

**MINUTES  
TOWN MEETING  
10/05/15  
Emmitsburg Town Office**

**Present:** Mayor Donald Briggs; Commissioners Clifford Sweeney, Joseph Ritz III, Jennifer Mellor, Glenn Blanchard and Tim O'Donnell, President.  
Staff present were Sue Cipperly, Town Planner; Cathy Willets, Town Clerk; and Dave Haller, Town Manager.

**Absent:**

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**I. Call to Order**

Commissioner Tim O'Donnell, President of the Board of Commissioners, called the 10/05/15 Town Meeting to order at 7:30 p.m. Pledge of Allegiance was recited.

**Approval of Minutes**

The Minutes of the 09/21/15 Town Meeting were approved as presented/corrected. Motion to accept minutes as presented by Commissioner Ritz III and second by Commissioner Mellor. **Vote 5-0. PASSED**

**Commissioner Comments**

Commissioner(s) cited attendances, recognitions and announcements. Commissioner Sweeney thanked everyone coming out to vote. Commissioner Blanchard attended Fallen Firefighter ceremony. The Mayor gave the opening remarks at the Memorial Service. He strongly encourages everyone to attend and honor those who gave their lives fighting fires. Commissioner Blanchard attended the Sea Services Mass at the Elizabeth Ann Seton Shrine. Commissioner O'Donnell attended HOA at Pembroke Woods. One issue brought up was the concern of the lean of the signs. He received positive feedback on the new upcoming website. Commissioner O'Donnell thanked the election judges for their help and service. He thanked for those that came out and voted. Commissioner Sweeney, Commissioner Blanchard and Mayor Briggs attended the ribbon cutting on September 25 at the WWTP and Solar Field. Mr. Haller advised we are taking the equivalent of 600 cars off the road. Staff will present a full report in a several months.

**Mayor's Comments**

Congratulations to Commissioners Sweeney and O'Donnell. Thank you for your sacrifice and your time. He attended the Green Team Meeting and will be attending the upcoming MML meeting. The Town will be awarded the Sustainable Certified Maryland Award. He gave the welcome to the 34th Annual National Fallen Firefighters Memorial service. He also attended the National Fire Heritage Center Board of Director's meeting. The Town was gifted a 1800s survey of a local farm, colored on delicate paper. It was found in a spiral notebook. He did speak with the Boy Scouts – made a presentation to them. Spoke to a parent about the usage of the Scott Road Farm. Conrad Weaver, EBPA, was in attendance. The Mayor recognized him for winning a regional EMMY on a documentary - the Great American Wheat Harvest. Commissioner O'Donnell noted that Mr. Weaver hosted a premiere at the Carriage House as well.

**Public Comments - none**

**Administrative Business – Mayor's Reorganization of the Board. Exhibit A**

The Mayor presented his recommendations for the organization of the Board. He recommended no changes to the current Board and the positions. Commissioner O'Donnell (president), Clifford Sweeney (vice-president/ Planning and Zoning liaison), Glenn Blanchard (treasurer), Jennifer Mellor (Parks and Rec Committee liaison), and Joseph Ritz III (Citizen's Advisory Committee liaison). Motion to accept the Mayor's Board organization by Commissioner Blanchard and second by Commissioner Mellor

**Vote 5-0. PASSED.**

November 11th is Veterans Day. Commissioner Blanchard asked about the bids for Doughboy. Mr. Haller informed him that we only received one bid. The bid has not been opened. The doughboy statue has been secured at the sewer plant. Mr. Haller advised the Board that we may have to file action in Court due to all the insurance company only acknowledging our claim.

### **Consent Agenda - none**

#### **Reports:**

**Treasurer's Report** - Commissioner Blanchard presented the cash activity report for the month of September 2015. Detailed report at Exhibit A. Commissioner O'Donnell asked about the pool contract. Mr. Haller reported that we are still in the closing process. The Town has paid the pool company up to date. The pool company has yet to complete the contract. There are two payments that have not been made and are not scheduled to be made yet. The pool company is slightly in default of contract as the pool was supposed to be closed no later than today (October 5, 2015).

**Planning Commission Report** - Commissioner Sweeney advised there was no planning commission meeting.

## **II. Agenda Items**

### **Swearing in of two Commissioners by the Mayor**

The Mayor conducted the swearing in of both re-elected Commissioners. Mayor Briggs congratulated Commissioner O'Donnell on his re-election. Commissioner Sweeney was also congratulated by the Mayor on his seventh term and 18th year.

