



Town Council Minutes
39 W. Main Street

July 13, 2017 – 7:00 p.m.

The regular meeting of the Mayor and Council of the Town of New Market was held on Thursday, July 13, 2017 in the Town Hall, 39 West Main Street, New Market, MD with Mayor Winslow Burhans presiding. Members of the Council present were Jake Romanell, Scott Robertson, and Dennis Kimble. Shane Rossman and Mike Davies were absent.

CALL TO ORDER: The meeting was called to order at 7:05p.m.

APPROVAL OF MINUTES:

June 8, 2017

The June 8, 2017 minutes will be deferred until the August 10, 2017 meeting due to lack of quorum.

June 22, 2017

Decision: Councilman Romanell made a motion to approve the minutes as written.

Second: Councilman Robertson

Discussion: None

Vote: For – 3 (Robertson, Romanell, Kimble) Against – 0, Abstain – 0

Absent – 2 (Rossman, Davies)

The motion passed

Mayor & Liaison Reports:

Mayor Burhans: Mayor Burhans reported that he is still working on getting some resolution to the 40-42 W. Main St. property. As he mentioned last month, he has talked to someone who was interested in taking the project on, but that person has since found another project to take on. Mayor Burhans has spoken to Chris Goettge with the Faux Group and they are going to look into getting an appraisal on the property.

Public Comment:

- Tony Burk – Mt. Airy Messenger
- Jen Ojeda – 73 W. Main St.

Councilman Robertson: Councilman Robertson reported that the pump for the fountain at the Messenell Park has been purchased by the Masonic Lodge and they will install it. Councilman Robertson will be meeting with Eric Goodrich on Tuesday, July 18, 2017 to review the trimming of overhanging trees at the Community Park. Councilman Robertson discussed upcoming ideas he would like to work on.

1. Have apparel for sale in town with the Town of New Market logo and cross it with the Maryland flag to have available to sell at specific events such as Second Saturday, Christmas in New Market etc.
2. At both the East and West end of Town, Councilman Robertson would like to propose installing a stone structure, when entering Historic New Market, to display the American Flag, Maryland Flag and New Market Flag.

Public Comment:

- *Tony Burk – Mt. Airy Messenger*
 - *Jen Ojeda – 73 W. Main St.*
3. Have an annual Town 5K Run in the fall to support a local cancer research foundation. The race would start and end at the Community Park, vendors could set up, and also have New Market apparel to sell. Councilman Robertson will discuss this with the Events Committee.
 4. Have an annual end of the year dinner for all of the New Market boards and Town Council.

Councilman Kimble: Councilman Kimble said that the platform at the Community Park needs to be weather proofed. He would like to upgrade the platform using weather proof decking which would cost around \$1,500. Jen Ojeda will ask the events committee what they would like to do with the platform at their next meeting.

Councilman Romanell: Councilman Romanell introduced a new member of the Green Team. Karen Capiella has 17 years of experience in watershed and stormwater management, she is the director of research at the Center for Watershed Protection, a national non-profit organization working to protect streams, rivers wetland and bays. Her work includes apply watershed research, assisting local governments with watershed plan development and coordinating proposals for submission. Karen has skills in project management, fund raising, GIS, writing and editing. She has a BA in geography from Millersville University and a Masters in geography from East Carolina University. Karen has lived in the Town of New Market with her family since 2003. Councilman Romanell would like to have Karen talk to Shawn Burnett to discuss the fire pond project. Mayor Burhans suggested that she also talk to Pat Faux as well.

Councilman Romanell reported that the 9 dog waste stations were approved by the HDC/ARC board and the Green Team will be responsible for maintaining the stations with replacing the bags in each station.



Decision: Councilman Romanell made a motion to buy 9 units of the dog waste station bags for \$2,636.00 coming out of the Green Team line item.

Second: Councilman Robertson

Discussion: Councilman Kimble

Vote: For – 3 (*Robertson, Romanell, Kimble*) *Against – 0, Abstain – 0*

Absent – 2 (*Rossman, Davies*)

The motion passed

Councilman Romanell also reported that the Green Team is working on acquiring points and as of last month they are about 30 points short of being certified 2 ½ years into the 3-year certification. The Green team would like to see that the Town have a green purchasing policy, which would entail passing a resolution and coming up with a vendor preference and have the staff purchase recycled paper, cleaning supplies etc. Councilman Romanell is working on setting up a date sometime in September to have a Municipal Government Day in the Community Park where residents can come and ask any questions on governmental processes.

