

The Town of New Market



1793

Town Council Minutes
40 South Alley, New Market, MD 21774
General Session
March 13, 2025 – 7:00 p.m.

The Mayor and Council of the Town of New Market met in person and virtually via Zoom on Thursday, March 13, 2025, with Mayor Winslow Burhans presiding. Council members present were Matt Chance (via Zoom), Dennis Kimble, Shane Rossman (via Zoom), Chris Weatherly, and Michael Wright. William Wantz, Town Attorney (via Zoom), Shawn Burnett and Tim Rye (via Zoom), Town Engineers, and Pat Faux Town Planner/Zoning Administrator (via Zoom), and Steve Pippin, President of NMCP, were also present.

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

ADMINISTRATIVE BUSINESS

Motion: Councilman Kimble made a Motion to approve the February 13, 2025, minutes
Second: Councilman Weatherly
Public Comment: None
Vote: For –4 (Kimble, Rossman, Weatherly, Wright)
Against – 0
Abstain – 1 (Chance)
Absent – 0
The Motion passed.

NEW BUSINESS

Introduction to Draft Ordinance 2025-03: *For the Purpose for Declaring that Certain Real Property is no Longer Needed for a Public Use and Authorizing Conveyance to an Adjoining Property Owner*

Mayor Burhans and William Wantz, the Town Attorney, introduced the draft ordinance with a request for a Public Hearing to be set at the April 10, 2025, meeting.

Motion: Councilman Kimble made a Motion to introduce Ordinance 2025-03: *For the Purpose of declaring that Certain Real Property is no Longer Needed*

Mayoral Initials: _____

A handwritten signature in blue ink is written over the line provided for the Mayoral Initials. The signature is stylized and appears to be the initials of the Mayor.

for a Public Use and Authorizing Conveyance to an Adjoining Property Owner

Second: Councilman Weatherly

Public Comment: None

Vote: For –5 (Chance, Kimble, Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 0

The Motion passed.

Draft Amendments to Town Charter Resolution 2025-01 – Qualifications for Mayor and 2025-02 – Qualifications for Town Council

Councilman Wright presented draft amendments to the Town Charter.

Motion: Councilman Wright made a Motion to Approve Ordinance¹ 2025-01 and 2025-02 as written and to be effective and enacted today

Second: Councilman Rossman

Mayor Burhans entered into the record the Maryland Code, Local Government §403 which governs the procedures for amending a municipal charter.

Public Comment: Kristina Trunnell, Tracie Hackley, Howard Wilson, Kevin Brightful, Larry Wrinn, Michaela Mueller, Bryan Hatmaker, Walter Olson, Caitlin & Simon Moroney, Lori Finafrock

Motion: Councilman Wright made a Motion to amend his original motion for the effective date for the two charter amendments to be *May 2, 2025*.

Second: Councilman Rossman

Vote: For –3 (Chance, Rossman, Wright)
Against – 2 (Kimble, Weatherly)
Abstain – 0
Absent – 0

The Motion passed.

NM Summer Picnic – Saturday, June 7, 2025

Kay Brenner presented her idea and budget for a Summer Picnic to be held at the Town Hall grounds on Saturday, June 7, 2025, from 4:00 p.m. to 6:00 p.m.

Motion: Councilman Kimble made a Motion to adopt the NM Summer Picnic plan as presented

Second: Councilman Chance

¹. The motion stated "Ordinance" instead of "Resolution," but the numbers listed are correct.

Mayoral Initials: 

Public Comment: Tracie Hackley, Calvin Wang
Vote: For -5 (Chance, Kimble, Rossman, Weatherly, Wright)
Against - 0
Abstain - 0
Absent - 0
The Motion passed.

Repair at 20 West Main Street

The Town Engineers presented this item. For further information, please refer to the Staff Report dated March 7, 2025.

Motion: Councilman Kimble made a motion to approve the expenses and to ensure that they do not exceed \$3,500.00. (This includes at least \$1,000 for monitoring)
Second: Councilman Weatherly
Public Comment: None
Vote: For -4 (Chance, Kimble, Weatherly, Wright)
Against - 1 (Rossman)
Abstain - 0
Absent - 0
The Motion passed.

Reappointment of Ruth Scurto to the Board of Supervisors of Elections

Mayor Burhans presented the request for Ms. Scurto to be reappointed to the Board of Supervisors of Elections for a term ending March 2029. He stated that she has been on the BOSE since 2005.

Motion: Councilman Kimble made a Motion to reappoint Ruth Scurto for a term ending March 2029
Second: Councilman Weatherly
Public Comment: None
Vote: For -4 (Chance, Kimble, Weatherly, Wright)
Against - 0
Abstain - 1 (Rossman)
Absent - 0
The Motion passed.

Replacement of HVAC System at 40 South Alley

Councilman Kimble presented that the HVAC system at Town Hall needs to be replaced. He presented two quotes.

Mayoral Initials: 

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Motion: Councilman Kimble made a Motion to accept the cost proposal from Frederick Heating & A/C for \$14,795 and to increase the General Maintenance line item by \$13,263.

Second: Councilman Weatherly

Public Comment: None

Vote: For –5 (Chance, Kimble, Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

LIAISON REPORTS

Councilman Kimble reported on maintenance and repair items at 40 South Alley.

Councilman Weatherly reported that there will be a Town clean-up on Sunday, April 6, 2025.

Public Comment: Manen Bishop

ADJOURNMENT

Motion: Councilman Kimble made a Motion to Adjourn

Second: Councilman Wright

Public Comment: None

Vote: For –5 (Chance, Kimble, Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

The meeting was adjourned at 9:16 p.m.

Respectfully submitted,

Michelle Mitchell
Clerk to Mayor and Town Council

Mayoral Initials:

