



Town Council Minutes  
39 W. Main Street

December 10, 2015 – 7:00 p.m.

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The regular meeting of the Mayor and Council of the Town of New Market was held on December 10, 2015 in the Town Hall, 39 West Main Street, New Market, MD with Mayor Winslow Burhans presiding. Members of the Council present were Shane Rossman, Rita Mueller and Dennis Kimble. Jake Romanell and Mike Davies were absent.

*CALL TO ORDER:* The meeting was called to order at 7:02 p.m.

*APPROVAL OF MINUTES:*

November 12, 2015 minutes will be approved at the January meeting.

**Mayor & Liaison Reports:**

**Mayor Burhans:** Mayor Burhans reported that a town resident mentioned looking into exemptions or a discount from personal property tax for smaller businesses. Different rates cannot be applied for different businesses, meaning incorporated/ unincorporated/ public utilities have to be taxed the same rate; however, there can be categories made and possibly exempt them from personal property. Mayor Burhans spoke to Jim Peck with MML and the Town Attorney Bill Wantz and they are going to look into this more for next years budget. Mayor Burhans reminded everyone that Christmas in New Market starts Friday, December 11, 2015 at 7:00pm in the Community Park with the tree lighting ceremony and events will also take place on Saturday, December 12, 2015 throughout town.

**Councilman Rossman:**

**Streetscape Update:** Councilman Rossman reported that streetscape work was performed over the weekend to catch up due to the rain the past several weeks. Notice will be posted on the Town Website and Facebook page again when there are other weekends that Concrete General will need to work due to weather setbacks in order to keep the project on schedule to be completed in the spring of 2017. Safety issues are being addresses by filling in missing concrete sections with gravel until the pedestrian lights are installed along with temporary wood railings on the walls until the permanent railings arrive.

### **Old Business:**

1. NMVFD – Concrete Pad

Councilman Rossman reported that SHA responded with a letter dated November 5, 2015 with the cost of the concrete pad. The letter states the cost to be \$15,500.00 for materials, and in addition, salaries, payroll burden and overhead for additional work is estimated to be \$2,927.80. This brings the new total to \$18,427.80, which is more than expected. After meeting with the fire department, President Paul Hackey and Chief Ben Nalborczyk, would like to use a lower grade concrete in order to keep the cost down. They will be able to keep the fire trucks and equipment out back while the work is being performed to allow the concrete to set before moving the equipment back into the firehouse. Shawn Burnett is going to review the cost difference and Councilman Rossman is going to discuss the concerns at the next meeting with SHA and Concrete General and report back at next months meeting.

2. NMES 5K Run for Colby Reid – January 2, 2016

Received a copy of the approved permit stating that SHA has done the final approval for the event.  
No other action needed.

### **New Business:**

1. Road Transfer Agreement – The Orchard

Town Engineer, Shawn Burnett presented the Deed of Dedication and the Resolution for The Orchard, phase 3, road transfer to the Mayor and Council. The applicant, Miller & Smith is requesting approval for the Town to take over the roads. Stan Aldridge was the representative for Miller & Smith. The barrier is not removed yet and Shawn Burnett suggested that it stay in place until the Town accepts the remaining portion of Brinkley Manor - E. Wainscot Dr. For safety purposes, the fire department Chief, Ben Nalborczyk suggested replacing the barrier with a plastic type material barrier, so that if there is an emergency, the fire trucks can have access into both subdivisions and move the barrier if needed.

#### **Public Comment:**

- NMVFD Chief Ben Nalborczyk
- NMVFD President Paul Hackey
- Stan Aldridge – Miller & Smith



**Decision:** Councilman Kimble made a motion to adopt Resolution # 2015-04 accepting the remaining roads for the Orchard.

**Second:** Councilwoman Mueller

Discussion: None

**Vote: For – 3 (Rossman, Mueller, Kimble) Against – 0, Abstain – 0 Absent – 2 (Davies, Romanell)**

The motion passed

## 2. FY 2016 Budget Reappropriations

### 6<sup>th</sup> Alley

**Decision:** Councilman Rossman made a motion to accept the increase in the amount of \$1,112.50 for 6<sup>th</sup> Alley.

**Second:** Councilwoman Mueller

**Discussion:** None

**Vote: For – 3 (Rossman, Mueller, Kimble) Against – 0, Abstain – 0 Absent – 2 (Davies, Romanell)**

The motion passed

### Snow & Ice Removal

**Decision:** Councilwoman Mueller made a motion to increase the Snow and Ice Removal in the amount of \$1,469 to come out of the unappropriated reserve.