### **Senator Michael Hough**

He congratulated the two Commissioners on re-election. He wanted to make sure everyone knew him and had his information. He represents 11 municipalities in Frederick and Carroll County. He is looking for feedback for the upcoming session. He works closely with the State agencies such as MDE and SHA. The Governor worked towards more Highway User Funds being granted. A \$10,000 grant issued for the Emmitt Gardens park. A bond bill received for the Catocin Zoo. Commissioner Blanchard invited to Senator Hough to Halloween Parade. He informed Senator Hough to MML Christmas party will be at the Carriage House in Emmitsburg this year. Commissioner Blanchard asked for any assistance for education in Frederick County. The Mayor let Senator Hough know the Town received HURs money for 2016 @\$25,000 and for 2017 @\$25,000. The Town has three delegates now due to re-districting. Commissioner O'Donnell would like to see appropriate employers come to Town and asked if there was anything Senator Hough could do to assist. Entrepreneurial efforts are definitely encouraged (technology, bio-tech, etc.).

### **Vote related to the noise and nuisance disturbance**

Mayor did not hear back from two long time residents who own apartments. He would like to put it on hold till more input from the property owners. Mayor received unanimous consent from Board to put this item on hold.

### **Consideration of snow emergency modification plan – proposed no parking during snow emergency plan in all cul-de-sacs listed**

Mr. Haller advised this is a reinstatement of a snow emergency plan that was in place several years ago. It is allowing staff to clean the streets better if these cul-de-sacs are kept open. Mr. Haller advised that Silo Hill would be more than just the cul-de-sacs due to

requests made by residents. Commissioner O'Donnell advised the following areas would be affected: Southgate, Northgate, Emmit Gardens, Warthens Way, Creamery Way, Silo Hill, Brookfield and WayCross Ct. Commissioner Mellor inquired about Silo Hill. Mr. Haller advised it would entail all the streets in the entire development. She had a meeting with several residents in Silo Hill. She said they suggested to keep 2 University Drive to 19 Robindale drive open. Commissioner Mellor and residents would like to keep one side of Silo Hill Road open to allow for parking. She asked if this is possible and reasonable to Staff.

Commissioner Mellor made a motion to modify the request for "no parking" during snow emergency plan in all cul-de-sacs for Silo Hill for the area of 2 University Drive and 19 Robindale Drive be kept open as well as keeping one side of Silo Hill Pkwy. open. Motion seconded by Commissioner Blanchard.

**Vote 5-0. Modification passed**

This will be done with signage. Mr. Haller said this will be brought back at next meeting with the modification. Ordinance 15-06 put on hold.

**Set Agenda Items for 10/19/15 Town Meeting**

1. Final consideration of Snow Emergency Plan for the Town of Emmitsburg
2. Discussion and consideration of noise and nuisance ordinance
3. Presentation related to Doughboy repairs for discussion and potential consideration

**IV SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS**

**IV Adjournment**

With no further business, the 10/05/15 Town Meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Cathy Willets

Town Clerk

Approved: October 19, 2015

Open the Town Meeting to a Public Hearing to review and discussion and consideration of the updated 2015 Comprehensive Plan presented by Sue Cipperly, Town Planner. She presented a power point to review the timeline of the plan. The Planning Commission forwarded their approved draft to the Town Board on August 31, 2015. All correct protocols have been followed. Some changes since 2009 - State Law: land use article and 12 visions to be incorporated into the plan; Frederick County Process - 3 levels: county, community and corridor plans. Several things have changed in Emmitsburg: people, business/employment/main street/water & sewer/community design. She highlighted accomplishments green initiatives (LED lighting & solar power) and sustainable certification. One goal is to provide safe bicycle and pedestrian traffic. Mayor asked for tourist information and statistics and retail spending. Zoning change recommendation for 510-514 East Main St. for B1 zoning district. SHA recommended the Town Board adopt US15 Catoctin Mountain Scenic Byway Corridor Management Plan - can be discussed at future meeting.

Page 3-9 out of the Plan: The County recommended consider renaming our current open space (OS) zone because it is misleading. OS zone should be changed to institutional uses.

Staff would like to have one more public hearing prior to the vote on the Comprehensive Plan. Wendy Walsh, just moved to 2009 Pembroke Ct. Emmitsburg MD one month ago. She introduced herself

and her husband. She moved her so she could be closer to work and be able to bike to work. They are happy to see bike safety being improved. She would like to ask to check the link on web for the comprehensive plan. They weren't able to review the plan. She enjoyed the square revitalization plan. She noticed that several things have closed – coffee shop, book store, and restaurant. She is very interested in helping with the revitalization and happy with the comprehensive plan. She was provided with a draft copy of the comprehensive plan.

A motion to close public hearing and to keep the public record open so the public can send comments to Ms. Cipperly by Commissioner Sweeney and second by Commissioner Mellor.

Public Hearing concludes at 9:10pm.