Councilman Kimble: Councilman Kimble reported at the last planning commission meeting, Rick Curry gave an update on the Royal Oaks Flood Plain. Pat Faux is going to be sending out a letter to the residents to let them know the map has been changed. Ed Scott submitted a minor site plan modification for the New Market Commons to include 10 additional parking spaces. Howard Wilson addressed the board asking for a text amendment that will allow him to be annexed into the Town.

Public Hearing: Ordinance 2017-03 Curbside Grass

Mayor Burhans opened the public hearing. The public hearing was advertised in the Frederick News Post on July 2, 2017 and July 6, 2017.

With the Completion of Streetscape, there are new areas that have grass in between the curbing and sidewalk that will need to be maintained. It will be the property owner's responsibility to maintain the curbside area adjacent to any lot fronting on Main Street to maintain the curbside area in grass accordance with the provisions of this Ordinance.

Mayor Burhans reported that several attempts have been made to contact Liliane Ayoub who resides in Amman, Jordan who owns property at the East end of town and the Town has received no response.

Public Comment:

- Frederick New Post – Cameron Dodd

The Mayor Closed the public hearing.



Decision: Councilman Kimble made a motion to adopt Ordinance 2017-03 Main street Curbside Grass Ordinance.

Second: Councilman Robertson

Public Comment: None

Discussion: Councilman Robertson

Vote: For – 3 (Robertson, Romanell, Kimble) Against – 0, Abstain – 0

Absent – 2 (Rossman, Davies)

The motion passed

New Business:

1. Parade Permit – Events Committee, Jenifer Ojeda

Jenifer Ojeda presented the parade permit and the map and asked for approval for the Christmas in New Market Parade to be held December 2, 2017.

Decision: Councilman Kimble made a motion to adopt the parade permit as submitted.

Second: Councilman Romanell

Public Comment: John Murtagh – 441 Orchard Crest Circle

Discussion: None

Vote: For – 3 (Robertson, Romanell, Kimble) Against – 0, Abstain – 0

Absent – 2 (Rossman, Davies)

The motion passed

2. Howard Wilson – Petition for Text Amendment & Petition for Annexation
Add to next month's Agenda

3. New Market Walking Map – Councilman Romanell

This is a Green Team project to work towards the Sustainable Maryland Community. This is a walking path not a bike path and serves three purposes, one, it connects all of the subdivisions with the historic district. Two, it works with tourism for walking enthusiasts, and three the proposed walking system connects to the County's walking path system on the East and West end of Town. The green team is working on putting together a brochure showing 5 paths and the ruggedness of the trails. The brochure total cost is estimated at \$3,000.00 and the Tourism Council will match half of that. A grant application has been prepared and is ready for submission. If the grant is not approved the town will fund the project and \$3,000.00 will come out of the Green Team line item. This project will be maintained by the Green Team.

Decision: Councilman Kimble made a motion to adopt the program grant for \$3,000.00 for the New Market Walking Map.

Second: Councilman Robertson

Public Comment: None

Discussion: None

Vote: For – 3 (Robertson, Romanell, Kimble) Against – 0, Abstain – 0

Absent – 2 (Rossman, Davies)



The motion passed

4. Budget Amendments for FY 2017

Over Budget:

Town Planner - Green Team	\$50.00
Town Planner – Master Plan	\$400.00
Town Planner – Sustainable Communities	\$148.00

Under Budget:

Town Planner – LDO	\$100.00
--------------------	----------

These budget amendments will decrease the unappropriated reserve by \$498.00

Decision: Councilman Romanell made a motion to adopt the budget amendments.

Second: Councilman Robertson

Public Comment: None

Discussion: None

Vote: For – 3 (*Robertson, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 2 (Rossman, Davies)

The motion passed

Public Comment:

Councilman Romanell noted that the sidewalks on the East side of Town going down the hill are starting to get overgrown with crab grass.

Councilman Kimble noted that the trash cans on Main Street are in need of powder coating.

ADJOURNMENT:

Decision: Councilman Romanell made a motion to adjourn the meeting.

Second: Councilman Robertson

Public Comment: None

Discussion: None

Vote: For – 3 (*Robertson, Romanell, Kimble*) *Against – 0, Abstain – 0*
Absent – 1 (Rossman, Davies)

The motion passed

Respectfully submitted,

Karen Durbin
Clerk to Council

