



Town Council Minutes
39 W. Main Street

December 8, 2016 – 7:00 p.m.

The regular meeting of the Mayor and Council of the Town of New Market was held on December 8, 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, Mike Davies, Jake Romanell, and Dennis Kimble. Rita Mueller was absent.

CALL TO ORDER: The meeting was called to order at 7:01p.m.

APPROVAL OF MINUTES:

October 13, 2016

The approval of the October 13, 2016 minutes will be postponed until Councilwoman Mueller returns.

November 10, 2016

Decision: Councilman Rossman made the motion to approve the minutes as written.

Second: Councilman Kimble

Discussion: None

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

Absent – 1 (Mueller)

The motion passed

Mayor & Liaison Reports:

Mayor Burhans: Mayor Burhans did not have anything to report.

Councilman Rossman:

Councilman Rossman reported that he has met with Innovative Incorporated, which is an IT Service company. They discussed some IT services that might help the Town with phone systems, Wi-Fi and some other services once the office is relocated to the new Town Hall. When they respond back with a package plan, Councilman Rossman will bring that estimate back for discussion.

Streetscape Update:

Councilman Rossman reported that the paving on Main Street was completed in two nights. The trees, shrubs and sod continue to go in, and the pedestrian lights are now turned on. There is a work order to remove the old pole lights. There is still a big punch-out list that SHA is working to get through, and they are going to try and get a lot of the

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issues completed before the winter weather sets in. Councilman Rossman wanted to put out a reminder that the curbs will need to be painted, and he would like to look into having an Ordinance for the downtown area sidewalks. Mayor Burhans suggested looking to see if MML has a model ordinance to follow. Councilman Rossman reported that streetscape is almost at 100% complete.

Christmas in New Market Update:

Councilman Rossman reported that Christmas in New Market starts December 9th at 7:00pm in the Community Park with a welcome speech by Mayor Burhans, followed by Irish dancers, caroling around the tree and Santa will arrive on the fire truck at 8:00 pm. On Saturday, December 10th, the parade will kick off at 10:00 am. Main Street will be closed 15 minutes prior to the start of the parade and will reopen at the conclusion of the parade. Santa will be at Town Hall from 12:00-4:00pm, and craft vendors will be at the Fire Hall. The New Market United Methodist Church will have their Journey Back to Bethlehem on North Alley at 4:00pm. and 5:00pm.

Councilman Romanell:

Councilman Romanell reported that the Green Team has identified the walking paths of all four subdivisions to the Northside of the Historic District. Measurements will be done to know the distances. Once that is complete, it will be presented to the residents for feedback. The Green Team has also been working with Frederick County and Frederick City, who has their own residential composting programs, and are hoping by January, to come before the Town Council and present New Market's composting program. The Town of New Market is now certified as a Sustainable Community by the State Department of Housing Community Development. This gives the Town 20 points towards certification as a sustainable community under the University of Maryland program and it also allows the town to become involved with receiving grants to help out the business community. The Green Team is also working on a business map and business listing of businesses in town and outside of the New Market corporate limits. They would like to put the map and listing on the town website and make this searchable. The cost is \$300.00 to make the list searchable.

Councilman Kimble:

Councilman Kimble reported from the P&Z meeting that the flood plain in Royal Oaks, according to FEMA, has changed and one of the houses now falls in the flood plain area. With winter approaching, Brinkley Manor was asking about the sidewalks and who is responsible for snow removal on the sidewalks going into town. Mayor Burhans said that Linda Spoales responded to him saying it was supposed to be the HOA responsibility. Councilman Kimble and Pat Faux discussed the Master Plan map with the Mayor and Council in regards to adding more proposed areas to be annexed into the town for future planning.



Old Business:

1. Town Charter Amendments: Article VI Elections Sections 23-25, 23-30, 23-32, 23-40. Resolution # 2016-04, 2016-05, 2016-06, 2016-07 & 2016-08

Resolution # 2016-04 – Providing for the Qualifications of Voters

Decision: Councilman Romanell made the motion to adopt Resolution #2016-04.

Second: Councilman Rossman

Discussion: None

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

The motion passed

Resolution # 2016-05 – Providing for Qualifications of Voters

Decision: Councilman Kimble made the motion to adopt Resolution #2016-05.

Second: Councilman Rossman

Discussion: None

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

The motion passed

Resolution # 2016-06 – Providing for Registration Generally

Decision: Councilman Rossman made the motion to adopt Resolution #2016-06.

Second: Councilman Kimble

Discussion: None

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

The motion passed

Resolution # 2016-07 – Providing for Nomination of Candidates

Decision: Councilman Kimble made the motion to adopt Resolution #2016-07.

Second: Councilman Romanell

Discussion: None

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

The motion passed

Resolution # 2016-08 – Providing for Women

Decision: Councilman Rossman made the motion to adopt Resolution #2016-08.

Second: Councilman Davies

Discussion: None

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

The motion passed



New Business:

1. Resolution # 2016-09 / Main Street Maryland Affiliate Program

Resolution # 2016-09 Main Street Maryland Program

Decision: Councilman Romanell made the motion to adopt Resolution #2016-09.

Second: Councilman Rossman

Discussion: None

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

The motion passed

2. Board Re-Appointments for HDC/ARC – Kevin Witmer / Term Ending November 2018

Decision: Councilman Rossman made the motion to re-appoint Kevin Witmer to the HDC/ARC board with a term ending November 2018.

Second: Councilman Romanell

Discussion: None

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

The motion passed

Public Comment:

- Councilman Kimble asked to look into when the lawn maintenance contract is up
The new green spaces will need to be added to the new contract.

ADJOURNMENT:

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

Second: Councilman Rossman

Discussion: None

Public Comment: None

Vote: For – 4 (*Rossman, Davies, Romanell, Kimble*) *Against – 0, Abstain – 0, Absent – 0*
The motion passed

Respectfully submitted,

Karen Durbin
Clerk to Council

