

**Public Safety Commission
Meeting
15 May 2014**

The Public Safety Commission's (PSC) monthly meeting was held on Thursday, 15 May 2014 at 7:15 PM in the first floor conference room (former town library) of Town Hall. Present: Commission Chairperson Cindy Collier, Commission Members Terri Hollingshead and Scott Stavrou. Also present PSC Council Liaison Sean Haardt of the Mayor and Council (M&C) and Police Sergeant Kevin Morgan of the Boonsboro Police Department (BPD) in place for Chief Stanford. Absent from the PSC was Marty Love with prior notice and Bryan Hill with reasons to be recorded further into the minutes. There were no guests present.

WELCOME:

Collier welcomed those in attendance and stated that she had only one hard copy of the agenda.

MINUTES:

Collier allowed for a few minutes review of the April Minutes. Following this review Motion by Stavrou, seconded by Hollingshead to officially approve the 17 April 2014 PSC Meeting Minutes. Motion carried.

Hill RESIGNATION:

Collier read the resignation letter in its entirety from Commission Member Bryan Hill as she had not sent out a copy to everyone. In short Hill expressed his gratitude in serving with the PSC but due to job relocation he was resigning immediately. Collier has notified Town Manager Megan Clark and Town Administrative Assistant Kimberly Miller and they will post/advertise the vacancy on Town's website.

UNFINISHED BUSINESS:

Sidewalks

PSC efforts to address the issue of town's walkability and identifying sidewalks needing repair. Collier in talks with Chairperson Brigitte Schmidt of Boonsboro Environmental Commission (BEC) was informed that the BEC has acquired a summer intern. Intern Amanda Kerr will most likely address walkability concern freeing PSC to concentrate on identifying damaged sidewalks.

Haardt reiterated the approach taken by Middletown in handling sidewalk as part of their standing ordinance. In Middletown the repair of the sidewalks falls upon the residents or town will fix and the charge the resident the cost of the repair.

Richard T. Byrd Jr. approached Collier about strong concerns about the lack of sidewalks on Lakin Avenue. Stavrou voiced concern of lack of sidewalks down the entirety of Center Street especially during school hours. Sergeant Morgan said some of that is alleviated by students cutting through the retirement homes of School House Manor. Hollingshead had sent pictures to Haardt and PSC via email of sidewalks in her assigned area. Stavrou had done a drive through of Crest View put has not taken pictures. His initial assessment was that there was not much to address due to the relative newness of the sidewalks. Sergeant Morgan raised concern about the lack of sidewalks from Potomac (MD 34) down Park Road to Shafer Park.

NEW BUSINESS:

National Night Out (NNO) Tuesday 5 August 2014

Collier suggested that for this year's NNO that the PSC purchase new banners to place at town entrances to advertising the event. After discussion consensus was to keep old banners and cosmetically change date to reflect correct date. This was seen as cost saving. If need be the PSC would cosmetically alter old banners during one of the meetings.

Discussions centered on what giveaways to have this year and explore cost saving methods. Consensus was to purchase pencils and tattoos from NNO and also use leftover Identifying Kits. PSC would explore purchasing balloons and glow in the dark necklaces from other retailers. Hollingshead and Collier would explore outside vendors.

Collier had already contacted and received replies from the DJ, Bookmobile, and Dave Robbins of DNR. Collier was waiting for replies from Magician Michael T and would contact Kim Miller about procuring the temporary food permit. Cindy Kaufman of the M&C stated she would contact Martin's Chips. Hollingshead would approach Mount Nebos for soft serve ice cream and Thompson Gas. Stavrou would contact Antietam Cable about ice cream and Mike Shipe for barrel rides. Haardt would talk to his manager connection at Costco and would hand deliver letters to area businesses.

Sergeant Morgan would approach Chris Doyle the owner of Mountainside Garden and Florist to see if they would advertise the NNO on their electronic message board. He would also approach the management of Weis to see if they would make a donation to the event. Additionally, the Boonsboro Rescue Company would be approached by Collier to advertise the event on their message board.

MAYOR & COUNCIL REPORT:

Haardt relayed for Chief Stanford that there had been 240 calls for service in the last month. Also there had been one (1) adult criminal arrest and one (1) juvenile criminal arrest. The M&C had approved the address ordinance and were pleased with the effort by the PSC. Additionally, two Boy Scouts had written an article about the town's governance. Haardt was concerned with the lack of at least draft minutes for him to present at the M&C meeting. Stavrou reiterated that notes were going to be the best he could do especially since the PSC changed their meeting date to later in the month so as not to conflict with Boonsboro Municipal Utilities Commission (BMUC).

CHIEF'S REPORT:

No formal report by Chief Stanford.

FIRE & RESCUE REPORT:

No formal report

ADJOURNMENT:

Motion by Stavrou, second by Hollingshead to adjourn at 8:30 PM. Next PSC meeting to be held 19 June 2014 at 7:00 PM.

Respectfully submitted,

/s/

Cindy Collier,
Public Safety Commission Chairperson