

Minutes
Public Safety Commission
Town of Boonsboro
May 18, 2023 @ 7:00 p.m.
Boonsboro Town Hall Annex
21 North Main Street
Boonsboro, MD

Meeting called to order at 7:03 p.m. by Chair Kim LaBrush

Present: Kim LaBrush, Harry Nogle, Bo Quinn, Greg Seymour, Kyle O'Connor – Boonsboro Volunteer Fire Department Representative (BVFD), Jeff “Jay” Metz – Boonsboro Ambulance & Rescue Representative, Marilee Kerns - Council Liaison

Absent: Ena Martin, Brian Smith, Rick Stevens, BPD Liaison

Guests: None

Secretary’s Report: The minutes of the April 20, 2023 meeting were emailed to the committee for review. The minutes were approved by a motion from Jay Metz, second by Kyle O'Connor and vote by commission.

Citizens Comments: none

Old Business:

Opticom Traffic Signal: Chair Kim LaBrush reported no update or correspondence received

Park PA System: Chair LaBrush reported that PA system was to have been repaired – need to verify with Public Works Department and test prior to NNO in August.

Town Ordinance – House Numbering: Chair LaBrush stated there will be an article for the Town Quarterly Newsletter. Kyle O'Connor – BVFD reported that after contacting the Crestview HOA, they will be allowing the reflective emergency signage. Council Liaison Kerns reported that she gave the recommendation to the Council from the Commission regarding updating our current ordinance and the suggestion to require this type signage for new construction. The current Town Planner & Code Enforcement Officer has taken a new job and will be leaving the Town. The rewriting of the ordinance will be on hold until new Town Manager and Town Planner staff are in place.

Boonsboro Emergency Center: Chair LaBrush stated she would like to schedule another tour of another facility. It was suggested Fort Dietrick site. Kyle O'Connor will reach out to see if he can get the forms required for base approval of participants and get a tour scheduled. Getting funding and some additional floorplans to review are on the list.

New Business:

Sidewalks: Commission Members and Chair Kim LaBrush met at 6:00 pm and walked Potomac Street. Member Nogle navigated the street in a wheel chair. Problem areas were noted and Chair LaBrush took photos and some videos of the areas that need attention. A majority of the sidewalk issues are around the water meters in the sidewalk. There are issues at some driveway entrances and areas that are not easily accessible or have a full 36” clearance. Council Liaison Kerns will report to the Mayor & Council at the June meeting and they can then decide on next steps and how to proceed. The Commission will meet next month at 6:00 pm and review Lakin Avenue sidewalks.

National Night Out: Chair Kim LaBrush stated National Night Out approaching quickly and is scheduled for Tuesday, August 1, 2023. A copy of the donation request letter was included in the commission member’s email. Chair LaBrush revised the NNO letter to allow for donations to fund Safety Commission projects in addition to NNO. She will have town staff make copies and email and mail them out. She would like volunteers to help contact businesses in person to get donations. If anyone has contacts for donations, or ideas booths and demonstrations let her know. She has not heard regarding getting the MSP helicopter, there will need to be coordination with BPD for landing site if we get the helicopter. No word if Chief Morgan has contacted canine unit for participation.

Citizen Complaint: The following email was received by the Safety Commission:

- Kensey Heights – Complaint from resident Emmalee Rhoton - “Please be sure to address this concern, which is not only about the students but also the parents who come to pick up the students. The parents park in the cul de sac for 2 hours or more waiting on 3:30 pm for their kids to get off school. Then they speed through our streets to 'beat the crowd' They also park on the streets (not only in the cul de sac) and our streets are not meant for on-street parking. Not only is this annoying for the residents of this neighborhood but I also worry about the safety of the kids who live here and walk to and from school.” I contacted Boonsboro Police; they were going to drive by during those times to assess the situation.

Chair LaBrush was hoping to discuss with BPD – she will forward to BPD – with only two more weeks of school, maybe BPD can patrol and a solution can be thought of for fall.

Boonsboro Police Department – No report

Boonsboro Fire Department Report – Kyle O’Connor

Nothing additional to report

Boonsboro Ambulance & Rescue Company Report – Jay Metz

Jay reminded members that the Great Boonsboro Carnival will be in town May 26 through June 3 please come out and support the event and volunteer to help if possible.

Council Liaison Report – Marilee Kerns

Kerns reported that a new Town Manager has been hired and will be starting June 21, our current Town Planner has taken another job and we have advertised the position. The June

Mayor & Council meeting will have the budget public hearing, the Safety Commission budget requests are in the draft budget. Kyle O'Connor mentioned about a severe water leak and asked if pipe replacements in Crestview were in the budget. Liaison Kerns was unaware of the situation and stated that no specific new pipes were included in budget discussion.

Chairman's Report: Chair LaBrush read a thank you note from the Boonsboro Cemetery Association and Tom Bikle regarding the request made for additional signage near the entrance and they appreciated the commission getting that taken care of. Member Brian Smith has been unable to attend meetings, commission will need to find a replacement – preferably that will represent the west side of town. Chair LaBrush will have town staff advertise vacancy on town website.

The meeting was adjourned at 7:46 p.m. by motion from Kyle O'Conner, second by Jay Metz and commission consensus.

**Next Meeting Thursday, June 15, 2023 –
Meet at 6:00 pm at Town Hall for Sidewalk inspection of Lakin Avenue
Meeting at 7:00 pm Town Hall Annex**

Respectfully submitted,

Marilee Kerns