

The Town of New Market



Town Council Minutes
40 South Alley, New Market, MD. 21774
General Session
May 12, 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, May 12, 2022, with Mayor Winslow Burhans presiding. Council members present: Shane Rossman, Dennis Kimble, Matt Chance, Chris Weatherly, and Michael Wright. Also in attendance were Pat Faux, Zoning Administrator/Town Planner, Steve Pippin, and Caitlin Moroney, Main Street Manager/Town Clerk.

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 April 14, 2022, meeting as written
Second: Councilman Kimble
Discussion: None
Public Comment: None
Vote: For – 4 (Rossman, Kimble, Weatherly, Wright)
Against – 0
Abstain - 1 (Chance)
Absent – 0
The Motion passed.

PUBLIC HEARING

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

The Public Hearing Notice was published in the Frederick News-Post on April 21, 2022, and April 28, 2022. It was emailed Town-wide on April 21, 2022, with a reminder sent on May 5, 2022, and added to the Town's website on April 21, 2022.

Mayor Burhans opened the public hearing.

Mayor Burhans closed the public hearing at 7:07 p.m. and asked Council if there was a Motion

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to adopt Ordinance 2022-02. A Motion was made by Councilman Kimble and seconded by Councilman Weatherly. Before the final vote, Councilman Wright had questions for Triangle Contracting, LLC, regarding the use of the open public space.

Motion: Councilman Kimble made a Motion to adopt 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 Weatherly

Public Comment: None

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

The Motion passed.

Introduced: April 14, 2022

Enacted: May 12, 2022

Effective: June 2, 2022

NEW BUSINESS

FY 23 Budget

Mayor Burhans presented the Ordinance 2022-03: *Budget for the Town of New Market for the Fiscal Year ending June 30, 2023*

Motion: Councilman Rossman made a Motion to introduce Ordinance 2022-03: *Budget for the Town of New Market for the Fiscal Year ending June 30, 2023*

Second: Councilman Wright

Discussion: None

Public Comment: None

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

The Motion passed.

Mayor Burhans presented the Ordinance 2022-04: *An Ordinance Making Appropriations and Adopting the Capital Budget for the Town of New Market for the Fiscal Year ending June 30, 2023*

Motion: Councilman Kimble made a Motion to introduce Ordinance 2022-04: *An Ordinance Making Appropriations and Adopting the Capital Budget for the Town of New Market for the Fiscal Year ending June 30, 2023*

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Second: Councilman Chance
Discussion: None
Public Comment: None
Vote: For – 5 (Rossman, Kimble, Chance Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

FY 23 Operating Assistance Grant: Technical Assistance Grant Program – Due May 18, 2022

Pat Faux, Zoning Administrator/Town Planner, presented the FY 23 Operating Assistance Grant: Technical Assistant Grant Program opportunity that is due May 18, 2022. Ms. Faux would like to request \$20,000.00 to help with the Main Street Manager's salary.

Motion: Councilman Kimble made a Motion to Approve the submission of the FY 23 Operating Assistance Grant: Technical Assistance Grant Program
Second: Councilman Chance
Discussion: None
Public Comment: None
Vote: For – 5 (Rossman, Kimble, Chance Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

Pruning and Mulching of Main Street Trees

Mayor Burhans presented a cost proposal of \$8,185.50 from Frederick Landscaping to prune and mulch the trees on Main Street and two mulch beds on Royal Oak Drive.

Motion: Councilman Kimble made a Motion to accept the cost proposal for \$8,185.50 and with the Budget Amendment decreasing Budget Line Item: Snow & Ice Removal by \$8,185.00 and moving it to Budget Line Item: Tree Management
Second: Councilman Wright
Discussion: None
Public Comment: None
Vote: For – 5 (Rossman, Kimble, Chance Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

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Reappointments to the Historic District Commission/Architectural Review Commission

Mayor Burhans presented three (3) reappointment recommendations to the HDC/ARC Commission.

Motion: Councilman Rossman made a Motion to accept the three (3) reappointments to the Historic District Commission/Architectural Review Commission

- Kevin Witmer – term ending November 30, 2024
- Larry Wrinn – term ending April 30, 2023
- John Farrell – term ending March 31, 2025

Second: Councilman Chance

Discussion: None

Public Comment: None

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

The Motion passed.

Appointment of Howard Wilson to the Historic District Commission/Architectural Review Commission

Mayor Burhans presented the recommendation of Howard Wilson to the HDC/ARC Commission.

Motion: Councilman Wright made a motion to accept the appointment of Howard Wilson to the Historic District Commission/Architectural Review Commission with a term ending May 12, 2025

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 Burhans presented two (2) reappointment recommendations to the Planning and Zoning Commission.

