

**Town of Perryville
Town Meeting Minutes
January 8, 2019**

ATTENDANCE: Mayor: Robert R. Ashby Jr., Commissioners: Michelle Linkey, Raymond Ryan III, Pete Reich, Robert Taylor, Town Administrator: Denise Breder, Planning and Zoning Director: Dianna Battaglia, Planning and Zoning Coordinator: Amanda Hickman, Police Lieutenant: Keith Budnick, Outreach Director: Danielle Hemling, Town Clerk: Jackie Sample, Town Attorney: Fred Sussman.

The Town Meeting in its entirety can now be listened to on the Town's web site at www.perryvillemd.org.

The Town Meeting was called to order at 7 p.m. by Mayor Ashby.

Pledge of Allegiance

Commissioner Linkey was not in attendance at the beginning of the meeting.

Approval of Town Meeting Agenda

Mayor Ashby asked for a motion to approve the January 8, 2019 Town Meeting Agenda.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to approve the January 8, 2019 Town Meeting Agenda. **All in Favor: Motion Carried.**

Consent Agenda Items: Mayor Ashby asked for a motion regarding the consent agenda items, which include the December 4, 2018 Town Meeting Minutes, the December 4, 2018 Closed Session Minutes, the December 11, 2018 PIRD Special Meeting Minutes, the December 18, 2018 Work Session Minutes, the December 18, 2018 Special Meeting Minutes, the December 18, 2018 Closed Session Minutes.

Motion was made by Commissioner Reich and seconded by Commissioner Ryan to approve the Consent Agenda Minutes as written. **All in Favor: Motion Carried.**

Commissioner Reich's Report –

Commissioner Reich reported that his total report will be on line. He reported that we once again met or exceeded the State and Federal requirements for both the Water and Wastewater Plants, and if everything continues through the end of the month, we can go in for the \$60,000 grant through DNR for the third year in a row. We replaced one of the decanters in the Wastewater Treatment Plant last year and we saved the old one and the guys rebuilt it, so we now have a spare. Maintenance is continuing at both plants and the Superintendent is continuing to cross-train employees at each other's

plants. A letter was sent to the Governor regarding the turbidity in the river water, the cost is based on stuff coming across the dam and so much rain. The cost to treat this has been very expensive, which includes additional chemicals needed to treat it and divers needed to clean the screens that debris is getting into.

Commissioner Linkey arrived at 7:05 p.m.

Commissioner Taylor's Report -

Commissioner Taylor reported that the Planning and Zoning board did not meet last month. He is continuing to follow up with the MD Department of Transportation regarding the Toll Plaza renovations and the potential for us to put electronic signage in that area. He has been in contact with their Chief Design Engineer for that project and they are getting back with him on what possibly can go there.

Commissioner Linkey's Report -

Commissioner Linkey reported that the DPW report will be part of the unified reports that will be posted. She wanted to thank DPW for their work that they did on the sewer main break that occurred on Christmas Day, and there was no interruption in service.

Commissioner Ryan's Report -

Commissioner Ryan did not have anything to report on the Public Safety side as far as the Police Department goes. On behalf of the Fire Company he reported that their banquet is coming up on February 2nd. Last year their total responses for the year were 536 on the fire call side, which is the most that we have had in our department's history. We had 1,044 EMS related calls, which he believes is also one of the highest in the history of the department. Out of the EMS calls for last month eight of them were to the VA, which we track since they have put their ambulance into service. We did assist DPW with the sewer line issue. This year in eight days we are already up to fifteen or sixteen runs, normally it would be one every other day and now we are doing two a day. We are looking to purchase an ambulance in the next year and a half, and we have put together a Ladder Truck committee to purchase a new Ladder Truck, probably in about two years. We are very early in the design phase and we need to assess our needs for the future, you are probably looking for it to last for about twenty years. The cost will approximately be anywhere from \$800,000 to one and a half million dollars

Christina Aldridge asked if the donation letters that come out every year go toward the budget for the purchase of an ambulance or a fire truck.

Commissioner Ryan responded that it goes in our General Fund, we do not have a set aside fund that just goes for a fire truck or just for an ambulance. We can pull from our General Fund Budget and set aside pieces for that purpose.

Ms. Aldridge commented that she usually does send in a certain amount but would probably send in more knowing that it can be pulled from a General Fund Account.

Commissioner Ryan suggested if she wanted it to go toward a specific use to make note of that in her donation.

Commissioner Reich wanted to wish everyone a Happy New Year.

Commissioner Linkey apologized for being late and for her phone going off and she had also forgot to mention that the staff has been working on updating our website and hopefully will get that underway shortly.

Mayor Ashby's Report -

Mayor Ashby reported that he and Commissioner Linkey attended the MML dinner in Cecilton. He attended our Town's Christmas Tree Lighting Ceremony which was very successful, and he thanked the staff, especially Billy Nelson for putting it together and DPW for putting the lights up. He also attended Havre De Grace Tree Lighting Ceremony. He did attend the meeting about the hospital in Havre De Grace. What is basically going to happen is you are going to have a Patient First going up on 22 in Aberdeen and the hospital in Havre De Grace is going to be closing. There will be more meetings that he will be attending about that and he has been working with Delegates Hornberger and Lisanti on the effect that it is going to have on our town.

Mayor Ashby gave some more information regarding the sewer problem that occurred over the holidays. Originally there was a light pole that was built over top of the sewer line and with all the rain that has occurred the 8 - ton piece of concrete came down and crushed the sewer line along with other things that were found in there. We eventually got it opened and it ended up collapsing again because of the problems inside of it. The Fire Company came out and got it flushed out again, so it is clear now, but we still have some work to do on it. He also wanted to bring attention to the fact that there will be a meeting at Minker Hall next Tuesday at 6 p.m. for a presentation by a potential developer.

Commissioner Taylor also wanted to remind everyone that there is also an informational meeting at the Perryville Fire House on January 17 from 5-8 regarding the I-95 and Belvidere Road project.

Mayor Ashby introduced Christine Aldridge, who is representing the Perryville Elementary PTO. This is something new that he would like us to get involved with the schools and expand on to eventually get the Perryville Middle School and Perryville High School involved to keep us in the loop of what is going on.

Perryville Elementary School PTO Update - Christine Aldridge

Ms. Aldridge is the PTO President for the Perryville Elementary School, which is an organization to foster academic improvement, and provide charitable fundraising to promote growth for our students, their families, and the community. She summarized some of the things that their organization is involved in. On the 15th of January they have a food distribution drive at the Perryville Elementary School at 4 p.m., they could use some volunteers from 2:30-3:30 p.m. to help set up and distribute food. This is an open distribution and you do not have to provide proof of income and do not have to have a child that attends PVES. The PTO is going to have a General Meeting on January 17 at 6 p.m. In February they are having a Family Fun and Fitness night, slated for the 21st, the time has not been determined yet, which is also an open free event. Impact Martial Arts and Pure Vida Yoga will be there, along with jazzercise, she believes they will also be offering dinner for a small fee. The Perryville Elementary School is accepting nominations for the Teacher of the Year Program which are due by February 22nd and can be found in the school office or on the CCPS website. PVES is also working toward their MD Association of the Environment and Outdoor Education Green School certification. The PTO is actively looking for a hobby woodworker or anyone that would be willing to donate a large wooden prize wheel for future events and for someone that could contribute to the building of an outdoor classroom. They are also proud to be designated as a Four-Star School by the MD Department of Education, which is based on students' academic progress, attendance, and surveys about our quality from staff and students.

Commissioner Reich inquired what contributions they are looking for to assist in building the outdoor classroom.

Ms. Aldridge responded that they are looking for outdoor benches, larger trees that have been cut down that we could make a bench out of. Tracy Alexander is also present tonight, who is the PTO Treasurer, we were looking for rocks and bricks that we could put around the trees. We have designated an area on the school property that we could use that has a lot of shading. We are looking for wooden benches and lawn and garden supplies to spruce it up a little, overall it is a pretty small project that we are looking at.

Commissioner Reich commented that there is a woman on Charles Street that makes stuff out of trees and that one of his neighbors that had some trees cut down took some over to her to work with. He could find out from his neighbor who it is if this is something they would be interested in pursuing.

Ms. Aldridge responded that the PTO are always looking for general donations, whether it be supplies, or classroom supplies, they appreciate any kind of assistance that can be offered. She appreciates the opportunity to be able to speak at our meeting on behalf of the PTO.

