

Public Safety Committee Meeting

June 18, 2020

Present: Rick Stevens, Chairman; Greg Seymour; Christi Weaver; Jean Burns;

Police Representative: Bryce Dickens

Council Liaison: Ray Hansen

Meeting was called to order by Rick Stevens at 1910 hours. The minutes from the May meeting were reviewed and a motion to accept was made by Christi Weaver and second by Greg Seymour. The minutes from the February Meeting were reviewed and a motion by Christi Weaver was made to accept and second by Greg Seymour.

PSC Member: The committee recommended that Kim LaBrush's name be presented to the Mayor and Council to become a member of the PSC committee. A motion was made by Christi Weaver and second by Greg Seymour.

National Night Out has been changed to October 6, 2020. Christi is waiting for orders from Governor Hogan so she can begin planning for the event. This discussion will be revisited at the next meeting.

Washington Goes Purple: Christi suggested we follow up National Night Out with this program. A date of October 13, 2020 was recommended and a proposal will be sent to the Mayor and Council. Available date to be announced for Narcan Training.

Officer Dickens reported for Kevin Morgan on the traffic study for Center Street. It was proposed that traffic be one way from Lakin Avenue to the Parking Lot at Town Hall with a sign being posted at the entrance of the parking lot. Traffic from St. Paul Street to Lakin Avenue will be straight through. A traffic study from May 15-27, 2020 showed 2100 cars traveling south on Center street at 1 MPH to 27 MPH. During the week of June 1-8, 2020 there were 748 cars traveling north on Center Street at approximately 27 MPH. A motion was made by Greg Seymour and Second by Christi Weaver that the above recommendation be forwarded to the Mayor and council for consideration. Officers Dickens also reported that during the month of April there was only 22 traffic stops. For the month of May there were 57 calls for service, 226 traffic stops and 1 adult traffic arrest.

Ray Hansen, council liaison reported that Election was completed with no changes in leadership. New budget was passed. Deadwood from the park will be removed.

Meeting was adjourned at 2000 hours. The next meeting will be July 16, 2020 at 1900 hours.

Respectfully Submitted
Jean Burns

Boonsboro Park Board

June 24, 2020

Present: Laura Schnackenberg, Greg Solberg, Jeff Davidson, Isaac Whitmore, Chris Hawkins, Rich Hawkins, Sandra Shifler, Council Liaison Rick Weaver

The meeting was called to order by Chairperson Schnackenberg at 7:00 pm.

The May minutes were read and approved with the correction: There will be **no** vendors/food at the Independence Day Celebration. Motion Jeff, second Rich all approved.

New Business

Olivia Swann of Troop 2119 presented her Eagle Scout project. She proposes to construct a Gaga Ball pit for the park. The structure is 30 inches high and 14 feet by 14 feet in the shape of a hexagon. The game is similar to Dodgeball and up to 15 people can play at one time. Olivia will begin the project in early August and hopes to finish by the end of August.

The Park Board recommends the project to be constructed in the new park. It should have caps on the top for safety reasons. The project can include a door to make it handicapped accessible, but due to cost this may be added later.

Motion by Greg, second by Jeff to move the project forward to Town Council.

BEC Alison Preston presented the Park Board with a suggestion to landscape the area around the bandstand with sturdy, low maintenance shrubs. She is willing to get information/estimates for the project. Park Board is in favor of the project and thanks her for being willing to move forward with getting information/estimates for the project. The project will be revisited when Alison presents her information.

Richard DiPietro, Jockey Bar and Grill, presented an idea to sell food at the Sept. 6 concert. He will contact Sandy after he gets information about a food permit and ideas for a menu. Motion to move forward with the idea Greg, second Isaac, all approved.

Unfinished Business

Independence Day Event - July 3, rain date July 5

Fireworks will be in the park, but there will be no music or vendors. Several organizations will be selling food/drinks in the surrounding area, but not on park property.

The Park Board recommends having signs around the park to encourage social distancing and signs in the bathrooms about proper hand hygiene. Rick will contact Kim about purchasing the signs. These signs can be used for all events in the park this summer.

Concert Series

The corrected list of concerts is: July 11 at 7 pm - The Plate Scrapers
July 18 at 7 pm - The Cruisers
Aug. 1 at 7 pm - Andrew Janosek & Friends
Aug. 8 at 7 pm - The Fall Guys
Aug. 16 at 3 pm - Mason Dixon Barber Shop Chorus
Aug. 23 at 7 pm - Rocky Birely Combo
Aug. 29 at 7 pm - Josh Crews and Friends
Sept. 6 at 5 pm - South Mountain Jam featuring
Jeff Taulton

Park Board requests the benches in front of the bandstand be relocated to be at least 6 feet apart.

Movie Night

July 11 - Frozen II
Aug. 8 - Lion King
Sept. 12 - Spiderman

Soccer Shots - no information

Tree Board - The tree that was hit on May 28 will have to be replaced. The insurance company for the man who hit the tree will be billed for replacing the tree.

