

# *The Town of New Market*



**Town Council Minutes**  
**40 South Alley, New Market, MD. 21774**  
**Virtual Meeting**  
**General Session**  
**February 10, 2022 – 7:00 p.m.**

The regular meeting of the Mayor and Council of the Town of New Market was held virtually via Zoom on Thursday, February 10, 2022, with Mayor Winslow Burhans presiding. Council members present: Shane Rossman, Dennis Kimble, Matt Chance, Chris Weatherly, and Michael Wright.

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

**APPROVAL OF MINUTES – Minutes from the January 13 and January 20, 2022, meetings were deferred to the March 10, 2022, meeting.**

**PUBLIC HEARING – Ordinance 2022-01: *Administrative Review of the Decisions of the Historic District Commission***

Mayor Burhans opened the Public Hearing.

The Public Hearing was published in the Frederic News-Post on January 26, 2022, and February 2, 2022. It was posted on the Town's website on January 26, 2022, and emailed Town-wide on January 22, 2022. The Ordinance was discussed at the HDC/ARC meeting on January 11, 2022, and at the Planning and Zoning Commission meeting on February 3, 2022, at which time a Motion to Recommend the adoption of Ordinance 2022-01 was made by the Planning and Zoning Commission members.

Mayor Burhans closed the Public Hearing and brought it back to Council for consideration.

<i>Motion:</i>	Councilman Chance made a Motion to adopt Ordinance 2022-01
<i>Second:</i>	Councilman Weatherly
<i>Discussion:</i>	None
<i>Public Comment:</i>	None

**Mayoral Initials:**

A handwritten signature in blue ink, likely belonging to Mayor Winslow Burhans, is written over a horizontal line. The signature is stylized and cursive.

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

The Ordinance was introduced on January 11, 2022, enacted on February 10, 2022, and effective on March 2, 2022.

## **NEW BUSINESS**

### **Appointment of Brooke Donahue to the Planning and Zoning Commission with term ending October 2023**

Mayor Burhans discussed the appointment of Brooke Donahue to the Planning and Zoning Commission due to the resignation of Jim Golden. Mayor Burhans read into the record Mr. Donahue's bio.

*Motion:* Councilman Chance made a motion for the appointment of Brooke Donahue to the Planning and Zoning Commission with a term ending October 2023  
*Second:* Councilman Rossman  
*Discussion:* None  
*Public Comment:* None  
*Vote:* For – 5 (Rossman, Kimble, Chance, Weatherly, Wright)  
Against – 0  
Abstain – 0  
Absent – 0  
**The Motion passed.**

## **Treks Challenge Presentation**

Councilman Kimble introduced Paige Sinclair, a senior at Oakdale High School. Ms. Sinclair presented information on Oakdale's participation in the National Treks Challenge. She is looking for a place in Town to use as a collection site. Discussion ensued amongst Council and Ms. Sinclair. It was agreed to implement a three-month pilot program in mid-March and revisit the issue at the April 14, 2022, meeting, using 39 West Main Street for the location. The Green Team will be included in the pilot program as they will be adding recycling bins (one recycling bin for metal, glass, aluminum, and one recycling bin for plastic, no collection of cardboard). The recycling bins will need to be appropriately marked to show what can be collected. Council

*Mayoral Initials:* 

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is concerned that people will use 39 West Main Street to dispose of their trash instead of using it for recycling. The Green Team will be responsible for monitoring their recycling bins, and Oakdale High School will be accountable for monitoring theirs. Ms. Sinclair mentioned that they have magnets they can leave at 39 West Main Street to help decipher the different types of plastic they are collecting for this challenge.

Public Comment: Caitlin Moroney – 51 West Main Street and Troop 628

*Motion:* Councilman Chance made a Motion for a 3-month trial as discussed  
*Second:* Councilman Kimble  
*Discussion:* None  
*Public Comment:* None  
*Vote:* For – 5 (Rossman, Kimble, Chance, Weatherly, Wright)  
Against – 0  
Abstain – 0  
Absent – 0  
**The Motion passed.**

Mayor and Council thanked Ms. Sinclair for her presentation.

### LIAISON REPORTS

Mayor Burhans reported no word on the draft Town-County Agreements from the County Executive (Parkway Agreement and Water and Sewer Service Area Agreement). The draft agreements were sent to Rick Harcum on January 26, 2021.

Councilman Rossman met with the Audio|Video Group at Town Hall to discuss appropriate audio and video needs to have both in-person and virtual meetings. He is waiting on a cost proposal. He also met with the Elementary School Principal and talked to Paul Lebo, FCPS, presenting an MOU between FCPS and the Town to the school board. Once we receive funding, the MOU would provide the Town access to school property to construct a potential roadway in front of the elementary school to direct traffic from Main Street to North Alley.

Councilman Weatherly mentioned that there are a lot of federal grants that focus on transportation that could go towards the streets. He also reported that the Green Team Meeting was held on February 9 and that Mike Hunninghake, Sustainable Maryland, made a presentation. He noted that the Green Team might be able to get enough points to get certified. The submission date is June 30, 2022, and the team is engaged.

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Councilman Wright reported that Councilman Rossman used the drone to check the gutters, and it appears that the gutters are filling up again. He requested Councilman Rossman to send the drone pictures to him and Councilman Kimble. He also reached out to Maryland Exteriors to complete the project to make the final payment. Councilman Wright also reported on the HDC/ARC meeting on February 8, 2022, the approval of the window replacement at 32 West Main, the discussion of window replacement at 48 East Main, the construction of a shed at 5 Prospect Street, and the resignation of Andy Stacey to the HDC/ARC commission. In addition, Councilman Wright mentioned the recent interview of Caitlin Moroney and the need to fill the position of Grants Manager. Councilman Wright discussed a complaint received regarding a political flag.

Councilman Kimble reported that he is working on specifications for the windows for 40 South Alley.

### ADJOURNMENT

*Decision:* Councilman Chance made a motion to adjourn the meeting.

*Second:* Councilman Kimble

*Vote:* For – 5 (Rossman, Kimble, Chance, Weatherly, Wright)

Against – 0

Abstain – 0

Absent – 0

**Meeting adjourned at 8:30 p.m.**

Respectfully submitted,

Michelle Mitchell

Clerk to Mayor and Town Council

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# *The Town of New Market*



**Town Council Minutes**  
**40 South Alley, New Market, MD 21774**  
**Virtual Meeting**  
**Executive Session – 6:00 p.m.**  
**February 10, 2022**

The Mayor and Council of the Town of New Market held an Executive Session virtually via Zoom on Thursday, February 10, 2022, with Mayor Winslow Burhans, presiding. Members of the Council present were: Shane Rossman, Matt Chance, Chris Weatherly and Michael Wright. Councilman Kimble 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 6:09 p.m.**

*Motion:* Councilman Rossman made a motion to enter executive session.  
*Second:* Councilman Weatherly  
*Vote:* For - 4 (Rossman, Chance, Weatherly, Wright)  
Against - 0  
Abstain - 0  
Absent - 1 (Kimble)

## **The Executive Session ended.**

*Motion:* Councilman Chance made a motion to exit the executive session.  
*Second:* Councilman Rossman  
*Vote:* For - 4 (Rossman, Chance, Weatherly, Wright)  
Against - 0  
Abstain - 0  
Absent - 1 (Kimble)

*Mayoral Initials:*