**Second:** Councilman Kimble

**Discussion:** None

**Vote: For – 3 (Rossman, Mueller, Kimble) Against – 0, Abstain – 0 Absent – 2 (Davies, Romanell)**

The motion passed

### Budget Line Item Amendment

There was a formula that didn't add into the original budget spreadsheet under the Fire Pond Clean up for the amount of \$1,002.00.

**Decision:** Councilwoman Mueller made a motion to not amend the budget for line item Fire Pond Clean up.

**Second:** Councilman Rossman

**Discussion:** None

**Vote: For – 0, Against – 3 (Rossman, Mueller, Kimble), Abstain – 0 Absent – 2 (Davies, Romanell)**

Master Plan Funding

**Decision:** Councilwoman Mueller made a motion to fund the Master Plan under the Master Plan Planner line item in the amount of \$6,300. which will come out of the unappropriated reserve.

**Second:** Councilman Rossman

**Discussion:** None

**Vote: For – 3** (*Rossman, Mueller, Kimble*) **Against – 0, Abstain – 0, Absent – 2** (*Davies, Romanell*)

The motion passed

**Public Comment:**

- Shawn Burnett / Wilson T. Ballard – Next week is the meeting with DNR to go over the forest conservation biannual review.
- John Murtagh – 441 Orchard Crest Circle

**ADJOURNMENT:**

**Decision:** Councilwoman Mueller made a motion to adjourn the meeting.

**Second:** Councilman Rossman

**Vote: For – 3** (*Rossman, Mueller, Kimble*) **Against – 0, Abstain – 0, 0 Absent – 2** (*Davies, Romanell*)

The motion passed

Respectfully submitted,

Karen Durbin  
Clerk to Council





# BUDGET AMENDMENT FORM

**Budget Line Item: CIP – 6<sup>th</sup> Alley**

Current Amount: \$40,000

Increase: \$1112.50

Decrease: \$

**Final Amount: \$ 41,112.50**

**Budget Line Item: General Fund**

Current Amount: \$401,389

Increase: \$

Decrease: \$1112.50

**Final Amount: \$400,276.50**

Motion by: *Shane Rossman*

Seconded by: *Rita Muller*

Vote: FOR: *3* AGAINST: *0* ABSENT: *2* ABSTAIN:

\_\_\_\_\_  
Mayor Winslow Burhans III

*12/16/2015*

\_\_\_\_\_  
Date

Budget Revised: \_\_\_\_\_

Copy Sent to: Karen  
Mayor



# BUDGET AMENDMENT FORM

**Budget Line Item: Planning Commision Planner**

Current Amount: \$6,300

Increase: \$6,300

Decrease: \$

**Final Amount: \$ 12,600**

**Budget Line Item: Unappropriated Reserve**

Current Amount: \$211,894

Increase: \$

Decrease: \$6,300

**Final Amount: \$205,594**

Motion by: Councilwoman Mueller

Seconded by: Councilman Rossman

Vote: FOR: 3    AGAINST: 0    ABSENT: 2    ABSTAIN:

\_\_\_\_\_  
Mayor Winslow Burhans III

\_\_\_\_\_  
Date

Budget Revised: 12/10/15

Copy Sent to: Karen  
Mayor



# BUDGET AMENDMENT FORM

**Budget Line Item: Fire Pond Clean Up**

Current Amount: \$0

Increase: \$1002

Decrease: \$

**Final Amount: \$ 1002**

**Budget Line Item: Unappropriated Reserve**

Current Amount: \$211,894

Increase: \$

Decrease: ~~\$1112.50~~

*1002.50*

**Final Amount: \$210,892**

Motion by: *Rita Mueller*

Seconded by: *Shane Rossman*

Vote: FOR: *0* AGAINST: *3* ABSENT: *2* ABSTAIN:

*[Signature]*

Mayor Winslow Burhans III

*12/10/2015*  
Date

Budget Revised: \_\_\_\_\_

Copy Sent to: Karen  
Mayor



# BUDGET AMENDMENT FORM

**Budget Line Item: Snow & Ice Removal**

Current Amount: \$17,541

Increase: \$1469

Decrease: \$

**Final Amount: \$ 19,010**

**Budget Line Item: Unappropriated Reserve**

Current Amount: \$213,363

Increase: \$

Decrease: \$1469

**Final Amount: \$211,894**

Motion by: *Rita Mueller*

Seconded by: *Dennis Kimble*

Vote: FOR: *3* / AGAINST: *0* / ABSENT: *2* / ABSTAIN:

*[Signature]*  
\_\_\_\_\_  
Mayor Winslow Burhans III

*12/14/2015*  
\_\_\_\_\_  
Date

Budget Revised: \_\_\_\_\_

Copy Sent to: Karen  
Mayor