

QUEENSTOWN COMMISSIONERS
October 26, 2016

PRESENT: Commissioner John M. Bowell, President Thomas B. Willis, Jr. and Commissioner George L. Plumbo, Jr.

MEETING CALLED TO ORDER AT 6:03 P.M. – Special Session called to order by President Willis.

President Willis motioned to enter into Closed Session at 6:03 p.m. for the purpose of obtaining legal advice from our attorney on contract issues. Motion seconded by Commissioner Bowell.
Vote: 3-aye, 0-nay

President Willis motioned to close the Closed Session at 6:29 p.m. Motion seconded by Commissioner Bowell. Vote: 3-aye, 0-nay

REGULAR MEETING CALLED TO ORDER AT 7:00 P.M.

PUBLIC HEARING – PROPOSED ORDINANCE 16-03
AN ORDINANCE OF THE COMMISSIONERS OF QUEENSTOWN TO APPROVE AND ADOPT THE PROPOSED CRITICAL AREA MAP FOR THE TOWN OF QUEENSTOWN PROVIDED BY THE DEPARTMENT OF NATURAL RESOURCES AND THE CRITICAL AREA COMMISSION, AS THE OFFICIAL CRITICAL AREA OVERLAY DISTRICT MAP FOR THE TOWN OF QUEENSTOWN

Town Attorney Brynja Booth advised that state law requires a Critical Area overlay map with RAC, LDA or IDA designations required. State law updates every 6 years via GIS. The boundary adjustments with this new mapping are relatively minor. Six properties in town now have more LDA on their property.

There being no comments from the public, President Willis motioned to adopt Ordinance 16-03 as introduced. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay

OPEN DISCUSSION:

- Di Quynn-Reno – questioned the changes to the slip agreement. She felt it left loopholes. Commissioners explained the changes
- Robin Laird – daughter of June Collier, town resident. Has never seen anyone speed on Dudley. We have a democracy here, and the change to Dudley came about by 2 people. Completely unfair. Town should worry more about the center of town.
- Edward Benton, Jr. – concerned that only one end was closed and the other half closed. Almost had a head on collision.
- Wendy Hampton - school bus driver and uses Dudley Avenue every day. Very upset with the road closure.
- June Collier – very upset with the road closure.

SWEARING IN OF NEW PLANNING MEMBER:

Town Attorney Brynja Booth administered the Oath of Office to Matthew Reno, new member of the Queenstown Planning Commission.

ATTORNEY UPDATES: Brynja Booth

- A step in the Wheatland's Farm development project is for the Town to apply the Growth Allocation floating zone district to reclassify Critical Area lands in the Wheatland property itself from Resource Conservation Area to Intensely Developed Area. President Willis introduced Proposed Ordinance 16-04 as follows:

PROPOSED ORDINANCE 16-04 – AN ORDINANCE OF THE TOWN OF QUEENSTOWN TO APPLY THE GROWTH ALLOCATION FLOATING ZONE DISTRICT TO RECLASSIFY 59.70 ACRES OF CRITICAL AREA LANDS WITHIN THE WATERMAN PROPERTY FROM RESOURCE CONSERVATION AREA (RCA) TO INTENSELY DEVELOPED ARA (IDA)

President Willis motioned to hold a hearing on the proposed ordinance on December 14, 2016 at 7:00 p.m. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay

PUBLIC WORKS: Lane Cole

- The generator needed a time delay set – was causing the plant to shut down.
- SHA will help town with signage on Del Rhodes and Main St.
- Parking space by Charity Lane should be taken care of – town wants to make it no parking.
- President Willis inquired as to any news on having the lines smoke tested. Mr. Cole will follow up as he's not heard anything.
- Letter from engineer Bob Rauch regarding drainage concerns at Steamboat Village. Water from the newly constructed homes at Steamboat Village is draining toward the rear lot line causing ponding of water and related damage to the adjacent existing lots. Mr. Rauch has inspected the site and original design plans. The site design indicates the water is expected to drain from the rear of the lots to the street. There is adequate grade for the problem to be corrected. Mr. Rauch suggests town contract developer and direct them to correct the drainage problem. He also recommends that all future applications for building permits be accompanied with a detailed site and grading plan that clearly shows final grades and related drainage. Lane Cole will follow up on this with the developer.
- Letter from MDE regarding a follow up to the 2016 Sanitary Survey. The site survey was conducted on September 21, 2016 with Greg Smith of Miller Environmental. There were several items identified as issues and needed to be resolved. Two of the four items would be done by Miller, with the remaining two completed by the Town and/or the engineer.