Motion: Councilman Chance made a Motion to accept the two (2) reappointments to the Planning and Zoning Commission

- Brian Gable – term ending May 31, 2026

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- Todd McEntire – term ending August 17, 2025

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.

South Alley Block Party Closures

On behalf of the Events Committee, Michaela Mueller presented a map of suggested closures (attached) for the South Alley Block Party. The Block Party will be held on South Alley between 3rd and 8th Alleys, and South Alley, 3rd, 4th, 6th, 7th, and 8th Alleys will be closed from approximately 3:30 p.m. – 8:00 p.m.

South Alley Block Party Request for Funds

Michaela Mueller, on behalf of the Events Committee, requested additional funds for the South Alley Block Party of \$4,254.75 to finish their FY 2022 obligations.

Motion: Councilman Rossman made a Motion to approve the Events Committee Request for funds with the following budget amendments: Increase Budget Line Item: Special Events - \$4,255.00, Decrease Budget Line Item: Annual Town Dinner - \$2,000.00, Decrease Line Item: Snow & Ice Removal \$1,434.00 and Decrease Budget Line Item: Stormwater Management - \$621.00

Second: Councilman Wright

Discussion: None

Public Comment: None

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

Against – 0

Abstain – 0

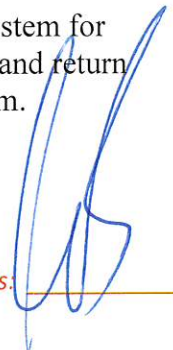
Absent – 0

The Motion passed.

Bids for Audio-Video System for Town Hall

Councilman Rossman announced that he received two bids for the Audio-Video System for Town Hall (Audio Visual Group and Visual Sound). He requested time to review and return with a recommendation. Continued to Thursday, May 19, 2022, 7:00 p.m. via Zoom.

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Request for Fee Waiver – Barbara Fromer

Ms. Fromer requested a fee waiver for the demolition fee of \$1,000.00 to tear down the blacksmith shed at 52 West Main Street. A discussion was held. It was decided that Ms. Fromer would meet with Ms. Faux and Ms. Moroney to discuss plans for the building with community input on the possibility of a town-funded historical attraction in the building. Ms. Fromer withdrew her application to demolish the blacksmith shed.

OLD BUSINESS

Flagpole Location Update at 40 South Alley

Scott Patano, Rotary Club, provided an update on the flag installation. Due to the amount of work needed to install the flags, they hired a contractor. There was also a discussion regarding a dedication ceremony on Flag Day, June 14, around 5:30 p.m. The Rotary Club will keep the Town updated on the process.

Mayor Burhans introduced Heath Barnes, Mayor of Woodsboro, currently running for State Delegate.

LIAISON REPORTS

Councilman Wright reported that the blacksmith shed was a topic of discussion on the HDC/ARC Agenda. He also met with the artist from the Anonymouse Project.

Councilman Kimble worked on the fountain at Messenelle Park. It is leaking again. He hopes to have it up and running in a week or so. He will also work on getting fill dirt for the flagpole installation.

Councilman Rossman reported that he and the Mayor changed light bulbs, and they have four more out. He put up 12 bollards, found one casualty today, and has another 3 to install. Buds reached out to him to discuss taking over the bulletin board in front of the General Store/K.A.T. Café'. He will let them know that it is okay for them to take over the bulletin board. He reported that the North Alley construction project would start soon, expected date of May 30. He is working with the homeowners regarding vibration testing.

Councilman Weatherly reported that the Green Team is chugging along with massive momentum. Kelly, Ashly, and Caitlin are knocking it out of the park. It is growing, and communication is in a good place. They will meet the requirements for Certification.

ADJOURNMENT

Motion: Councilman Wright made a motion to adjourn the meeting.

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Second:

Councilman Kimble

Vote:

For – 5 (Rossman, Kimble, Chance, Weatherly, Wright)

Against – 0

Abstain – 0

Absent – 0

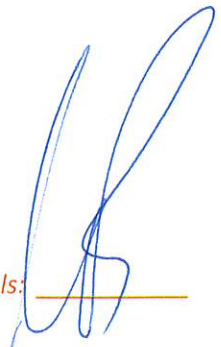
Meeting adjourned at 8:59 p.m.

Respectfully submitted,

Michelle Mitchell

Clerk to Mayor and Town Council

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A handwritten signature in blue ink, consisting of a large, stylized 'M' and 'B' or similar letters, written over a horizontal line.