

**QUEENSTOWN COMMISSIONERS  
REGULAR MEETING  
APRIL 13, 2016  
4:00 P.M.**

**ATTENDANCE:**

President Thomas B. Willis, Jr., Commissioner J. Michael Howell, Commissioner George L. Plumbo, Jr., Jack Shaum, Brynja Booth, Jeannie Fitzgerald, John Fitzgerald, Lane Cole and Pat Howell.

**REGULAR MEETING:**

President Thomas B. Willis, Jr. motioned to open the meeting at 4:04 p.m. Commissioner Howell seconded. Vote: Aye-3 Nay-0.

**OPEN DISCUSSION:**

Pat Howell informed she got a notice regarding the Pilgrimage tour planned with Bowlingly on the tour. There will be no bus arriving in Queenstown. The bus will be going to Story Telling at Chesapeake College.

**COMMITTEES:**

**PUBLIC WORKS:**

Lane Cole is working on the budget. Commissioner Howell and Lane had a meeting with the tower cleaning company. Lane will contact Bob Rauch and Associates regarding a study to see how long the water tower will last or do we need to build a new one.

**PLANNING:**

No one present.

**FINANCE:**

Pat Howell went to meeting with Queen Anne's County Commissioners regarding the tax set-off. They agreed with our assessment but need to fit in their budget, hopefully, will get around \$110,000. AT&T's rent will increase at the cell site. There will be an amendment to their contract for an additional \$1,250. They didn't get the language in the contract that they wanted.

**ASSISTANT CLERK:**

**TREASURERS/FINANCE REPORT:**

General Balance:	
Ending Balance	\$247,941.40
Utility Fund:	
Ending Balance	\$476,267.47

**TREASURERS/FINANCE REPORT:**

WWTP:

Ending Balance

\$124,334.59

**MINUTES:**

President Willis motioned to accept the minutes from 1-13-16 as written. Commissioner Plumbo seconded. Vote: Aye-3 Nay-0.

**CORRESPONDENCE:**

- Letter received from Tom Chandler on behalf of Shore Christian Fellowship Board of Elders responding to our recent meeting that the Town park is infringing upon the church's property. The Town proposal to purchase a parcel of land approximately 20 feet wide by the length of the main parcel is acceptable with all expenses related to this purchase, including any survey, real estate and legal expenses, will be covered by the Town of Queenstown. Once Shore Christian Fellowship receives our proposal price they will make a decision. In the interim, the Town will proceed to make a secure environment at the park by cutting down trees, installation of lighting, etc. Informed Town Attorney to look at plat and assessment of property. Lane Cole will contact Bob Rauch to survey. Commissioner Plumbo will call Tom Chandler about decision. Lane Cole contact Rick at R & D Electric about installing solar lights at park. Also contact someone about removing trees.
- Arbor Day Tree Giveaway begins Tuesday, April 26<sup>th</sup> and ending Friday, April 29<sup>th</sup> here at the Town Office beginning at 10:00 a.m.
- Need to schedule a work session on re-structure of Town Office. The meeting tentatively scheduled for April 6<sup>th</sup> was cancelled. The Commissioners decided on April 18<sup>th</sup> at 9:30 a.m. Need to post.
- Letter sent to James O. Lewis, Jr., President of the Queenstown Volunteer Fire Company, in response to his letter concerning the osprey nest, which is located on top of the Town Water Tower. While the Town appreciates his concern, they do not believe that the Osprey nest poses a significant public health or safety threat which would warrant the removal of the protected bird from the cellular service equipment located on the water tower.
- Letter sent to First Freedom Property regarding 109 Steamboat Avenue (Fenyo) water and sewer line inspection which did not pass inspection. The Town will not sign off on any property transfer unless they pass inspection. The Town will send our agent, MDIA, to inspect the property and report to us on its condition and compliance with our Property Maintenance Code. The Commissioners would also like us to send Alan Coppage with MDIA to inspect the old barn on Old Wharf Lane. We can also give him a list of all violations at once.

- You were given a copy of the draft 2016 Water and Sewer Rate Study at the last meeting. Need to know what you what to do because the budget is coming up. The Commissioners decided to finalize the study.
- Letter received from the National Stormwater Center inviting someone to participate in stormwater permit compliance training. The 2 day certified stormwater inspector (CSI) class will be offered on May 24-25, 2016 in the Annapolis area. No one will attend.
- Letter received from Brent Cohee regarding telephone pole issue. Looking a get a quote to add a pole at corner of Charity and Main and moving existing pole away from Main Street and placing at corner of his property. Verizon is requiring an approval from the Town prior to quoting the work. Hope not to move existing pole but keeping options open during construction. Commissioner Willis said that was fine and will not interfere with anything.

**OLD BUSINESS:**

**ORDINANCE NO. 16-01, INTRODUCED BY THOMAS B. WILLIS, JR.; PRESIDENT AN ORDINANCE OF THE TOWN OF QUEENSTOWN TO AMEND THE QUEENSTOWN ZONING ORDINANCE TO REFLECT THE RECODIFICATION OF ARTICLE 66B OF THE MARYLAND ANNOTATED CODE INTO THE LAND USE ARTICLE; TO AMEND THE DEFINITION OF ZONING CERTIFICATE; TO AMEND THE PERMISSIVE USE TABLE; TO ADD PROVISIONS RELATING TO TEMPORARY USES AND ADAPTIVE REUSES OF HISTORIC STRUCTURES; TO ADD PROVISIONS TO ADDRESS 'BUILD-TO LINES' FOR FRONT YARD SETBACKS IN CERTAIN SITUATIONS; TO ADD PROVISIONS TO ADDRESS PERMITTED EXTENSIONS INTO MINIMUM REQUIRED YARDS IN CERTAIN SITUATIONS; TO PROVIDE THE AUTHORITY FOR THE TOWN STAFF TO ISSUE BUILDING PERMITS IN CERTAIN SITUATIONS; AND TO ESTABLISH A PROCESS FOR THE APPROVAL OF ADMINISTRATIVE VARIANCES BY THE PLANNING COMMISSION IN CERTAIN SITUATIONS.**

Comment period closed on Proposed Ordinance 16-01. Commissioner Bowell made a motion to move to adopt Ordinance No. 16-01. Commissioner Plumbo seconded. Vote: Aye-3 Nay-0.

**EXECUTIVE SESSION:**

President Willis motioned to close the regular meeting and enter into a closed session at 5:19 p.m. to obtain legal advice from Town Attorney. Motion seconded by Commissioner Bowell. Vote: Aye-3, Nay-0.

President Willis motioned to close the session at 5:36 p.m. Seconded by Commissioner Plumbo. Vote: Aye-3 Nay-0

**PRESIDEDNT WILLIS MOTIONED TO REOPEN THE REGULAR SESSION AT 5:37 p.m.**

There being no further business, President Willis motioned to adjourn the meeting at 5:39 p.m.  
Motion seconded by Commissioner Plumbo. Vote: Aye-3 Nay-0.

Respectfully submitted,

Shirlee L. Callahan  
Assistant Town Clerk