

**MINUTES  
COMMISSIONERS OF POOLESVILLE  
FEBRUARY 16, 2016**

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**CALL TO ORDER:**

President Brown called the meeting to order at 7:30 p.m. All commissioners were in attendance, as well as Town Manager Yost, Town Engineer Strong and Town Attorney Gullo.

**PLEDGE OF ALLEGIANCE:**

Commissioner Klobukowski led the Pledge of Allegiance.

**ANNOUNCEMENTS:**

Commissioner Klobukowski announced that he testified before the County Council regarding the Poolesville Cluster needs.

Commissioner Halbrook announced that a coalition is forming to seek funding for substance abuse from the Federal Government. The next meeting is 2/24/16 at 7 pm.

Commissioner Dickerson announced that the Chamber dinner is upcoming. She further announced that she will be mentioning the criteria for the business biography that can be submitted to the Town to highlight local businesses. The Senior Center had a fundraiser with a dinner/dance which was well attended.

**OPEN FORUM:**

Len DeMino wanted to congratulate the Town's snow removal program but many people were plowed in, and many of those people cannot plow themselves out. He asked if there was a way that the Town could start a list of those people so that they could be plowed out.

Conrad Poterma believes the Town should develop a new way of plowing snow.

Josh Fielder was present to give an introduction to the Commissioner regarding parking and pick up at Poolesville Elementary School. The issue is the no parking signs posted along Cattail Road.

Bob Roit gave comments on the snow removal on Dowden Way and how it affects the tandem axel trash truck.

**APPROVAL OF MINUTES:**

Commissioner Stump moved to approve the minutes of February 1, 2016. Seconded by Commissioner Klobukowski. Motion carried 5-0.

**NEW BUSINESS:**

**Grant Request – Community Garden**

A presentation was made to request additional funds for the Community Garden. Background on the Community Garden was given and an update was given on the happenings in the last 3 years. She explained the improvements that are planned based on the design and the budget. This Garden was included in the Sustainable Maryland application. The presentation shared the vision for the Garden in the future which includes new raised planters and a relationship with WUMCO. Funds are needed for additional signage, protect and maintain perimeter trees and shrubs; install drip line irrigation and the hiring of professional landscape maintenance. The group is now requesting \$4,500.00 which will purchase the drip line irrigation and the monthly professional maintenance.

### Lori Gore Park

The Town Manager outlined the bids and recommended award for the improvements to the park. A handout in the Commissioners package showed the proposed improvement and design. The Parks Board recommended the proposal from Playground Specialists Inc. for \$69,580.00. The budget has \$60,000.00 for this project. The balance will come from the carry-over funds in the Parks Budget. A motion was made by Commissioner Klobukowski to approve. Seconded by Commissioner Stump. Motion carried 5-0.

### Green Team Appointments

The Green Team is one of the requirements to have the Town certified under the Sustainable Maryland Program. The Town Manager outlined the need and role of this advisory team with a maximum of five (5) individuals. Commissioner Klobukowski believes these appointments should follow the normal procedure for appoints (advertise for volunteers, accept letters of interest and interview prospective candidates). It was decided that the application deadline is to be the end of the month of February and the interviews and selection shall occur at the first meeting in March.

### OLD BUSINESS

#### Grant Request from Monocacy Elementary School

The details were discussed, and the no motion was made to grant this request. It was the consensus of the Commissioners that there are several schools in the area and that this would not be the purpose of the Town grant funds.

#### Community Tree Ordinance No. 206

The Town Manager gave an update on the changes to the proposal. It is more simplified and reference existing Town Boards and Code provisions. As this is an advisory board there is no need for an appeal procedure. Commissioner Klobukowski suggested some changes which were acceptable to the group.

The Commissioners set a public hearing for March 6, 2016.

#### I&I Monitoring

The Town Manager and Town Engineer gave an overview of the high flows which have occurred as a result of the snow melt and weather. The Town Manager recommended that monitoring devices be deployed to track down the I&I areas as this is the time of year for this type of work. He is planning on spending approximately \$10,000.00, however he recommends allocating \$20,000.00 to the I&I fund so that additional monitors could be used if needed. If not the money would remain in the I&I fund. A motion was made to amend the budget by taking \$20,000.00 from unrestricted reserves and move to account #3169 by Commissioner Stump. The motion was seconded by Commissioner Dickerson. The motion passed with a vote of 5-0.

### **COMMITTEE REPORTS:**

#### **PLANNING COMMISSION**

Commissioner Stump gave a report on the Planning Commission meeting and their discussion on Streetscape.

#### **PARKS BOARD**

Commissioner Halbrook gave a report on the Parks Board meeting. In addition to the business discussed at this meeting, there was a presentation regarding the ice skating rink, including the yearly maintenance that would be needed. There were many parks permits discussed.

#### **EVENTS COMMITTEE**

Commissioner Dickerson discussed the activities of the Events Committee. Attendance at events was examined and there were a few events that could be changed to increase attendance. The first Friday on the Commons is going to be the carnival for the elementary school, which is usually the last day of school – this needs to be coordinated if the school year is extended. Additional work needs to be done to get more involvement in the farmer's market.

**MANAGER'S REPORT:**

The Town Manager stated that he would be meeting with the County and Comptroller regarding the income tax errors – Wynne and miscoding. Employee overtime is high due to weather, I&I and water main breaks. The next sustainable community meeting is next week.

**ADJOURNMENT**

A motion was made to adjourn by Commissioner Klobukowski and seconded by Commissioner Stump. Motion passed 5-0.