Town Administrator Report – Denise Breder

Ms. Breder commented that although Ms. Gividen, from the VA, was not able to attend the meeting tonight, she did send an email letting us know that the VA was going to be installing a Notification System installed on the campus called Alertus, and we may be hearing that in the community. Ms. Breder does not have any details about it yet, but wanted to share this information in the event that residents do hear something, because it may have to do with this new alert system.

Ms. Breder reported that her full report would be available on the website, but she wanted to highlight a few things. She had a good meeting with Linda Burris from Delmarva Power Company for their annual coordination meeting. Ms. Burris stated that they have an Economic Development incentive program, she shared that information with our Economic Development office to be shared with local businesses. Ms. Burris is going to have someone in their office look into putting some LED street lights in various locations throughout town. We had entered into an agreement with Sprint to put up some equipment on our Water Towers and we invoiced them \$6,000 to reimburse us on costs associated with that. We have a Green Team meeting this week, January 10th at 5:30 p.m. in this meeting room, and we are always looking for new members. We have a Greenway meeting on February 20th at 10 a.m. here, which is a different committee, more involved with trail ways. The Municipal Separate Storm Sewer System Permit process is moving along, and we have received an update from KCI, and we have a meeting with them at the end of the month to go over the overall status. Ms. Breder reported that we have an employee, Alvin Hathaway, who as of January 19 will be here for 40 years, which will be the longest amount of years that anyone has worked for the town and he works at the Wastewater Plant. Ms. Breder wanted to thank the Town of Elkton and the city of Havre De Grace for their assistance with our sewer main issue.

Treasurer's Report - Debra Laubach

We did not take any collections from the boat ramp honor box, so the numbers that are showing on the Treasurer's Report are the same as last month. Last month we had reported that we would have the audit done by the end of December after applying for an extension. Unfortunately, we had to request another extension because one of the key employees of the auditing firm unexpectedly gave his resignation. The extension was granted by the State and it will be extended to January 31. The auditors should have preliminary numbers to us by Thursday and she and Denise will prepare the Management Discussion and Analysis portion of the audit to get back to them and hopefully get the final report by next week to send to the appropriate agencies in time. The town has a Police Seize Assets Fund and she analyzed several years of activity and summarized that and gave the department a list of what balances comprised the total. Sgt. Nitz researched the list and determined which funds had been forfeited to the town through court proceedings if the person was found guilty. \$5,100 has been transferred over to the General Fund checking account and recognized as revenue and can be used for certain police activities, such as safety equipment and training. In the mean time she, along with

Sgt Nitz are working on procedures for the future as far as collection and for more consistency regarding documentation from the suspect and at what point the revenue is released back to the town.

Commissioner Taylor inquired what the amount was that had to be returned to suspects.

Ms. Laubach responded that so far it has only been around \$150 total. We have several fairly large amounts that are in court proceeding right now, so in total we should have around \$6,000 of a balance in our account. We have been working with PNC on getting a credit card and have given them all the documentation needed and have been approved for \$150,000 credit line. In the meantime, she has contacted the Finance Director in Havre De Grace, because they also work with PNC, to get some ideas from them on procedure that they have in place that we may be able to put into place for us as well. We received another \$111,000 from Local Impact for the month of October.

Police Report - Lieutenant Budnick

Lieutenant Budnick reported that Officer Daugherty resigned last month and took a job at Aberdeen Proving Ground so we will be advertising for a Certified Police Officer soon. We have a table top exercise coming up on the 23rd of the month at 10 0'clock in the morning.

Ms. Breder wanted to clarify that this table top exercise was not for the Town's Emergency Action Plan.

Lieutenant Budnick responded that it was not, 18 of them are from the MD Transportation Authority and he imagines that the wind is going to come up.

Ms. Breder commented that we had talked about having a table top exercise for the Town Emergency Action Plan and this is not that one, this has to do with the wind issues and the bridge.

Commissioner Reich inquired if the town was going to have one soon.

Ms. Breder responded that we will be having one that we are holding.

Commissioner Reich inquired if Commissioner Ryan was going to be running it, to which Ms. Breder responded that he will definitely be involved in it.

