

The Town of New Market



Town Council Minutes
40 South Alley, New Market, MD. 21774
General Session
April 14, 2022 – 7:00 p.m.

The meeting of the Mayor and Council of the Town of New Market was held in person and virtually via Zoom on Thursday, April 14, 2022, with Mayor Winslow Burhans presiding. Council members present: Shane Rossman, Dennis Kimble, Chris Weatherly, and Michael Wright. Councilman Chance was absent. Also in attendance was Steve Pippin.

CALL TO ORDER: The meeting was called to order at 7:03 p.m.

APPROVAL OF MINUTES

Motion: Councilman Rossman made a Motion to approve the minutes of the March 10, 2022, meeting as written
Second: Councilman Wright
Discussion: None
Public Comment: None
Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain - 1 (Kimble)
Absent – 1 (Chance)
The Motion passed.

Motion: Councilman Rossman made a motion to approve the Executive Session minutes of the March 10, 2022, meeting as written
Second: Councilman Wright
Discussion: None
Public Comment: None
Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 1 (Kimble)
Absent – 1 (Chance)
The Motion passed.

Mayoral Initials:

NEW BUSINESS

Introduction of Ordinance 2022-02: For the Purpose of Declaring that Certain Real Property is no Longer Needed for a Public Use and Authorizing the Sale of the Property

Mayor Burhans introduced Ordinance 2022-02. The Ordinance was reviewed and approved by the Town's attorney, William Wantz, attorney for Triangle Contracting LLC/CFM4 Properties, LLC, Peter Fitzpatrick, and Town Engineer Shawn Burnett. Counsel Fitzpatrick presented a signed copy of the plot plan by Neal Kirkpatrick that would replace the unsigned document. A Public Hearing will be set at the next Town Council meeting on May 12, 2022.

Motion: Councilman Kimble made a Motion to Introduce Ordinance 2022-02: *For the Purpose of Declaring that Certain Real Property is no Longer Needed for a Public Use and Authorizing the Sale of the Property*

Second: Councilman Rossman

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Chance)
The Motion passed.

Introduction of Resolution 2022-02: Town of New Market Resolution Supporting Participation in the Sustainable Maryland Municipal Certification Program

Councilman Weatherly introduced Resolution 2022-02.

Motion: Councilman Wright made a Motion to Approve Resolution 2022-02: *Town of New Market Resolution Supporting Participation in the Sustainable Maryland Municipal Certification Program as amended*

Second: Councilman Kimble

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Chance)
The Motion passed.

Mayoral Initials: 

North Alley Improvements Phase II Change Order No. 1

Mayor Burhans presented a Change Order on the North Alley Drainage Improvement Phase II Project. The final construction cost of the project is \$671,447.50, which is \$19,443.50 (3%) above the original contract value of \$652,004.00.

Motion: Councilman Rossman made a Motion Authorizing Mayor to Sign Change Order and take \$19,443.50 from the General Fund and move to Phase II/Construction for the CIP.

Second: Councilman Kimble

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Chance)
The Motion passed.

Audio-Video System for Town Hall

Councilman Rossman discussed the need for an audio-video system for Town Hall. He will prepare the specifications, and the matter will be sent out for bid. Discussion ensued regarding the funding for this project.

Motion: Councilman Wright made a Motion to Change Grants Individual of Non-Profits to Video System on the attached ARPA Program Summary for \$30,000.00 coming directly out of ARPA Funds

Second: Councilman Kimble

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Chance)
The Motion passed.

Community Park Stormwater Construction Phase Grant

Karen Capiella, Center for Watershed Protection, presented an opportunity for a grant through the National Fish and Wildlife Foundation (NFWF) to construct a submerged gravel wetland at the New Market Community Park. This project is identified in the Town's 2019

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Stormwater Retrofit Plan. This would serve as a backup to the grant filed in December 2021 to the Maryland Department of Natural Resources (DNR).

Motion: Councilman Rossman made a Motion to approve the grant application from the National Fish and Wildlife Foundation for the amount of \$145,879.00 with an understanding that if an additional amount of \$1,000.00 is needed for signage, it will be approved

Second: Councilman Weatherly

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)

Against – 0

Abstain – 0

Absent – 1 (Chance)

The Motion passed.

OLD BUSINESS

Expansion of Eligible Participants for the Water/Wastewater Capacity Fee Grant Program

The matter was tabled until the May 12, 2022, meeting.