Discussion

There were questions/discussion about the possibility of speed bumps being put in the streets through the park.

Park Board requests feedback on the list of items submitted for repair during the April walk through.

Meeting adjourned at 8:30.

Next meeting - July 22

Respectfully submitted,
Sandra Shifler
Secretary

**BOONSBORO MUNICIPAL UTILITIES COMMISSION
REGULAR MEETING
Wednesday June 17th, 2020**

The Boonsboro Municipal Utilities Commission (BMUC) held its regular meeting on Wednesday, June 17th, 2020 in the Charles F. "Skip" Kauffman Building's Meeting Chambers. Participants included Commission Chair Bob Sweeney and Commission Members Eldon "Jake" Jones, Bobby Mose, Stu Mullendore, Ken Eshbaugh and David Wade. Also, in attendance were Mayor and Council Liaison Anthony Nally, Town Manager Paul Mantello and Pete Shumaker W/S Superintendent. Commission Chair called the meeting to order at 6:00 PM.

Public/Other Comments:

There were no public comments

Meeting Minutes

The Regular BMUC Meeting Minutes for May 20th, 2020 were reviewed by the commission members. Commission member Ken Eshbaugh motioned to approve the minutes; Motion was carried 5-0.

Treasurer's Report

The May Treasurers report was reviewed. Commission member Ken Eshbaugh made a motion to approve the report, Motion was passed 5-0

Unfinished Business

Meter replacement program is now 86% completed with 203 meters left to be replaced.

Water Loss Taskforce. Eric Kitchen provided an update to the with plans to review the FY 2020-meter readings. He would also like to get readings on Crest View for water loss

Wastewater model update Town Manager Mantello. Three Hundred of the Three Hundred Twenty manholes have been surveyed/mapped. The findings should start to trickle in. Weekly updates are proceeding every Friday at 9:00 AM,

Removing Article IX & Resolution to establish BMUC. The Mayor and Council has reviewed the document.

Crestview Pump Station Streambank Restoration Project. Reviewing preliminary designs and logistics with the State Highway Administration and other stakeholders are ongoing. Pre application meeting tomorrow.

Collections System Rehabilitation Project Phase 2 Update. An RFP will be in the paper Friday. New technology to be used that is quicker and cheaper.

New Business

Reappointment of Stu Mullendore- Term ends June 2020. Motion to recommend reappointment made be Commissioner Bobby Mose, Motion Passed 5-0 Recommendation to be forwarded to Mayor and Council for consideration.

Municipal Assets& Capital Improvement Commission. A technical document handout entitled System Development Charges was briefly overviewed. A conversation ensued as to how to jump start this project and eventually bring in Stakeholders from other Town Boards and citizen stakeholders into the process. This process will help guide the Town in assessing Development fee

Paul Healey & Ron Humble-Tap Application A tap application for 39 &41 South Main Street was reviewed by the Board with the owners present Much discussion about the number of taps required as we want to make this process fair and equitable to this applicant and all future applications. As there is already written direction for tap allocation per meter size in the present Construction Manual. A motion was made by Commissioner Dave Wade to follow the Manual and allow 2 additional taps for 39&41 South Main Street. Motion passed 5-0

Park Lane Sewer Replacement & Repaving Project. One of the worst stretches of sewer piping in Town is through Park Lane. The sewer runs almost adjacent to a spring drain that empties into the Park creek. The Commission wants to do the pipe replacement in conjunction with the scheduled repaving project of this street.

Town Managers report Paul Mantello

Systems Report- Pete Shumaker We are awaiting parts from Europe to repair the Chieftain Lane pump station

Mayor and Council Report – Mayor and Council Liaison, Anthony Nally, provided a brief summary of Mayor and Council activities since the last BMUC meeting.

Adjourn:

A motion to adjourn was made by Commission Member Dave Wade at 8:00, the Motion approved 5-0.

Next Meeting is scheduled for Wednesday July 15th at 6:00 PM.

Respectfully Submitted,

Dave Wade
Secretary

DRAFT

**BOONSBORO ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
JUNE 24, 2020**

The Boonsboro Economic Development Commission met June 24, 2020 at Shafer Park.
In attendance: Chair George Messner, Secretary Vickie Messner, Commission members Carol Blessing, Bruce Wilder, and Council liaison Marilee Kerns. Mayor Howard Long was also in attendance.

The minutes from the February 26, 2020 meeting were approved as written. Motion to accept: B. Wilder, Second: C. Blessing. Motion carried.

The Networking Breakfast is suspended until further notice.

Old Business

Advertising- Spring/Summer rack cards were distributed through utility mailing. Most events on the front have been cancelled, fall card is on hold.

Strategic Plan- Mission Statement draft- A motion to accept the Mission Statement draft was made by C. Blessing, Seconded by B. Wilder. Next step is to work on Goals and Objectives.

Parking- Parking map placed on Google and Waze. Parking signs have been installed.

New Business

Financial report- A review of the 2020 budget transactions accounted for all expenses except Spring/Summer rack cards.

