

BOONSBORO MAYOR & COUNCIL
MONDAY, JULY 29, 2019
WORKSHOP MEETING

The Mayor and Council held their Workshop Meeting on Monday, July 29, 2019 in the Meeting Chambers to set the Regular Session Agenda for Monday, August 12, 2019. Present were Mayor Howard Long, Assistant Mayor Rick Byrd, Council Members Marilee Kerns, Ray Hanson, Terri Hollingshead, Tony Nally and Rick Weaver. Also present were Office Manager Kimberly Miller, Town Planner Ethan Strickler and Police Chief Kevin Morgan. The meeting convened at 6:00PM.

Park Board Recommendation – Soccer Shots Program at Shafer Park: Town Planner Strickler, Office Manager Miller and Council Member/Park Board Liaison Weaver, on behalf of a recommendation for the Park Board, presented the Soccer Shots Program to the Mayor and Council. Office Manger Miller stated that Tom Birch, Soccer Shots Program Director, could not be at the meeting this evening, but that he provided the program material for the Councils review and input. Town Planner Strickler stated that he was present for Mr. Birch’s presentation to the Park Board at their July 24 Meeting. He stated that the Program is for children ages 2 to 8 and that they focus on learning the basics of soccer while playing and just enjoying themselves. He stated that Mr. Birch is requesting the use of a 20x20 yard space in Shafer Park for Monday evenings for an 8-weeks period beginning in September. Office Manger Miller stated that it looks like a great Program for little ones and that all of the coaches and staff go through a thorough background checks. Council Member Weaver stated that the Park Board is in favor of the Program and that Mr. Birch has stated that they will provide the Town with 10% of their revenue from the Program for using the Park. Council Member Kerns stated that the Town does not charge other groups to use the Park and if Mr. Birch would like to make a donation, then that would be fine. **Motion** by Council Member Weaver, second by Council Member Kerns to approve Soccer Shots use of Shafer Park on Mondays beginning in September 2019. **Motion** carried.

Water Capacity Analysis: Town Planner Strickler presented the Water Capacity Analysis to the Mayor and Council for their review and input. This same analysis was presented to the Planning Commission at their July 23rd meeting and will be presented to both the BMUC and Boonsboro Keedysville Water Board at their August meetings. He reviewed his methodology for reaching the numbers that the Town will use as an official water capacity number, indicated that he used data from the past ten years of actual withdrawals from all sources on the system with the Town’s permitted withdrawal capacity per MDE. In terms of remaining capacity on the system, Town Planner Strickler noted that using a conservative planning number of 250 gallons of water per day per EDU, the town has 979 remaining connections on the shared water system before it reaches the systems permitted capacity of 682,000 gallons per day. In addition to the remaining connections, Strickler informed the Council that the Town has 780 connections to the water system already allocated to various developers and the Town of Keedysville combined (primarily to developers, Keedysville’s EDU reserve is 70). Therefore, the Town has 199 EDU connections to the water system remaining that are not allocated. Strickler informed the Mayor & Council that they could use this number as a planning tool regarding water capacity in the present and moving forward in the future. Discussion also included that this analysis would be updated on an annual basis after reviewing each fiscal year’s actual water withdrawals.

BNCP19-02 – Concept Plan for The Preserve at Fox Gap Residential Subdivision and Staff Report: Town Planner Strickler stated that based on the original Annexation Agreement #3 with the Easterday family, development of the remaining portion of commercial property of *The Preserve at Fox Gap* can be submitted directly to the Town staff, by going through the proper permitting process, and approved without the Mayor and Councils formal approval. He stated that all residential development on the property must be approved as a Resolution by the Mayor and Council, which will then allow the Easterday’s developer to submit a Concept Plan to the Planning Commission. He reviewed that he initiated the preliminary discussion for BNCP19-02; *Concept Plan for The Preserve at Fox Gap Residential Subdivision* at the July Regular Meeting, noting that that the Concept Plan includes 118 single family building lots on 43.34 acres of land. Town Planner Strickler presented draft Resolution 2016-06; *Authorizing Permission for the Preserve at Fox Gap, LLC to Submit a Concept Plan for Residential Development at the Easterday Annexation Property* for the Mayor and Council review and input. He stated that Town Attorney Wantz thoroughly reviewed the draft Resolution and asked if the Council had any questions. Council Member Kerns asked if the developer is proposing a new water source for the proposed residential subdivision. Town Planner Strickler stated that there is no mention of a ‘well’ in the Agreement, but that the South End pump stations upgrades were all mandated as part of the development and that it will be further reviewed as the development progresses. Mrs. Mary Ernst, who owns an adjacent property, asked if the 8 taps are water or sewer taps. Town Planner Strickler stated that they are sewer taps. BMUC Member Bob Sweeney asked if there will be access to the residential development other than from Alternate 40 and Route 67. Town Planner Strickler stated an additional access road has not been addressed yet, but that coming in from the side of the property would require that a