Flagpole Location Update at 40 South Alley

Scott Patano, Rotary Club, appeared before Council for approval of the location of the flagpoles (picture of suggested placement attached). The flags will fly 24/7, and the American Flag will have a light directed on it at night. The Rotary Club will be responsible for flag replacement for one year after installation; thereafter, it will be the Town's responsibility. There was a discussion of dedication on Flag Day, June 14.

Motion: Councilman Kimble made a Motion to Approve the Installation of Flags as Depicted in Pictures 20 ft off Sidewalk and take \$950.00 for lighting out of the Unappropriated Reserve and put into General Maintenance

Second: Councilman Wright

Discussion: None

Public Comment: None

Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)

Against – 0

Abstain – 0

Absent – 1 (Chance)

The Motion passed.

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LIAISON REPORTS

Councilman Rossman is working with Remsburg Paving to identify road repairs/cracks for the upcoming budget submission. New bulbs for the streetlights that are out will be replaced soon, and bollards will be replaced in the next week or two. Councilman Rossman reported that the Town is losing K.A.T. Café' and the Town appreciated their service to the community. His family adopted a cat from them.

Councilman Wright reported on maintenance for 40 South Alley. The water heater was replaced, and the Town Hall was pressure washed. It is to be determined if the building will need the service yearly. He also reported on maintenance at Old Town Hall. He is looking for a replacement for the toilet seat in the men's public restroom. It is an odd shape, and he will work with Councilman Kimble to find a replacement. He also replaced a battery in the smoke detector and reported a crack in the women's public restroom ceiling.

Councilman Wright reported on April 12, 2022, HDC/ARC meeting. The following applications were discussed at the meeting: 1) 8 West Main Street filed for a fence repair and structure to enclose their dumpsters; 2) Blacksmith Shed demolition pre-submittal discussion with Ms. Fromer; 3) 114 Royal Oak filed for an addition; 4) 176 Wicomico Drive filed for a shed (tabled to the next meeting), and 4) 184 Wicomico Drive filed for a deck around an in-ground pool.

Councilman Weatherly wanted to personally thank Kelly Jarvis, Ashly Wright, Karen Cappiella, and Caitlin Moroney for helping with the Green Team. The team is coming together and thanked Councilman Wright for letting the team into the building for the meeting on April 13. Exciting things are coming out of the Green Team.

Councilman Kimble reported that Mesenelle Park was mulched. He will bleach the water at 40 South Alley. He gave an estimate of \$523.00 for a door in the conference room, and he and Councilman Wright gave an estimate of \$3,000 for the storage room to be completed. The service representative from Ehrlich Pest Control recommended that the weatherstripping on the bottom of the garage doors be replaced to keep small rodents out. Councilman Wright will work on replacing the weatherstripping.

Mayor Burhans reported that Pat Faux notified him today that the Governor announced the approval of the \$100,000 Public Safety Grant to build two parking pads located at 5th Alley (behind Old Town Hall) and 40 South Alley.

ADJOURNMENT

Decision: Councilman Wright made a motion to adjourn the meeting.
Second: Councilman Kimble

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Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Chance)

Meeting adjourned at 8:19 p.m.

Respectfully submitted,

Michelle Mitchell
Clerk to Mayor and Town Council

Mayoral Initials: 

The Town of New Market



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Town Council Minutes
40 South Alley, New Market, MD 21774
Executive Session – 6:00 p.m.
April 12, 2022

The Mayor and Council of the Town of New Market held an Executive Session at Town Hall on Thursday, April 12, 2022, with Mayor Winslow Burhans, presiding. Members of the Council present were: Shane Rossman, Dennis Kimble, Chris Weatherly (via Zoom), Michael Wright and Pat Faux, Zoning Administrator/Town Planner. Councilman Chance was absent.

The Executive Session was called for the following:

- To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals under §3-305(b)(1) of the General Provisions Article.

The Executive Session convened at 6:12 p.m.

Motion: Councilman Kimble made a motion to enter executive session.

Second: Councilman Wright

Vote: For - 4 (Rossman, Kimble, Weatherly, Wright)

Against - 0

Abstain - 0

Absent - 1 (Chance)

The Executive Session ended at 6:47p.m.

Motion: Councilman Wright made a motion to exit the executive session.

Second: Councilman Kimble

Vote: For - 3 (Rossman, Chance, Wright) (Weatherly dropped off call)

Against - 0

Abstain - 0

Absent - 1 (Chance)

Mayoral Initials:

A handwritten signature in blue ink, appearing to be 'W. Burhans', is written over a horizontal line. The signature is stylized and fluid.