

The Town of New Market



Town Council Minutes
40 South Alley, New Market, MD. 21774
General Session
October 12, 2023 – 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, October 12, 2023, with Mayor Winslow Burhans presiding. Council members present were Dennis Kimble, Chris Weatherly (via Zoom), and Michael Wright. Council members absent: Shane Rossman and Matt Chance. Also in attendance were Pat Faux, Town Planner/Zoning Administrator; Shawn Burnett, Town Engineer; Catilin Moroney, Main Street Manager; and Steve Pippin.

CALL TO ORDER: The meeting was called to order at 7:04 p.m.

APPROVAL OF MINUTES

Motion: Councilman Wright made a Motion to Approve the minutes of the September 14, 2023, meeting as written
Second: Councilman Weatherly
Discussion: None
Public Comment: None
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

Motion: Councilman Wright made a Motion to Approve the minutes of the September 18, 2023, meeting as written
Second: Councilman Weatherly
Discussion: None
Public Comment: None
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

Mayoral Initials:

Motion: Councilman Wright made a Motion to Approve the minutes of the September 28, 2023, meeting as written
Second: Councilman Weatherly
Discussion: None
Public Comment: None
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

NEW BUSINESS

Christmas Parade – December 2, 2023

Ms. Moroney presented the Christmas Parade plan for approval.

Motion: Councilman Kimble made a Motion to Pass the Parade plan as presented
Second: Councilman Weatherly
Discussion: None
Public Comment: None
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

Request for Street Closures and 40 South Alley Property Access for Christmas in New Market – December 2, 2023

Ms. Mueller, NM Events Committee, Co-Chair, presented Permit #1903 for the Christmas in New Market Event requesting road closures at 4th Alley, South Alley between 3rd and 6th Alleys, and for using the Town Hall and lawn for the event.

Motion: Councilman Wright made a Motion to Approve the Request
Second: Councilman Kimble
Discussion: None
Public Comment: None
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

Mayoral Initials: 

Resolution 2023-04: Acceptance of Remaining Public Roadway Improvements within the Royal Oaks Community

Mr. Burnett presented 2023-04: Acceptance of Remaining Public Roadway Improvements with the Royal Oaks Community and the Deed of Dedication for Roadway Acceptance and Maintenance – Royal Oaks Subdivision, Phases II & III

Motion: Councilman Wright made a Motion to Approve Resolution 2023-04

Second: Councilman Weatherly

Discussion: None

Public Comment: Matt Bruchey, Lerner Enterprises

Vote: For – 3 (Kimble, Weatherly, Wright)

Against – 0

Abstain – 0

Absent – 2 (Rossman, Chance)

The Motion passed.

By unanimous consent, the Deed of Dedication for Roadway Acceptance and Maintenance – Royal Oaks Subdivision, Phases II & III relates to Resolution 2023-04 and okay to execute.

Reappointment of Brooke Donahue to the Planning and Zoning Commission

Motion: Councilman Kimble made a Motion to reappoint Brooke Donahue to the Planning and Zoning Commission with a term ending October 31, 2028

Second: Councilman Wright

Discussion: None

Public Comment: None

Vote: For – 3 (Kimble, Weatherly, Wright)

Against – 0

Abstain – 0

Absent – 2 (Rossman, Chance)

The Motion passed.

Reappointment of Steve Pippin to the Historical District Commission/Architectural Review Commission (HDC/ARC)

Motion: Councilman Kimble made a Motion to reappoint Steve Pippin to the HDC/ARC with a term ending November 1, 2026

Second: Councilman Wright

Discussion: None

Public Comment: None

Vote: For – 3 (Kimble, Weatherly, Wright)

Against – 0

Abstain – 0

Mayoral Initials:



Absent – 2 (Rossman, Chance)
The Motion passed.

Introduction of England Woods Rezoning Draft Ordinance 2023-010: *An Ordinance to Amend the Zoning Map*

Ms. Faux introduced the Draft Ordinance No. 2023-010: *An Ordinance to Amend the Zoning Map* with a request for a Public Hearing on November 9, 2023.

Motion: Councilman Weatherly made a Motion to Introduce Ordinance 2023-010: *An Ordinance to Amend the Zoning Map* and schedule a Public Hearing
Second: Councilman Wright
Discussion: None
Public Comment: None
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

Request for Change in CIP Appropriation for Investigation of New Public Area (Additional Off-Site Public Parking)

Mayor Burhans discussed the issue of changing the CIP for public parking, which was strictly limited to the Fire Department property. He suggested a change in the scope of the appropriation from looking at the Fire Department property to exploring other properties in Town to provide public parking. There has been some talk that the Fire Department is working on other ideas for their property. Some possible site ideas: 40 South Alley, property at the park, and the cul-de-sac on 8th Alley (apparently owned by Grange Hall). Before we started looking into this and hiring an abstractor for a title search, he wanted the Council's consent before proceeding. We will try to keep it under 5,000 square feet.

By unanimous consent, the Council agreed to change the CIP appropriation.

LIAISON REPORTS

Mayor Burhans reported on the 5K that occurred on Sunday, October 8, 2023. He said they had about 100 runners. It went very smoothly with the new race management company. He does not have final accounting currently.

Councilman Wright reported on the NMES Walk to School Day on Tuesday, October 3, 2023. County Executive Jessica Fitzwater walked with him, the mayor, and Councilman Weatherly.

Councilman Weatherly thanked everyone who participated in the NMES Walk to School event.

Mayoral Initials: 

Councilman Kimble reiterated that the renovations at Messanelle Park may be around \$12,000 – \$15,000. The maintenance of the fountain will be part of the proposal. He would like to address this in the spring.

ADJOURNMENT

Decision: Councilman Kimble made a Motion to Adjourn the meeting
Second: Councilman Weatherly
Vote: For – 3 (Kimble, Weatherly, Wright)
Against – 0
Abstain – 0
Absent – 2 (Rossman, Chance)
The Motion passed.

The meeting was adjourned at 8:06 p.m.

Respectfully submitted,

Michelle Mitchell
Clerk to Mayor and Town Council

Mayoral Initials: 