



Town Council Minutes
39 W. Main Street

January 14, 2016 – 7:00 p.m.

The regular meeting of the Mayor and Council of the Town of New Market was held on January 14, 2016 in the Town Hall, 39 West Main Street, New Market, MD with Mayor Winslow Burhans presiding. Members of the Council present were Shane Rossman, Jake Romanell, Rita Mueller and Dennis Kimble. Mike Davies was absent.

CALL TO ORDER: The meeting was called to order at 7:00 p.m.

APPROVAL OF MINUTES:

November 12, 2015

Decision: Councilman Kimble made a motion to adopt the minutes as written.

Second: Councilwoman Mueller

Discussion: None

Vote: For – 4 (Rossman, Romanell, Mueller, Kimble) Against – 0, Abstain – 0

Absent – 1 (Davies)

The motion passed

December 10, 2015

Decision: Councilwoman Mueller made a motion to adopt the minutes as amended, with the amended change under, “Approval of minutes” to read “January” not December.

Second: Councilman Rossman

Discussion: None

Vote: For – 3 (Rossman, Mueller, Kimble) Against – 0, Abstain – 1 (Romanell),

Absent – 1 (Davies)

The motion passed

Mayor & Liaison Reports:

Mayor Burhans: Mayor Burhans reported that at last months meeting there were discussions on the plastic barriers on East Wainscot Dr. The inspection was performed and there were still some outstanding issues before the road transfer can be approved. Shawn Burnett is going to have one of his project engineers look into pricing for the temporary plastic barrier and report back with estimates to get that installed for emergency access.

Councilman Rossman:

Councilman Rossman reported that LGIT has conducted their yearly hazard evaluation survey. There were a few items that needed to be fixed at Town Hall and the Community Park which are basic routine maintenance items. Councilman Rossman will work with Maria to get the items resolved within the next few weeks. Councilman Rossman would like to look into getting an electrical plug installed on one of the lights at the community park in the spring. Councilwoman Mueller suggested looking into that when the work at the community park starts for the ADA accessibility. The Fire Hall would like to have the town look into installing a Solar Sign to alert when the emergency vehicles are exiting the fire hall. Councilman Rossman will check with Pat Faux and the Walker Brothers Sign Company and report back with a cost estimate. There have been some mailboxes on the west end of town that have been vandalized and police reports were filed. There's a tree at the Masonic Lodge that is down and Mayor Burhans will look into getting that cleaned up.

Streetscape Update: Councilman Rossman reported there would be no more bricks offered to residents. At 34 W. Main St there was a request to have a lamppost moved and SHA reported that it could not be moved due to the stormwater drain infrastructure being installed. At 12 W. Main St. there was some damage to the planters and the railings when the sidewalk was torn up. Concrete General had pictures prior to the sidewalk being removed and the planters were already damaged. They talked to the property owners and will be looking for a solution to repair. Between 12 and 14 W. Main St. Potomac Edison installed an electrical line. The Town took pictures because it was poorly done and reported it to SHA and Potomac Edison came back out and buried the line and it is now done properly. At 14 W. Main St. there were some issues with the front steps pulling away from the foundation. Concrete General has removed the front steps and they are going to brick all the way up to the foundation. They have been informed there need to come up with solutions going forward because there may be more issues like this with other porches as they dig up sidewalks. 22 W. Main St., all the bushes will be removed and bricked up to the foundation along with the side yard between 22 and 26 W. Main St. At 150 W. Main St. the driveway is very steep and there are holes in front of the mailboxes. Councilman Rossman met with the resident and took pictures and will have that fixed. Concrete General fixed the turn radius at 6th Alley. There are still concerns being reported on the speeding and traffic on the Alley's. At the General Store, 26 W. Main, there were 4 fuel tanks removed and one of the fuel tanks had two feet of fuel still in the tank. At the next partner meeting Councilman Rossman and Councilman Romanell are going to be discussing a possible crosswalk at the east end of town. Streetscape is at 44.5% completion.