Outreach Report - Danielle Hemling

Ms. Hemling reported that they had and overall monthly attendance of 377 and 42 active members with no new referrals and no new members.

Jordan, a member of the Outreach, reported that this month, we provided 37 Families Christmas Dinner. Additionally, we assisted 135 local Perryville children with our Christmas toy drive. We practiced life skills this month which focused on emotional regulation. Our community service projects this month included sending holiday cards to the Ronald McDonald House of Baltimore and restocking of our community food pantry. We finalized renovations this month and our upstairs is completely renovated with a new homework station and brand-new teen area. We attended the Perryville Christmas Tree Lighting with 12 of our members. We took children for a trip to the Herr's Factory to see the lights and we also stopped and got some hot chocolates. We had our Christmas party at Outreach and we decorated Christmas cookies, drank hot chocolate, and did trivia games. Jane Bellmyer stopped by and donated her time to do a Hanukkah and Christmas activity with our members. We volunteered at the Legion Christmas party and many of our children attended. Furthermore, we have volunteered to work Wing Night at the legion once a month. We would like to thank the following individuals for their help during the holiday season: Cecil and Harford US Bowling Association, Shannon Alexander, TUNE, North East Quarry, John Smith, Yvonne Beard, all of our churches within the community, Perryville Elementary School, Elks Lodge, and to all the other individuals who graciously donated to our efforts.

Mayor Ashby reported that the renovation upstairs at the Outreach Program building came out very well.

Commissioner Reich wanted to let Ms. Hemling know that he got the name of the builder that had done an addition to his neighbor's house which included a two-car garage was less than \$100,000.

Ms. Hemling responded that Commissioner Reich was speaking to the fact that we are starting to outgrow our space and she does not want to have to turn anyone away. We have looked into the possibility and the feasibility of putting a two-story addition to our existing Outreach building to the side which is next to the Police Department for future growth of the program.

Ms. Aldridge inquired if there was anything extra that the PTO could offer them assistance with.

Ms. Hemling responded that they already assist us with so much in the way of food collections, we feed close to 25 kids every night. Right now, we are looking more for shelf stable milk and macaroni and cheese and things like that and anything frozen, such as pizza or chicken nuggets, which we use a lot of and frozen vegetables.

Planning and Zoning – Dianna Battaglia

Ms. Battaglia reported that the full report will be on the website, she really does not have anything to highlight since it is too early in the year, she is still following up on

things from last year and setting up meetings and keeping up on construction at the old Muller Tyme building.

Commissioner Ryan commented that they have been in contact with the owners of the Outlet Mall and are working on obtaining the appropriate permits to do a substantial amount of training in their buildings for the Fire Department.

From the Floor

Terry Wright, from 137 Bayscape Drive, said she was not able to attend the meeting last August, after going through two weeks of fireworks in their neighborhood which happened four or five times since then. She called 911 as she was instructed to do on December 30th, and they seemed very disgusted that she even called them. She asked if there is a 24-hour dispatcher in our future anywhere.

Luitenant Budnick responded that right now they just have someone there from 8 to 4:30 during the week sitting in the front office then it just goes to 911.

Ms. Wright commented that they are eventually going to come down on someone's house. She responded that 911 said that they would send an officer over, but they just seemed to be annoyed that they would even be called about that.

Commissioner Ryan will be attending the monthly Fire Chief meeting tomorrow night and we meet with the people in charge of the Dispatch Center, and with her permission will gladly express her concerns on how she was treated. He is not sure what the resolution will be but will certainly make them aware that we have a citizen concern.

Ms. Wright inquired if we are to continue to call 911, to which Commissioner Ryan responded that she is, and they will notify the officer on duty.

Mayor Ashby did not think that the Police Department or the Fire Company have anything to do with it.

Commissioner Ryan responded that what you would usually see was that the Police Department would run through and do an initial investigation and see if they are able to figure out where they are coming from and contact the MD State Fire Marshall's Office to respond for the actual handling of it. Usually, you are not going to get a Fire Marshall to come out unless they receive a call from the Fire Department or Police Department if they have found something on the scene.

