

**LETTER OF INTENT  
BETWEEN TOWN OF BOONSBORO  
AND  
BOARD OF EDUCATION OF WASHINGTON COUNTY**

Town of Boonsboro  
Boonsboro Town Hall  
21 North Main Street  
Boonsboro, Maryland 21713

Board of Education for Washington County  
10345 Downsville Pike  
Hagerstown, Maryland 21740

**RE: Chase Six Boulevard – Campus Avenue Realignment Project**

This letter of intent (“Letter”), by and between the Town of Boonsboro (“Town”) and the Board of Education of Washington County (“BOE”), jointly known as the parties, represents the basic terms for an understanding that shall be considered non-binding until both governing bodies have taken formal action.

The parties jointly agree that a realignment of Campus Avenue to meet Chase Six Boulevard at a new, traffic signal-controlled intersection will increase safety for both pedestrian and vehicular traffic to and from the Boonsboro School Campus. To achieve this goal, certain parcels of land are required to be conveyed between multiple parties (see attached “Concept Plan”).

**Parcel descriptions**

- Parcel “A” – a four-sided parcel currently privately owned that is bordered by Maple Avenue to the West, separate private owner to the North, Town lands to the South, and BOE land to the South.
- Parcel “B” – A four-sided parcel currently owned by the BOE that includes a portion of an existing regional storm water pond maintained by the Town, bordered by Town lands to the North, and BOE lands to the East and South.
- Parcel “C” – A four-sided parcel currently owned by the BOE that is bordered by Maple Avenue to the West and BOE lands to the North, East, and South.
- Parcel “D” – A narrow, four-sided parcel currently owned by the BOE that is bordered by Maple Avenue to the West, BOE lands to the North and East, and privately held property to the South.

That after several communications and meetings between the parties, the parties understand the following to be true:

1. The BOE does not have the legal authority to convey property to another entity except the Board of County Commissioners of Washington County (“BOCC”) and that the Town understands that cooperation and agreement with the BOCC is required for the realignment

project. Additionally, land conveyed by the BOE to the BOCC must also be approved by the Interagency Commission on School Construction.

2. All parcels identified and mentioned in the following shall be surveyed based on final road construction plans, with exact areas and metes and bounds descriptions determined for each.
3. The Town agrees to pay the costs associated with surveys of all above described properties and those not identified but required for the transactions outlined below.
4. The BOE will convey Parcel "B" to the BOCC. The BOCC would then need to convey Parcel "B" to the Town.
5. The BOE will convey Parcel "C" to the BOCC. The BOCC would then need to convey Parcel "C" to the Town.
6. The Town then intends to convey Parcel "C" to a private owner, however that transaction, after conveyed to the Town shall not include BOE.
7. The BOE will convey Parcel "D" to the BOCC. The BOCC would then need to convey Parcel "D" to the Town. Parcel "D" may be used for a new storm water facility associated with the new intersection.
8. That per Town ordinance and based on the proposal to use Parcel "C" for a business, screening will be required along the Parcel "C" property lines that are adjacent to and abut BOE property to the North and East.
9. The Town and other entities, other than BOE, will provide all funding necessary to pay for the construction of the relocated Campus Avenue and all necessary associated improvements.
10. Prior to the project being bid and the commencement of construction, the BOE will be allowed to review, offer comments, and approve all plans for the relocated Campus Avenue. The BOE will also be allowed to review and offer comment for improvements to Maple Avenue and the new intersection with Chase Six Boulevard. Appropriate sidewalks, signage, and pedestrian signals are to be included as part of the project to ensure and encourage safe pedestrian routes to and from the school campus.
11. The BOE will permit construction, of portions of the relocated Campus Avenue on its property, with stipulations to include, but not limited to, liability and insurance, project management and work completion as will be further detailed and reflected in a future Agreement between the parties.

