

The Town of New Market



Town Council Minutes
40 South Alley, New Market, MD. 21774
General Session
July 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, July 14, 2022, with Mayor Winslow Burhans presiding. Council members present: Shane Rossman, Dennis Kimble, Matt Chance, Chris Weatherly (via Zoom), and Michael Wright. Also in attendance were William Wantz, Town Attorney; Pat Faux, Zoning Administrator/Town Planner; Shawn Burnett, Town Engineer; and Caitlin Moroney, Main Street Manager/Town Clerk.

CALL TO ORDER: The meeting was called to order at 7:09 p.m.

APPROVAL OF MINUTES

Motion: Councilman Rossman made a Motion to approve the minutes of the May 12, 2022, meeting as written
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.

NEW BUSINESS

National Recovery Month

Ana Stavely and Carin Miller, volunteers from Crossed Bridges, presented their plan for September's National Recovery Month. They requested that Mayor Burhans sign the Proclamation proclaiming the month of September as National Recovery Month. They asked permission to decorate the light poles on Main Street on August 27, 2022, removing them on

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A handwritten signature in blue ink, likely belonging to Mayor Winslow Burhans, is written over the line for the Mayoral Initials.

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September 30, 2022. In addition, they also asked permission to hold a Prayer Walk on September 17, 2022 and set up a memorial at the Community Park. Mayor Burhans read into the record the National Recovery Month Proclamation.

Motion: Councilman Chance made a Motion for the Mayor to sign the Proclamation and approve the decorating, memorial, and prayer walk
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.

100 Acre Mountain Bike Trail Workgroup

Councilman Rossman discussed the establishment of a citizen workgroup to work with MORE Mid-Atlantic Off-Road Enthusiasts) to see what opportunities can be brought to our Town. The workgroup would report directly to the Mayor and Council and would be made up of experts in all areas of trail design, maintenance, and nature preservation. Rocco Sovero addressed the Council on this issue.

Public Comment: Wade Danner, Rebecca Hodgkins, Pam Brewer

Motion: Councilman Rossman made a Motion to Establish the 100 Acre Mountain Bike Workgroup with him as the liaison
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.

Introduction of England Woods Annexation

Mayor Burhans presented the Petition for Annexation that the Town received from Turnpike Farms and England Acres, LLC. He emphasized that tonight's presentation is an Introduction only. It is a three-, four-, maybe five-month-long process going from an introduction to a public hearing to a final decision. The Town has arranged two workshops: 1) Town Engineer will hold

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a workshop on the Traffic Impact Study on August 18, and 2) the developer's team will hold a workshop on Q&As on August 23. Both workshops will be held at the Grange Hall.

Tom Poss, representing developer England Woods, LLC, provided a summary of the proposed development. He stated that the property is designated for growth in the county's master plan and annexation and expansion in the Town's comprehensive plan. The goal is to build 550 units with amenities designed for 55 and over, including trails, a garden, a gazebo, a clubhouse, a pool, a pickle ball, and a bocce ball court. The Town would provide trash services, and the homeowner's association would maintain the open space and private roads.

Public Comment: David (did not get the last name), Carol and Tom Kiwicki, Jeff Chamberlain, Marion Griffin, Pam Brewer, and Steve McKay

Mr. Poss agreed to meet with the members of The Meadow community after a dialogue with Mr. Chamberlain.

Town Attorney William Wantz gave an overview of the Annexation Law and Procedure. The three significant documents involved in an annexation process: are 1) Petition, 2) Resolution and 3) Annexation Agreement. He also discussed the three main steps involved in the annexation process: 1) Introduction of the Petition, 2) Resolution, and 3) Public Hearing. Annexation documents must be sent to the County and the Maryland Department of Planning.

Public Comment: Steve McKay

Pat Faux reported that procedurally the Town Council needs to request that the Planning and Zoning Commission review the zoning request in the package and make a recommendation back to the Town Council before the Public Hearing on whether the zoning request is appropriate. She is working on the Annexation Plan, which addresses what services will be extended to the property and how they will be financed. The document also addresses the consistency of the Growth Management Plan.

Public Comment: Jeff Chamberlain

Shawn Burnett made a presentation on Traffic Impact Analysis. The traffic impact analysis looks at three different traffic conditions: 1) existing traffic conditions, 2) background future traffic conditions, and 3) total future traffic conditions (consists of two different elements: 1) basic background growth and 2) traffic and approved development that does not generate trips currently). The study was revised in February 2022. The existing counts were taken throughout 2021.

Public Comment: Jeff Chamberlain and Steve McKay

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Mayor Burhans introduced Resolution 2022-02 (England Woods Annexation). Mr. Wantz requested on the record to correct the acreage listed in the Petition. (Councilman Kimble left the meeting before the vote).

Motion: Councilman Rossman made a Motion to Introduce Resolution 2022-02, as amended.
Second: Councilman Chance
Discussion: None
Public Comment: None
Vote: For – 4 (Rossman, Chance, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Kimble)
The Motion passed.

LIAISON REPORTS

Mayor Burhans announced that Rodkey Electric had fixed at least five light poles. The Stop Sign was repaired in Brinkley Manor, and the damaged light pole from the accident was ordered. The turn-around time is 14 - 16 weeks. He discussed the notice that Town residents received regarding the end-of-school bus service to New Market Elementary students residing in The Orchard and Brinkley Manor subdivisions. Councilman Weatherly said this is an important issue; he has a child in elementary school. He is willing to help however he can. Councilman Rossman suggested that everyone write the current and upcoming school board members. The Press Release announcing the speed cameras is scheduled for August 9.

Public Comment: Claire Cawthon and Rebecca Hodgkins

Councilman Rossman reported that construction is ongoing on North Alley. They are now working on Emory Alley. He presented a picture of a tractor parked between the bollards in front of the Derby.

Council members Chance, Weatherly, and Wright did not have anything to report.

ADJOURNMENT

Decision: Councilman Rossman made a motion to adjourn the meeting.
Second: Councilman Weatherly
Vote: For – 3 (Rossman, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 1 (Kimble)

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Meeting adjourned at 9:33 p.m.

Respectfully submitted,

Michelle Mitchell
Clerk to Mayor and Town Council

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