Brian Hampton, who resides at 617 Cecil Avenue, was here along with a couple of his neighbors, Scott Gunerson from 613 Cecil Avenue and Sharon Thompson from 619 Cecil Avenue. They live on what the town considers Cecil Avenue extended, which the town says is a private drive. His issue is that nowhere on his deed does it say that it is a private drive, he has resided there for 15 years and for the first 10 years never had any

indication that the town considered it a private drive, the snow got plowed, etc. It wasn't until 5 years ago during that snow storm during 2014 that the road wasn't plowed and he was informed by the snow plow driver that the town informed them that this was a private drive. His understanding was that one of the neighbors had contacted the town and they determined that it was a private drive. At the time, Ms. Breder had helped him with some of his concerns regarding water and sewer lines and who owns those and explained that the town owns them up to the cleanout and the water meter. Since that time one house has been built and another house just broke ground last month. The heavy equipment on that road is just deteriorating the road and the water is not draining properly with the new development coming in, they need to know who really owns the road that the town is saying is a private drive.

Ms. Breder responded that in the 1920's there was a layout of a development and that street was laid out as part of the development and it was never built. Over time a couple of houses were later built there but that road was never taken over as a town road and we really do not know who owns it, so before anything could get started there would need to be some sort of deed search done. We have been working with some of the residents there and we have been working with our Engineer to come up with a cost estimate of putting in some portion of a road. We do have a cost estimate which is significant, and it would be upwards of about \$40,000 per house. Ms. Breder commented that it sounds like they are asking you if you are going to take over the roads and her suggestion would be to sit down and discuss that with them, but if we do there may be consideration of some front foot assessment for the properties that are along Cecil Ext. It was not a town street and she does not think it would be fair to the other residents of the town for us to take that on without some cost being covered by the owners that live there, and she stated that you have to drive over the sidewalk to get to that little section of Cecil extended. We do annually file a report with the State Highway Administration and that little section of Cecil extended is not on there as a town owned street and never was to her knowledge.

Ms. Battaglia did not have anything further to add other than the fact that she has talked to a number of the residents there to try to research how that came to be.

Commissioner Reich commented that if people are breaking ground on new properties then they would have had to have gone to the County for the stormwater management.

Ms. Battaglia commented that they have to go to the County to get a building permit, they have to meet water and stormwater requirements for each of those lots.

Commissioner Reich commented that the resident just stated that they are getting water from the new construction.

Ms. Battaglia responded that there are issues in that whole area that stems from Aiken Avenue that goes all the way back to Cecil Avenue. We have looked at several

different things that are back there, some grading may need to be done because the houses were constructed at different times and over the year's things start to change so we might need to do some berms to help redirect. She has met with the homeowner on the corner with Public Works to get a drain in the road to try to take off some of that excess water, so we are looking at that. We need to figure out how to get that resolved. The two new houses have to meet stormwater requirements through the County for each of those lots. She believes the water issue is coming from the other side of the road.

Commissioner Reich commented that he may have misunderstood what the resident stated, he thought that he was saying that the construction was what was making that happen.

Mr. Hampton commented that you have all of the square footage of the new house plus the driveway, which is water that is going into the street. We know we live on clay and we have always had puddles in our yard, that is not what he is talking about, he is talking about the new houses and the two other lots that they plan to build on, which is only going to magnify the issue with the water in the street, along with the road being torn up. He does not know how long before he moved there that the road was paved, so you have at least 15 years of use plus heavy equipment being drove across it.

Ms. Breder responded that the paving must have been done from prior residents because it is basically a shared driveway and not a town paved road so we would not have any specifications on it because we have not taken ownership of that. It is up to you if you want to put this on an agenda if you decide to move forward and feel that it is a town problem to solve, but she does think there needs to be some cost sharing with the residents there if you decide to move forward.

Commissioner Ryan asked who would have the responsibility for the deed search.

Ms. Breder did not know how to answer that, but it needs to be done, we do not have it in the budget to do, but that would be the first step.

Mr. Sussman commented that when he first heard about it his first reaction was that a title search would need to be done, a deed search and plat search and analysis of what is found to draw a legal conclusion as to who has simple interest of the road and if the town and public have any rights of use of the road. There is not enough information now to make an assessment.

Commissioner Ryan asked Mr. Hampton if there was any information that he could get from the people that he brought the property from.