Planting costs were questioned. C. Blessing will be in touch with Nature Boy about expenses.

New Businesses- *Fetch* is a new business opening this week.

July 3 fireworks will be held in Shafer Park. No vendors will be allowed in the park, but they can set up in an area outside the park.

Boonesborough Days is still scheduled for September 12-13.

National Night Out has been postponed until October 6.

Boone Fest (Family Day Out) may occur the first Saturday in October.

Term renewals- C. Blessing, B. Wilder and V. Messner all declined 3- year term renewal. By-laws indicate at least four members need to be on commission. A new secretary needs to be appointed, as well as someone to assume Networking breakfast duties.

Boonsboro EDC e-mail- A message was received from Antietam Cable to migrate all accounts by July 31, 2020.

Next meeting: Wednesday, August 26, 2020

Motion to adjourn: V. Messner, Second: C. Blessing. Motion carried. Adjournment: 9:46 AM

Submitted:

Vickie Messner,

Secretary

Draft
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MINUTES OF A MEETING OF THE ENVIRONMENTAL COMMISSION
TUESDAY, June 9, 2020

PRESENT: **Via Zoom meeting: *Commission Members:*** Chairperson Kathy Vesely, Alison Preston, Leah Grasso, Laura Schnackenberg, Amy Jones, Barbara Wetzel, Anthony Dowell, Town Council Liaison Terri Hollingshead

ABSENT: Scott McIlwee

PRESIDING: Chairperson Vesely called the regular meeting to order at 8:07 PM.

APPROVAL OF MINUTES: The March minutes were unanimously approved with corrections for COVID-19-related updates.

NEW BUSINESS:

Commission Member Jessica Renner has moved. The BEC will send a card in thanks of her support of the BEC over the years.

There is a new member who has applied for the vacant BEC spot, and the BEC will conduct an interview via Zoom hopefully during the July meeting.

OLD BUSINESS:

Sustainable Maryland Certified: First draft of application is due June 30th. If we pass the first round, the second interview will be July 31st before a decision is rendered on recertification. The BEC discussed how to expand the "Green Team" to include more than just BEC members. We'd like to create a short document (one page) with talking points related to responsibilities of the Green Team. Chairperson Vesely was asked to provide a list of Green Team responsibilities, and BEC members are asked to give consideration to our individual contacts and thoughtfully consider anyone who might be a good fit for the Green Team.

Chairperson Vesely has been attending Friday afternoon Zoom calls with Sustainable Maryland to source ideas and general suggestions.

SUBCOMMITTEE REPORTS:

Waste Reduction – no report.

Strategic Plan/Grants - BEC member Preston reported that we were not awarded the G3 grant from the Chesapeake Bay Trust. There is a call scheduled with Chesapeake Bay Trust on June 18 to discuss why we were not awarded the grant. A separate Outreach and Restoration grant is available with a deadline of August 4th for which we will be submitting an application

Trees – Despite there being no Arbor Day ceremony, an Arbor Day tree, donated by Edelen Tree Company, was planted in town. Another planting of 17 trees occurred in May with funds from a grant from Maryland Association of Forest Conservancy District Boards. There are funds remaining for a few more trees.

Public Education/Outreach – We hope to be able to reschedule Emily Dyson (Entsorga) for a later date when large group restrictions are lifted.

Green Team/Monarch Butterfly – Chairperson Vesely and BEC member Wetzal weeded the Monarch Butterfly waystation in Shafer Park. The waystation was an Eagle Scout project a number of years ago, but the upkeep and maintenance of the garden was not considered. So that this not fall solely on the BEC, suggestions were made to advertise for volunteers in the next town newsletter and/or contact the Master Gardeners to see if they'd be able to assist.

Farmer's Market – The Farmer's Market is going well so far this year. Vendors seem to like the new location at the parking lot adjacent to the Police Station and have reported increased sales. The market will likely remain at this location for the remainder of the 2020 season. Average weekly attendance is about 150 guests.

Community Green Spaces – Greg Huntsberry suggested that the plantings around the gazebo in Shafer Park could stand to be refreshed. The town's maintenance crew would maintain any new landscaping. Attention needs to be paid to the growth habits of any potential plantings so as not to interfere with any performances at the gazebo; possibly we'd want to focus attention to the back side of the gazebo and be sure to utilize native plants. Would it be possible to tag team with the Park Board on this?

TOWN UPDATE:

Town Liaison Hollingshead provided a number of town updates including a NRF grant for five AEDs (defibrillators) to be located throughout town. Also one EV charging station is going to be installed at the parking lot behind Town Hall.

COMMISSION MEMBER COMMENTS:

BEC member Wetzal reported that the Electric Aggregation bill passed the State Senate but didn't get to the floor before the session was shut down due to COVID-19.

ADJOURN: The meeting was adjourned at 9:00 PM.

Respectfully submitted by
Amy Jones, BEC Secretary

***Next meeting: TUESDAY July 14, 2020 – Via Zoom Meeting. Regular meeting at 8:00.**