12. The Town intends to acquire Parcel "A" but that acquisition shall not involve the BOE.

**TOWN OF BOONSBORO**

By: Howard W. Long  
Name & Title: Howard M. Long, Mayor  
Date: 01/25/2023

**BOARD OF EDUCATION OF  
WASHINGTON COUNTY**

By: Melissa A. Williams  
Name & Title: Melissa A. Williams, President  
Date: January 27, 2023

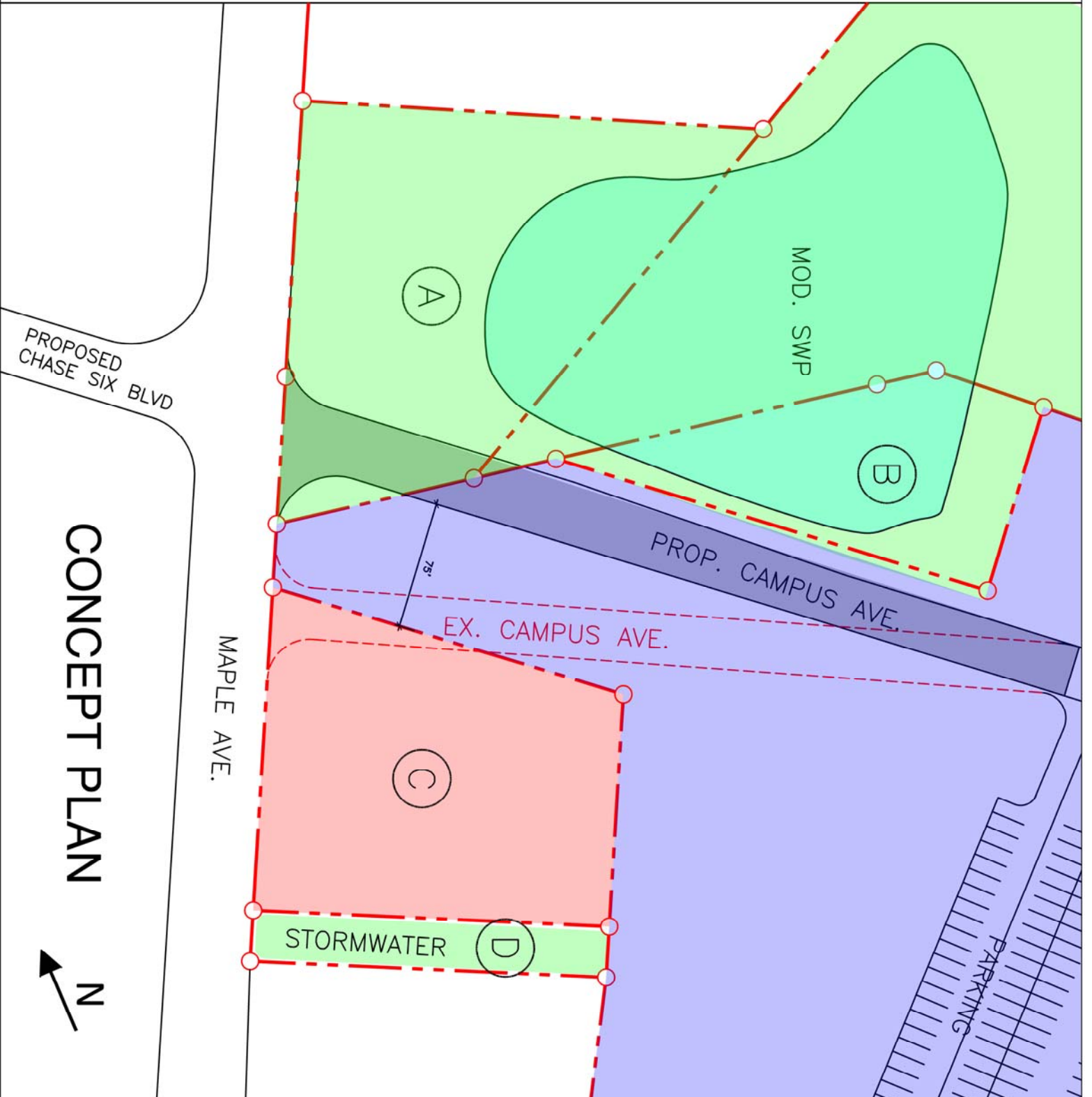
**A** PRIVATE OWNER  
TO  
TOWN OF BOONSBORO

**B** BOE  
TO  
BOCC  
TOWN OF BOONSBORO

**C** BOE  
TO  
BOCC  
TOWN OF BOONSBORO

**D** BOE  
TO  
BOCC  
TOWN OF BOONSBORO

**D** BOE  
TO  
BOCC  
TOWN OF BOONSBORO



# CONCEPT PLAN