Mr. Hampton commented that they did not disclose anything about the road.

Commissioner Taylor responded that one thing that you may want to consider that may be helpful for these homes being built, in order to purchase those houses they will

need to do a deed search on the property, and they could incorporate that street into the deed search.

Ms. Battaglia commented that in the 1920's when the subdivision was mapped out, it was platted out to show all of these individual lots with a road and for whatever reason that section did not get built up. The two houses that they are starting our water and sewer lines are directly in the section that says it's a road, when you look at each plat provided by the property owners it shows their property on a 60-foot road right-of-way. Everything that comes out references back to this original plat that was done way back in the 1900's. Now when subdivision is done a developer will build each house and do a road up to the standards, back then they just platted it out on paper, and it was never finished up.

Commissioner Linkey inquired historically who originally paved the road.

Ms. Breder assumes that it was Perryville Development Company that paved the rest of the road pursuant to that development that were built.

Mayor Ashby commented that there are about eight or eleven lots in the woods, but without going too far, we may want to do something up to the woods line, but there has been no development past the wood lines. If he recalls, there are two different owners there, so we need to be careful with what happens with this. There may be something minimum that we could do to help them. If it is \$40,000 to do stormwater, curbs, and blacktop to the edge of the woods, then that will be close to one million dollars.

Ms. Breder noted that you would need some minimum level of stormwater management, and the road surface, and not necessarily a sidewalk at this point. It is not unusual for town water lines and town sewer lines to be in private right-of-ways, unfortunately this one was never turned over to the town. Once again meaning that someone would need to do a deed and title search. Earlier Commissioner Taylor had mentioned whether the deed search could be part of somebody's property sale, to which Ms. Breder responded that it probably could not be, it would be about the road surface itself, not the individual properties.

Commissioner Taylor asked if we have any idea how much a title and deed search would be.

Mr. Sussman responded that it may be between \$1,000 to \$1,500 to determine the ownership of the road, but that would also require a title search on the individual lots, and whoever platted the subdivision and see if there were any conveyances of the road and how the deeds were worded in terms of what was conveyed. There are a lot of considerations that go into the determination. It would not be a typical title search that would be for a home which would be around \$500.

Mayor Ashby commented that he is familiar with some of what is going on over there and some items that some residents want addressed. What you have brought to us tonight we have been talking about for a while, we just do not know how to solve it but now that you have brought it to our attention, we will not forget it.

Ms. Breder commented that Planning and Zoning could reach out to the builders if there are issues associated with the current construction, with water coming from it, there may be something they can do to deal with those issues from the current construction.

Old Business

Ordinance 2019-01 Budget Amendment

Ms. Laubach commented that she is looking for a vote tonight for Budget Amendment Ordinance 2019-01. This Ordinance was introduced last month which is changing the budget to give us funding for the Little League Complex, the cost that came in for the bid with an additional 10% buffer. We are also asking for \$100,000 to get started on a design concept for the new Town Hall, \$30,000 to cover shortages that we had already incurred in our expenditures for water and sewer. Unfortunately, the \$30,000 that was in this amendment was prior to the most recent problem that we had with the sewer line, we haven't got all of the bills in on that yet. We already have one bill in for \$31,000 and we are expecting another one in soon. The other amount included in this Budget Amendment was for \$7,600 for the additional water testing for cryptosporidium, which is because of the extra turbidity from all of the rain that we have had.

Motion was made by Commissioner Linkey and seconded by Commissioner Ryan to approve Budget Amendment Ordinance 2019-01. **All in Favor: Motion Carried.**

New Business

98 Mill Creek Road

Ms. Battaglia presented a request for a property owner who resides out of town limits at 98 Mill Creek Road to be connected to the town's water supply system, she was at the recent Work Session.

Motion was made by Commissioner Linkey and seconded by Commissioner Reich to approve the request for a water connection to 98 Mill Creek Road. Discussion Ensued.

Commissioner Ryan inquired if there was a list of conditions that were to be met.

Ms. Battaglia responded that there were and that they should be included in the motion. We also have an agreement that has been reviewed by Mrs. Ruff's Attorney and

they are in agreement with that and there are a couple of things that we need to update once we get the engineers specs to put in there, then we will get that signed.

