

**Public Safety Commission
Meeting
21 November 2013**

The Public Safety Commission's (PSC) monthly meeting was held on Thursday, 21 November 2013 at 7:00 PM in the first floor conference room (former town library) of Town Hall. Present: Acting Commission Chairperson Cindy Collier, Commission Members Bryan Hill, Terri Hollingshead and Scott Stavrou. Also present PSC Council Liaison Sean Haardt of the Mayor and Council (M&C) and Officer Shawn Faith of the Boonsboro Police Department (BPD) to present the traffic study for Della Lane. Absent: Police Chief Charles Stanford and Commission Member Marty Love. No guests were present.

WELCOME:

Collier welcomed those in attendance and distributed the meeting agenda along with additionally packets of information. These packets included The Washington County Sheriff's Office Speed Enforcement Evaluator Summary for Della Lane (hence forth the Della Lane Traffic Survey). The M&C reviewed and annotated PSC Proposal for New Addressing Ordinance 2013. Lastly, combined correspondence from Morgan Boyd who serves as Chief of Operations for the Boonsboro Rescue Company. This combined correspondence contained Chief Boyd's input on the Addressing Ordinance and Liaison Haardt's summary of questions raised by M&C on Della Lane Traffic Survey and Addressing Ordinance.

MINUTES:

After additional time for final review of Motion by Stavrou, seconded by Hill to officially approve the 17 October 2013 PSC Meeting Minutes. Motion carried

UNFINISHED BUSINESS:

After further review by the M&C and with additional input and suggestions from both Oley Griffith of the 1st Hose Company of Boonsboro and the Chief Boyd of the Boonsboro Rescue Company the Address Ordinance was discussed. Major points were the need for ordinance to also apply to commercial buildings with consensus that this was a good idea. Specific attention was paid to section 4B and 4B (i) by the M&C as pertaining to distances on applicability and placement. Consensus was to leave the distances as written. Discussions were also held on the necessity and differences between the Town's Address Ordinance versus that of Washington County's Address Ordinance. It was clarified that the establishment of a Town Ordinance would tackle more completely the specific concerns of Boonsboro.

Additional changes dealing with typographical errors would be corrected by Hill and then sent to liaison Haardt for final submission to the M&C.

Slated on the agenda was further discussion on the repositioning of the stop line on St. Paul to help the 1st Hose Company of Boonsboro with exiting and entering this street. At the discretion of Collier this was tabled until further input from Oley Griffith. Also information needed to be gathered to address the potential impact and concerns for truck deliveries to Dan's Restaurant and Tap House.

NEW BUSINESS:

With the PSC recently reaching full membership discussion were held on the official election of a PSC Secretary and Chairperson. Stavrou voiced his reservations about continuing as the unofficial Secretary for the PSC. A position he has held for the last two (2) plus years. He cited changes to his work schedule and longer commutes to Bethesda, Maryland as being strong factors causing less free time to comfortably handle this duty going forward even with the recent streamlining of the format and scope of the minutes. However, Stavrou agreed to continue on as Secretary after some discussion and with pledges by Collier and Hill to help and/or occasionally act on an as needed basis as Secretary.

Collier was enthusiastically supported and encouraged to continue on as Chairperson for the PSC. However, at her request an official vote would be postponed until all members could be present in case they also wished to be considered for the position.

Additionally, it was decided to cancel the next PSC meeting which would take place on 19 December 2013. This was due to its closeness to the Christmas holiday. This is a departure from years past when the PSC normally would cancel January's PSC meeting.

MAYOR & COUNCIL REPORT:

Liaison Haardt reported that all Thank You Letters for participants in Boonsboro's National Night Out had been signed and sent out.

Additionally, the initial Address Ordinance was well received by the M&C but some questions remained.

Additionally, liaison Haardt reported on suggestions by Mike Schramm, a firefighter for Boonsboro and resident of Middletown, such as defense classes for women, hazardous waste disposal, and that the Boonsboro Fire Department make suggestions for fire safety during the Holiday Season to be included in the Town's Newsletter. This was the most immediately actionable suggestion and Hill volunteered to put together safety suggestions. Consensus was for Hill to put together a comprehensive safety fact sheet and let the town edit if needed due to print space.

CHIEF'S REPORT:

Officer Faith presented the findings within the Della Lane Traffic Survey. This survey was initiated at the request of the PSC and through the efforts of the BPD with material assistance by the Washington County Sheriff's Office to address ongoing concerns about vehicle speeding well above the posted 25 MPH speed limit along the length of Della Lane especial near the intersection of Della Lane and Toms/Kerns Drive. These concerns resulted in the submission to the PSC (see 17 October 2013 Minutes) and M&C a petition requesting the addition of a stop sign at stated intersection.

The nine day survey conducted between Monday, 14 October 2013 to Wednesday, 23 October 2013 captured and analyzed approximately six thousand (6,000) individual instances of vehicles crossing its recording field. Hill queried Officer Faith on the calibration of the recording

equipment. Officer Faith stated he would need to contact the county to get that information.

Initial assessment of the data led the PSC to believe that the area was not a safety concern. Also when confronted with new stop signs drivers would just perform rolling stops or ignore entirely. However, upon closer scrutiny of the data especially by Hill the most glaring point was that there was nearly nine (9) instances per hour of cars passing through the intersection travelling in the range of 31-35 MPH. This is without the addition of 571 instances of cars travelling through the intersection in the 36-40 MPH range. This combined with the petition and heavy children presence caused the PSC to vote for the addition of two more stop signs at the intersection. Liaison Haardt would present this decision to the M&C for their consideration.

FIRE & RESCUE REPORT:

Hill reported Chief Griffith had been approached about concern of sidewalk congestion near Josie's on Main and the need to move some of the seating arrangements to make passable accommodations for wheelchairs as per the Americans with Disability Act (ADA).

ADJOURNMENT:

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

Respectfully submitted,

/s/

Cindy Collier,
Public Safety Commission Chairperson