Councilman Romanell:

Councilman Romanell reported that some residents have brought up the metal survey pins in the yards that mark off their lots are missing and would like to know if Concrete General has found any of them. Visibility is limited at 8th Alley and requests have been made to have the no parking signs in front of 2 W. Main St. put back up again. The parking spaces designated for Town Hall are getting very muddy and needs new stone put down. Councilman Kimble and Councilman Romanell are going to check prices from

some contractors and report back. There was a bill submitted requesting a change that all recordings and meeting minutes be retained for 5 years. The current law is they have to be retained for 1 year. Councilman Romanell thanked Rick Fleshman for helping out with the SHA/TAC sign program. A conditional approval was received to have the sign installed with the condition being that at least one of the shops in town are open 30 hours a week, 5 hours a day and include one Saturday or Sunday. Rick will be working with the merchants to see who will be able to accommodate the conditions. The New Market Green Team has been established and will hold their meetings on the second and fourth Monday of each month in the Town Hall at 6:30pm. The members will be introduced at next month's Town Council meeting. The next scheduled Green Team meeting is set for Monday, January 25, 2016.

Councilwoman Mueller:

Councilwoman Mueller reported that we have received approval for the ADA upgrades at the Community Park along with barbeque grills and a message board. Councilwoman Mueller would like to find out from LGIT if barbeque grills can be installed at the park. Richard Stonebreaker did a wonderful job with the Christmas in New Market event and he has volunteered to pick up shelving for the shed to keep the decorations organized for future events. Councilwoman Mueller suggested to the council to consider the possibility of a town event planner and discuss this further at a future meeting.

Councilman Kimble:

Councilman Kimble reported that Planning and Zoning did not meet in December. He would like to have a Certificate of Appreciation for Paul Davies with the Masonic Lodge for working on and maintaining the fountain at the Messenell Park. The fire pond will have no action taken at this time due to insurance issues.

Old Business:

1. NMVFD – Concrete Pad

Councilman Rossman reported that he and Councilman Romanell discussed with SHA the issues and the cost at the last partner meeting and SHA wants the Town to go directly to Concrete General. Chief Ben Nalborczyk would like to have a meeting with the Town and Concrete General and discuss further.

New Business:

1. NMES 5K Fun Run, April 30, 2016 – Kimberly Schaffer

Decision: Councilman Romanell made a motion to approve the New Market Elementary School “On the Road Again 5K Fun Run” on April 30, 2016 from 8:55am – 9:45am with the attached traffic plan and street closures.

Second: Councilwoman Mueller

Discussion: None

**Vote: For – 4 (Rossman, Romanell, Mueller, Kimble) Against – 0, Abstain – 0
Absent – 1 (Davies)**

The motion passed



2. 40 S. Alley / Wayne Smith – House Dedication to Town
Wayne Smith presented some history of the house to the Mayor and Council. Wayne built the house in 1971. His Father, Mr. Franklin Smith resided there until his passing in 2008. Wayne would like to gift the house to the Town for a future Town Hall building. One request that Wayne asked the Mayor and Council for is that the building be named, in recognition of his father, the “W. Franklin Smith Center or Hall” with a plaque recognizing his fifty eight years of public service. He also would like to have the property transferred to the town by June of 2016. Mayor Burhans, Councilman Romanell and Councilman Kimble went and looked at the building and reported it would make a great Town Hall and is readily achievable to make the building ADA compliant. Councilman Romanell mentioned that this building belonged to the longest public serving servant in the history of the State of Maryland. The Mayor and Council thanked Wayne for his generous gift. Mayor Burhans will contact the Town Attorney, Bill Wantz, for the appropriate paperwork with anticipation of the transfer to take place in June.

3. Brinkley Manor – Wheelwright Alley – Consideration to Core Alley
Mayor Burhans informed the Council that a resident had contacted the Town of an issue with water in the Alley. DR Horton has patched some of the areas in the Alley and there is still water appearing through the patchwork. Mayor Burhans met with Brian Dusza and the property owners and talked about other options to fix the problem and suggested they ask their HOA for any documentation from inspectors of any work that was performed. The Council does not want to take on any monetary responsibility for the alley.

Public Comment:

- Rick Fleshman – 2 W. Main St.

ADJOURNMENT:

Decision: Councilman Romanell made a motion to adjourn the meeting.

Second: Councilman Kimble

Vote: For – 3 (Rossman, Romanell, Mueller, Kimble) Against – 0, Abstain – 0,

Absent – 1 (Davies)

The motion passed

Respectfully submitted,

Karen Durbin
Clerk to Council