Ms. Breder asked Mr. Sussman if the agreement had to come back before the Mayor and Commissioners for approval or can they approve it pending staff and legal review for future signing.

Mr. Sussman responded that they did not have to, they can give the Mayor the authority to sign.

Commissioner Linkey changed her original motion.

Motion was made by Commissioner Linkey and seconded by Commissioner Reich to approve the request for a water connection to 98 Mill Creek Road if all conditions are met and permission for the Mayor to sign on behalf of the town. **All in Favor: Motion Carried.**

501c Grant Application Recommendations -

Ms. Hickman summarized the 3 requests that were recommended by the 501c Grant Committee as presented at the Work Session, which included Habitat for Humanity and the amount recommended of \$11,700 for two single family homes on Richmond Street, Chesapeake Feline with the amount recommended as \$4,900 toward operating expenses, and American Legion Post 135 with the recommended amount of \$5,684.00 toward the installation of a security system.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to approve the recommendations made by the Grant Committee for the 501c Grant Program. **All in Favor: Motion Carried.**

Revitalization Grant Application Recommendations -

Ms. Hickman summarized the 6 requests that were recommended by the Revitalization Grant Committee as presented at the Work Session and require a 10% cash match, which included 239 Smith Lane in the recommended amount of \$2,900.00 toward replacement of the rear deck and steps. The next one was for 624 Aiken Avenue in the recommended amount of \$11,200.00 toward replacement of the siding and repair and painting of the front porch. The next one was for 1222 Aiken Avenue Extended in the recommended amount of \$3,750.00 toward replacement of windows. The next one was for 603 Richmond Street in the recommended amount of \$2,600.00 toward replacement of exterior doors and front porch railings. The next one was for 1463 Clayton Street in the recommended amount of \$4,365.00 toward replacement of the roof. The final one was for 445 Sumpter Drive in the recommended amount of \$2,925.00 toward window replacement.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to approve the recommendations made by the Grant Committee for the Revitalization Grant Program.
All in Favor: Motion Carried.

Ordinance 2019-02 - Hotel Economic Development Incentives - Introduction

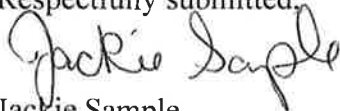
Ms. Breder read the introductory paragraph for Ordinance 2019-02, which is for the purpose of creating a Hotel Economic Development Incentive Program to stimulate new hotel location and other improvements associated therewith and economic development in the Town of Perryville; establishing the purpose of the program; authorizing certain monetary incentives for eligible participants in the program; establishing criteria for participation in the program and a process for approving eligible participants; providing for approved participants to enter into a certain agreement with the Town; providing for administration of the program; and generally related to a Hotel Economic Development Incentive Program in the Town of Perryville by adding Chapter 53 Hotel Economic Development Incentive Program Sections 53-1 through 53-11, inclusive Code of the Town of Perryville.

Ms. Breder explained that this gives the board the legislative authority to enter into an agreement with hotels for expansion in the Town of Perryville for Economic Development purposes. The code spells out that there is an application process and sets out what the minimum criteria are and does not necessarily mean that these are going to be what the final criteria will be for each hotel that we may enter into an agreement with. It spells out a minimum of 200 rooms, what the hotel project cost should be, number of full time and part time jobs created, and one thing that was important to the town was that whatever hotels were brought in would use good faith efforts to hire town residents. Also, that it would be a full service hotel and hospitality venue, it spells out the process for applying and how they are evaluated and what potential incentives can be given and ultimately would be followed up by an Ordinance establishing a legal agreement between the Town of Perryville and whichever hotel we are entering into an agreement with that would follow up after the hotel qualifies.

Commissioner Ryan wanted to thank everyone for the attendance tonight.