bridge be built. Town Planner Strickler thoroughly reviewed his Staff Report for the Mayor and Council in conjunction with the Concept Map provided by Frederick, Seibert and Associates, Inc. He stated that only single-family homes are proposed at this time which may limit the affordability for people who are looking for townhomes or apartments. Justin Doty, of Frederick, Seibert and Associates, Inc., addressed the Council and asked if they had any additional questions for him. He stated that he will be taking into Town Planner Strickler's comments and Report into account as they move forward with development plans. Town Planner Strickler stated that he is recommending the Introduction and voting on Resolution 2016-06; *Authorizing Permission for the Preserve at Fox Gap, LLC to Submit a Concept Plan for Residential Development at the Easterday Annexation Property* at the August 12 Regular Meeting. **(NEW BUSINESS – RESOLUTION)**

Summers Common Master Plan: Town Planner Strickler presented the Summers Common Master Plan for the Councils review and input. He stated that he plans to have 14 canopy trees, such as oak and maple trees, planted so as not to completely block residents site views across Knode Circle. He further stated that the Environmental Commission gave their permission to use some of their funds to purchase the trees. Town Planner Strickler stated that the 2 of the boulders will be removed from the south side of the park and 4 of the boulders will be removed from the north side. He stated that the Knode Circle residents plan to plant 2 flower beds near the area for the current boulders and that 4 dogwood trees will also be incorporated in those areas.

- Mary Ernst, 21009 Mousetown Road. Asked if the Town would consider creating 'Garden Blocks' in that park? Town Planner Strickler stated that the BEC has discussed a community garden many times and are considering an area in Shafer Park for that. Mrs. Ernst asked if the Town is also considering a Dog Park. Mayor Long stated that yes, that is part of the Master Plan for Shafer Park.

Charter Amendment Committee (CAC) Updates: Town Manager Mantello stated that the Charter Amendment Committee met on July 23, 2019, before the Planning Commission Meeting, to discuss their goals for updating the Town Charter. He stated that the CAC's first goals are to remove Article 9 and update the State Codes. He further stated that all proposed Amendments will be advertised and presented in the form of a Resolution to the Mayor and Council. Town Manager Mantello stated that he will provide updates to the Council as the process moves along. Town Planner Strickler stated that he reviewed the annexation boundaries for the Town, noting that they can be easily updated in the Charter. He stated that he spoke to the Planning Commission regarding the discussion at the Mayor and Council Special Meeting on July 15 about the possibility of merging with the Boonsboro Municipal Utilities Commission, and report that the Planning Commission would like to stay separate from the BMUC.

PUBLIC COMMENTS

- **Sandra Garcia**, 20807 Mousetown Road. Concerns regarding the proximity of the proposed Fox Gap Residential Subdivision to her property and her horses. Stated that she is worried that if a footpath is created between the property borders that people will be tempted to try to pet or feed her horses. Stated that a better solution needs to be explored for a buffer zone between the properties. Town Planner Strickler stated that it could be accomplished by planting a thick border of trees and by moving the roadway closer to the property lines.
- **Mary Ernst**, 21009 Mousetown Road. Concerns about the existing natural ponds near the Fox Gap property and asked if they will be protected. Town Planner Strickler stated that yes, one of the ponds is permanently protected by forest conservation land and will not be disturbed.

Motion by Council Member Hollingshead, second by Council Member Weaver to close the Workshop Meeting at 7:43 PM.

Motion carried.

Respectfully submitted,
Kimberly A. Miller, Office Manager