PLANNING: Hogie Schuster

- November meeting will be held on Thursday, November 3rd to allow for Bob Rauch to attend, as the Golf Course will be making their presentation at that meeting.

FINANCE COMMITTEE: Patricia Bowell

- Received Loss Control Report from LGIT:
 - ADA parking should be designated – started working on it
 - Under insured on the playground – looking into
 - Outdoor clock is not insured – do we want to?
 - No insurance coverage on contents of courthouse. Having the contents inventoried so we can determine amount of coverage

- Administrative – should have a Risk Management Program. LGIT has a template that can be used. She spoke with Perry Stutman, former Commissioner and current member of the Board of Appeals, and asked if he would be interested in working on a draft. Mr. Stutman has agreed to help if requested. Commissioner Bowell motioned to appoint Perry Stutman as editor of the Queenstown Risk Management document. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay.

MINUTES:

President Willis motioned to adopt the July 18, 2016 Closed Session meeting minutes as written. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay

President Willis motioned to adopt the September 14, 2016 Regular meeting minutes as written. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay

President Willis motioned to adopt the October 12, 2016 Closed Meeting minutes as written. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay

President Willis motioned to adopt the October 12, 2016 Regular meeting minutes as written. Motion seconded by Commissioner Plumbo. Vote: 3-aye, 0-nay

CLERK:

- Letter from Shore Christian Fellowship - response to Town's offer for purchase of 20 ft. wide by 283.33 ft. long parcel of land. They have proposed two offers: Proposal #1 - \$10,000, with Town covering all legal, real estate, transfer, etc. fees, and Town provide sufficient signage demarking new park parking area as well as signage for existing church parking lot denoting parking for only Shore Christian Fellowship events. Proposal #2 - \$8,000, with Town covering all legal, real estate, transfer, etc. fees; relocation of current church driveway culvert, a second entrance culvert installed to facilitate Park traffic into Park parking area; some manner of fencing, and sufficient signage demarking new entrance to Park parking and denoting parking for Shore Christian Fellowship events. President Willis motioned that the Commissioner table this matter until such time as a study is completed on the proposals. Motion seconded by Commissioner Bowell. Vote: 3-aye, 0-nay
- Clerk to draft and send letter regarding Dudley Avenue closure of 30 days to all residents in town.
- Clerk advised that Al Hardee inquired about water usage by Queenstown Harbor to water flowers at the entrance of the development. He would like the Town to consider charging just a flat rate each year for it vs. installing a water meter. They don't anticipate much use. Commissioners will study and consider the request.
- Ballfield – President Willis thinks it would be a good idea for the field to be improved at the team's expense. However, lot of things to consider. Still need to look into further before proceeding.

Tracy Gant, Mayor of Edmondson and President of the Maryland Municipal League (MML), and Scott Hancock, Executive Director of MML, were present to present Commissioner Mike Bowell with a Certificate of Appreciation for his service to MML the past several years. Commissioner Bowell was an engaged and committed worker, serving as District VP from 2013-2015, serving

on the Communications Committee, as well as volunteering as a reader since 2012 for the "If I Were a Mayor" contest. Mr. Hancock thanked Commissioner Bowell for his past service, and informed the Commissioners that there is a need for more participation in MML. They both would love to see more volunteers from Queenstown.

There being no further business at this time, President Willis motioned to adjourn the meeting at 8:33 p.m. Motion seconded by Commissioner Plumbo 3-aye, 0-nay

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amy W. Moore". The signature is written in a cursive, flowing style.

Amy W. Moore, Town Clerk

TOWN OF QUEENSTOWN

CLOSED MEETING/EXECUTIVE SESSION RECORD

A public body that meets in closed session may not discuss or act on any matter not permitted under the Maryland Statute summarized below. The public meeting law does not apply to executive functions, quasi judicial functions, or chance encounters or social meetings.

