

Minutes
Public Safety Commission
Town of Boonsboro
March 9, 2023 @ 7:00 p.m.
Boonsboro Town Hall Annex
21 North Main Street
Boonsboro, MD

Meeting called to order at 7:00 p.m. by Chair Kim LaBrush

Present: Kim LaBrush, Ena Martin, Harry Nogle, Rick Stevens, Kyle O'Connor – Boonsboro Volunteer Fire Department Representative (BVFD), Jeff “Jay” Metz – Boonsboro Ambulance & Rescue Representative, BPD Chief Morgan, BPD Officer Daveler, Marilee Kerns - Council Liaison

Absent: Bo Quinn, Greg Seymour, Brian Smith

Guests: none

Secretary’s Report: The minutes of the February 16, 2023 meeting were emailed to the committee for review. The minutes were approved by a motion from Rick Stevens, second by Ena Martin and vote by commission.

Citizens Comments: none

Old Business:

School House Manor: BVFD Kyle O'Connor stated no update still communicating with School House Manor and Washington County Housing Authority.

Opticom Traffic Signal: Chair Kim LaBrush stated Town had not received letter from BVFD. Kyle O'Connor, BVFD Representative, checked with his chief and stated that a letter was hand delivered to Town Hall. Liaison Kerns will follow up with Town staff. BPD Chief Morgan stated Town had sent a letter to SHA. Chair LaBrush stated letters from Emergency Response groups were needed.

Knox Boxes: Chair LaBrush gave the EDC article for their Business Newsletter. BVFD Rep Kyle O'Connor stated a knox box was installed at local business – Eby’s Garage.

Newsletter Articles: Chair LaBrush submitted articles to Town for the next quarterly newsletter on sidewalks and Washington County non-emergency contact number information.

Safety Training Equipment: Boonsboro Ambulance & Rescue Representative Jeff Metz stated he had not been contacted by anyone from the Town regarding ordering the Stop the Bleed Training Kit. Council liaison Kerns stated she did put that in her action item email to Town Manager and staff after last meeting, she will follow up.

Park PA System: Chair LaBrush reported that town staff are waiting to be contacted by original installer to look at the equipment, no update on status, but Town is committed to having repaired prior to upcoming park events.

Town Ordinance – House Numbering: Chair LaBrush included the current Town Ordinance regarding house numbering requirements with the agenda. There is no restriction or forbidding the rural reflective high visibility numbering. Kyle O'Connor stated Crestview HOA forbids this type house numbering. BPD Officer Daveler stated the high visibility numbering is valuable to emergency personnel responding to calls. Ena Martin stated that if the Town includes the allowance of this numbering in their ordinance, she didn't believe an HOA could override that rule. Chief Morgan and Jeff Metz also stated these are very helpful when responding to calls. Kyle O'Connor suggested making them requirements on new construction. Liaison Kerns stated she will see if she can find what Washington County ordinance states and come up with some recommended amendment to the town's ordinance for discussion at our April meeting. Kyle O'Connor stated there is a website: smartsign.com that sells 911 emergency signage.

New Business:

Safety Commission Budget: Commission Chair Kim LaBrush asked members if they reviewed the past budget history received. Chair LaBrush stated she will revise the National Night Out letter to allow the safety committee to use any unused collected donations for their ongoing safety projects. There was discussion regarding projects and funding CPR Training Kit. Motion by Kyle O'Connor to request \$1,250 for National Night Out event and \$ 2,750 for Safety projects and events – this includes the funding of the CPR Training. Motion second by Rick Stevens. Motion passed unanimously. Liaison Kerns will present budget request to council along with required meeting expense for Public Safety Commission.

National Night Out: Chair Kim LaBrush stated she will apply for Community Grant Program Funding (CGFP) with assistance from BPD & Town grant writer. This can be used for National Night Out which is scheduled for Tuesday, August 1, 2023.

Chairman's Report: Chair Kim LaBrush stated she attended a tour of the Myersville Municipal Center with Town Manager, Mayor, and others which houses Myersville/Frederick County Fire Department & County Rescue as well as the Town Municipal offices and Frederick County Police. Kyle O'Connor stated the Boonsboro Fire Department was not timely notified to attend and would like to participate in the future. Chair LaBrush stated there are grant opportunities to build an inclusive facility in Boonsboro for Police, Fire & Rescue. The Town will be exploring this opportunity and would like the Safety Commission to be involved with coordinating the needs of the various departments. Myersville's facility has community areas available for rentals and joint kitchen, lounge and gym areas for police, fire and rescue. The current proposed area is where the BPD is located and the football field – a minimum of four (4) acres is required. There is a conference in May about station design and opportunities.

Boonsboro Police Department – Chief Morgan: New police vehicle to be deployed soon. The traffic study on Della Lane has been completed with majority of vehicles obeying speed limit. Chair LaBrush stated that the Kinsey Heights problem has been reduced and the loud music has not been happening. The commission inquired about the recent protest at Dan’s Tap House and Chief Morgan stated the BPD shifted schedules to have coverage and there were no incidents. Chief stated BPD has received numerous requests for copies of police footage from Dan’s asking customer to leave. The BPD brought up the request for some type of permit to be required for door-to-door knocking. He states they receive calls and complaints regarding the Comcast solicitors and would like them to carry a permit and have time restrictions. Council liaison stated she will inquire with what county requires and bring to council again.

Boonsboro Fire Department Report – Kyle O’Connor

Nothing additional to report

Boonsboro Ambulance & Rescue Company Report – Jay Metz

Nothing additional to report

Council Liaison Report – Marilee Kerns

Marilee Kerns alerted the commission of the proposed new ordinance for parades and special events. The commission felt a \$150.00 permit fee per event for a food truck was too much, but thought a permit of minimal charge would be okay and would like it to include that the truck has a Health Department permit. Kerns reported the Annual Memorial Day Parade will be Sunday, May 28 and the Annual Rescue Company carnival will be held May 26 – June 3, 2023.

The meeting was adjourned at 7:54 p.m. by motion from Kyle O’Conner, second by Harry Nogle and commission consensus.

Next Meeting Thursday, April 20, 2023 – 7:00pm Town Hall Annex

Respectfully submitted,

Marilee Kerns