkability Checklist is a survey form first brought to the PSC's attention during its February Meeting. This form is produced by a partnership between multi Federal Agencies and Community Organizations.

Upcoming National Night Out (NNO)

Haardt had the letters to be hand delivered to area businesses asking for donations and if they wished to set up booths at NNO. Hollingshead and Haardt would hand deliver the letters.

Hollingshead received a \$50 dollar gift card from American Legion Post 10 and gave to Collier who asked Haardt to give to Kim Miller or Megan Clark to be used for purchases for NNO. Haardt reported that Chris Doyle Owner of Mountainside gardens had affirmed via Officer Morgan of the PBD that he would advertise the NNO on his message board.

Assistant Mayor Howard Long was concerned about the use of condiment bottles and the mess that it made and would prefer individual Condiment packages. After some discussion it was felt that the individual packets would generate more trash waste and be of higher cost. Consensus was to stay with condiment bottles.

The PSC made final determinations on what to purchase as giveaways to be handed out at the NNO event. Additionally, members reported on their progress with individual tasks.

Dan's Tap House and Outdoor Seating

Concerns had been raised by citizens to Collier, Hollingshead and Stavrou about the enclosed outdoor seating area by Dan's Tap House and its adherence to guidelines of the Americans with Disabilities Act (ADA). Additionally, the question was raised if Dan's had even secured a permit to install the fencing to enclose the area. Love wondered that because it was movable fencing that maybe it had not needed a permit. Haardt would address the questions and concerns to Megan Clark immediately.

Vacancy within PSC

The PSC is looking to fill the vacancy within its ranks since the departure of Bryan Hill. Kim Miller had forwarded an online application from a potential member to the PSC. Collier had queried if it was acceptable for the PSC to compile a list of questions to ask potential candidates. Miller responded that other commissions do ask questions of candidates. After some discussion within the PSC it was determined that potential questions should answer these areas of concern:

1. Need to be able to consistently attend monthly meetings
2. The PSC has administrative positions that may need filled (i.e. Chairperson and secretary)
3. May be needed at other times than just monthly meetings

M&C Report

Haardt reported that a fifth officer and administrative assistant for the police Chief had been approved and budgeted for the BPD. Additionally, replacement officer for resigned Officer Sean Faith would soon be graduating from the police academy and starting with the BPD. Also, the BPD was an active presence at this year's carnival.

Additionally, a new pay scale had been approved for town employees along with new water and sewage rates. The Address Ordinance developed by the PSC was now officially in effect. Haardt also showed a picture of the new paintings (posters) that are to be added to the Utilities Building on Main Street.

The M&C was very pleased with the success of this year's Greenfest and Fishing derby.

ADJOURNMENT:

Motion by Hollingshead, second by Hollingshead to adjourn at 8:500 PM. Motion Carried.
Next PSC meeting to be held 17 July 2014 at 7:00 PM.

Respectfully submitted,

/s/

Cindy Collier,
Public Safety Commission Chairperson