- (1) DATE AND TIME OF PROPOSED CLOSED MEETING OR EXECUTIVE SESSION:

Date: 10/26/16 Time: 6:03 PM

- (2) LEGAL AUTHORITY FOR CLOSING PUBLIC MEETING OR GOING INTO EXECUTIVE SESSION (circle the section of the law which authorizes the closed session):

Open Meetings Act, Maryland Code Annotated, General Provisions Article, § 3-305(b) (2014)

- (1) discuss:
- (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
 - (ii) any other personnel matter that affects 1 or more specific individuals;
- (2) protect the privacy or reputation of individuals with respect to a matter that is not related to public business;
- (3) consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) consider the investment of public funds;
- (6) consider the marketing of public securities;

- (7) consult with counsel to obtain legal advice;
 - (8) consult with staff, or other individuals about pending or potential litigation;
 - (9) conduct collective bargaining negotiations or consider matters that relate to the negotiations;
 - (10) discuss public security, if the public body determines that public discussion would constitute a risk to the public or to the public security, including;
 - (i) the deployment of fire and police services and staff; and
 - (ii) the development and implementation of emergency plans;
 - (11) prepare, administer, or grade a scholastic, licensing, or qualifying examination;
 - (12) conduct or discuss an investigative proceeding on actual or possible criminal conduct;
 - (13) comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; or
 - (14) before a contract is awarded or bids are opened, discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- (3) TOWN BOARD, AGENCY, OR COMMISSION PROPOSING CLOSED OR EXECUTIVE SESSION:

Commissioners of Greenstun.
 (Name of Board, Agency, Commission, or Committee)

- (4) IDENTIFY TOPIC(S) PROPOSED FOR DISCUSSION IN CLOSED SESSION:

obtain legal advice on boundary
line dispute / contract negotiation and
legal advice on property maintenance
enforcement issue.

(5) MEMBERS OF BOARD, AGENCY, COMMISSION, OR COMMITTEE PRESENT AT PUBLIC MEETING AT WHICH CLOSED SESSION REQUESTED:

| <u>Name</u> | <u>Vote on Closure</u> (circle correct vote) |
|----------------------|---|
| <u>George Plumbo</u> | <input checked="" type="radio"/> For/Against |
| <u>Thomas Willis</u> | <input checked="" type="radio"/> For/Against |
| <u>Mike Bowell</u> | <input checked="" type="radio"/> For/Against |
| <u></u> | For/Against |
| <u></u> | For/Against |

(6) TIME CLOSED SESSION CONVENED: 6:03 PM
TIME CLOSED SESSION CONCLUDED: 6:29 PM

(7) PERSONS PRESENT AT CLOSED SESSION:
Amy Moore, George Plumbo, Mike Bowell,
Thomas Willis, Bryan Booker

(8) PLACE CLOSED OR EXECUTIVE SESSION HELD:

Town Office

(9) PURPOSE OF AND TOPICS DISCUSSED AT CLOSED SESSION:

Obtain legal advice on boundary
line issue / property contract negotiation;
obtain legal advice on property
maintenance enforcement matter

(10) SUMMARY OF ACTIONS TAKEN AT CLOSED SESSION, IF ANY:

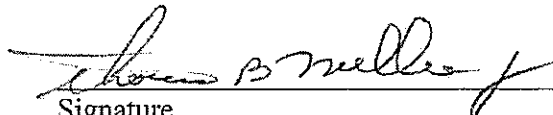
No action - discussion only.

CERTIFICATE OF PRESIDING OFFICER

I hereby certify that I am the presiding officer of Queenstown Commissioners public board, agency, commission, committee, or other public body of the Town of Queenstown, Maryland. I further certify that by a majority vote on the 20th day of October, 2016, the aforesaid agency, board, committee, or commission voted to hold a closed meeting for the purposes, and to discuss the topics, set forth above, and that no other topics were discussed, and that the foregoing is a true record of the closed

meeting described herein. The Clerk is directed to maintain this document as a public record of the Town of Queenstown, and to append the same to the minutes of the next public meeting of the aforesaid agency, board, committee, or commission.

10/26/16
Date


Signature

Thomas Willis, Jr.
Printed Name

President.
Title