Motion was made by Commissioner Ryan and seconded by Commissioner Taylor to adjourn the regular session at 8:21 p.m. and go into a Closed Session after a 5-minute break under General Provisions Article §3-305(b) (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.
All in Favor: Motion Carried

Respectfully submitted,



Jackie Sample
Perryville Town Clerk

TOWN OF PERRYVILLE
FORM OF STATEMENT FOR CLOSING A MEETING
(FROM OPEN MEETINGS MANUAL - APPENDIX C)

Location: Town Hall Mtg. Room Date: 1/8/19 Time: 8:21 p.m
Motion By: Ryan Comm. Seconded By: Comm. Taylor

VOTE TO CLOSE SESSION:

	AYE	NAY	ABSTAIN	ABSENT
Mayor Ashby	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Linkey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Ryan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Reich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Taylor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STATUTORY AUTHORITY TO CLOSE SESSION

General Provisions Article §3-305(b):

(1) To discuss:

(i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or

(ii) any other personnel matter that affects one or more specific individuals;

(2) To protect the privacy or reputation of an individual with respect to a matter that is not related to public business;

(3) To consider the acquisition of real property for a public purpose and matters directly related to the acquisition;

(4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;

(5) To consider the investment of public funds;

(6) To consider the marketing of public securities;

(7) To consult with counsel to obtain legal advice;

(8) To consult with staff, consultants, or other individuals about pending or potential litigation;

(9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;

(10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:

(i) the deployment of fire and police services and staff; and

(ii) the development and implementation of emergency plans;

(11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;

(12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;

(13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;

(14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

FOR EACH CITATION CHECKED ABOVE, THE REASON FOR CLOSING AND THE TOPICS TO BE DISCUSSED:

To discuss potential terms and conditions of an agreement with a developer.



Signature of Presiding Officer

**Statement Regarding December 4, 2018 Closed Meeting for Inclusion in Minutes of
January 8, 2019 Town Meeting**

On December 4, 2018, the Mayor and Commissioners of Perryville conducted a closed meeting at 7:45 p.m. at the Town Hall meeting room in accordance with General Provisions Article, § 3-305(b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance, evaluation of appointees, employees, or official over who the public body has jurisdiction (7) to consult with counsel to obtain legal advice. Mayor Ashby, Commissioners Linkey, Ryan, Reich and Taylor all voted in favor of conducting the closed meeting. In addition to the Commissioners, the Town Administrator, Denise Breder, Town Clerk, Jackie Sample, and Town Attorney, Fred Sussman, attended the entire closed session. During the meeting, the board voted to proceed with a recommendation for a potential board appointment to be reviewed by the Ethics board, all were in favor.

Motion was made by Commissioner Taylor and seconded by Commissioner Ryan to adjourn the Closed Session at 7:47 p.m. **All in Favor: Motion Carried.**

**Statement Regarding December 11, 2018 Closed Meeting for Inclusion in Minutes of
January 8, 2019 Town Meeting**

On December 11th, 2018, the Mayor and Commissioners of Perryville conducted a closed meeting at 8:18 p.m. at the Town Hall meeting room in accordance with General Provisions Article, § 3-305(b)(7) to consult with counsel to obtain legal advice. Mayor Ashby, Commissioners Linkey, Ryan, Reich and Taylor all voted in favor of conducting the closed meeting. In addition to the Commissioners, the Town Administrator, Denise Breder, Planning Director, Dianna Battaglia, P&Z Coordinator, Amanda Hickman, and Town Attorney, Fred Sussman, attended the entire closed session. During the meeting, the board consulted with attorney regarding proposed PIRD application.

Motion was made by Commissioner Linkey and seconded by Commissioner Taylor to adjourn the Closed Session at 8:50 p.m. **All in Favor: Motion Carried.**

**Statement Regarding December 18, 2018 Closed Work Session Meeting for Inclusion in
Minutes of
January 8, 2019 Town Meeting**

On December 18, 2018, the Mayor and Commissioners of Perryville conducted a closed meeting at 7:10 p.m. at the Town Hall meeting room in accordance with General Provisions Article, §3-305(b)(4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State. Mayor Ashby, Commissioners Linkey, Ryan, Reich all voted in favor of conducting the closed meeting, Commissioner Taylor was absent. In addition to the Commissioners, the Town Administrator, Denise Breder, Planning and Zoning Director, Dianna Battaglia and Town Clerk, Jackie Sample, attended the entire closed session. During the meeting they discussed two possible businesses locating and the potential impact of the businesses on the town. There were no motions made during this meeting.

Motion was made by Commissioner Ryan and seconded by Commissioner Reich to adjourn the Closed Session at 7:47 p.m. **All in Favor: Motion Carried.**