

**MAYOR AND COMMISSIONERS
TOWN OF NORTH EAST
106 S. MAIN STREET
NORTH EAST, MARYLAND 21901**

December 22, 2010

The Town Meeting was called to order by Mayor Robert F. McKnight at 7:00 PM. Present were Commissioners Eric B. Braley, Hilary A. Crothers-Moore, and Paul A. Stark, Town Administrator Melissa B. Cook-Mac Kenzie, North East Police Chief Darrell Hamilton, Maintenance Supervisor Phil Meekins, Director of Planning Betsy Vennell and Clerk/Treasurer Anne Barker. Commissioner Kena L. Koch was absent due to illness.

The Pledge of Allegiance was recited.

A moment of silence was observed for Mrs. Elinor Stark, mother of Commissioner Stark, who passed away on December 20, 2010 at the age of 101.

-GUESTS-

Dave Gula, Wilmapco Senior Planner re: Regional Transportation Plan 2040

Dave Gula, Wilmapco Senior Planner, presented the Regional Transportation Plan for 2040. Wilmapco works with the Maryland and Delaware Department of Transportation. The Town is invited to have a representative on the Chesapeake Connector Study committee. Wilmapco received a sustainability federal grant this past June for housing and urban development. Wilmapco was thanked for providing funds for the revision to the Town's subdivision regulations. The Town Administrator announced the Town will be seeking Wilmapco's input regarding upcoming revisions to the Town's Transportation portion of the Comprehensive Plan.

-PUBLIC COMMENT-

None.

-REPORTS-

Mayor McKnight

Mayor McKnight read a note from Lucia Demond thanking the Town for the planting of a tree in memory of Ulysses G. Demond, III, former Town Mayor and Planning Commission Chair and a note from Dougie Elmer, North East Fire Company President for his invitation to the Town Christmas Dinner. The construction contract for the new Lowes store is to go to bid at the end of January, 2011. Mayor McKnight attended the Employee Christmas luncheon on December 21, 2010.

Town Board approved January 12, 2011.

Commissioner Stark

Commissioner Stark attended the Employee Christmas luncheon on December 21, 2010.

Commissioner Crothers-Moore

Commissioner Crothers-Moore attended the December 16, 2010 North East Chamber of Commerce Meeting and announced the winners of the Christmas Residential Decorating Contest which was conducted on December 17, 2010. First place was awarded to 12 Church Street, second place to 121 E. Cecil Avenue, third place to 20 W. Beech Drive and honorable mention to 119 E. Cecil Avenue.

Commissioner Braley

Commissioner Braley attended the December 16, 2010 North East Chamber of Commerce meeting.

Town Administrator

On behalf of Ron Carter, Severn Trent, the November, 2010 Water Distribution Monthly Report was made part of the record.

The Town Administrator attended the following meetings or events since the last Town Board Meeting held on December 8, 2010:

- 1) December 9th Meeting with Ken Simmers, Maryland Saltwater Sportfishermen's Association regarding the Jackson House.
- 2) December 9th David Busch, Keystone Alliance Consulting regarding water fund asset valuation which is needed regarding the PSC case.
- 3) December 13th Department Head meeting
- 4) December 13th Meeting with Jim Brand regarding a building permit.
- 5) December 13th Conference call with our Attorney and her associates regarding the Public Service Commission (PSC) Case.
- 6) December 14th Meeting with Ron Carter, Severn Trent Services.
- 7) December 16th North East Board of Appeals regarding the variance application of Mrs. Ulysses Demond, III for the proposed minor subdivision of the Demond property adjacent to the "Old Town Lockup" (102 West Cecil Avenue).
- 8) December 20th Department Head meeting
- 9) December 20th FEMA regarding floodplain map and ordinance amendment process.

- 10) December 20th Conference call with Entech and our attorney regarding the case against Transviron, Inc. regarding Phases 6, 6A and 7 of the Water System Improvement project.
- 11) December 22nd Meeting with parties regarding the case against Transviron, Inc. regarding Phases 6, 6A and 7 of the water System Improvement project. The purpose of the meeting was to provide Transviron's attorney and engineer an opportunity to tour the facilities.
- 12) December 22nd Meeting with Entech representatives regarding Phases 6, 6A and 7 of the water System Improvement project.
- 13) December 22nd Meeting with our attorney regarding Phases 6, 6A and 7 of the water System Improvement project.
- 14) December 22nd Cecil County Department of Public Works representatives regarding the status of the Rolling Mill Water Treatment Plant's need to discharge sewer to the County's sanitary sewer system.

Additional Reports by the Town Administrator

- 1) **Board of Appeals** – The North East Board of Appeals heard a request for a 12 foot front lot line variance in order to permit the Demond's (102 Mill Lane) to move forward with a minor subdivision. The minor subdivision is necessary to create the lot that the Town intends to purchase. The Board of Appeals unconditionally granted the variance request.
- 2) **Jackson House** – On December 13, 2010 a letter was sent to the Maryland Department of Natural Resources requesting permission for the Mayor and Commissioners to lease the Jackson House to the Maryland Saltwater Sportfishermen's Association.
- 3) **Department of Homeland Security / Federal Emergency Management Agency** – is soliciting technical information or comments on the proposed Base Flood Elevations shown in the Preliminary Flood Insurance Study and on the Preliminary Flood Insurance Rate Map.
- 4) **FEMA Snow Reimbursement** – Based upon the newest policy of FEMA regarding eligibility to have a snow storm declared a disaster we will need a minimum of 27.0 inches of snow at one of the National Weather Service sites – Elkton, Colora or Port Herman.
- 5) **State Highway Administration Fund 78 & Cecil County Department of Senior Services and Community Transit** – The Cecil County Senior Services & Community Transit Department has proposed a bus stop and shelter at the northern tip of the island at the cross over between Main Street and Mauldin Avenue at Walnut Street. In conjunction with the bus stop and shelter the State Highway Administration is working with the North East Planning Office to secure funding

- 6) for sidewalks in areas along Mauldin Avenue where sidewalks currently do not exist.

-UNFINISHED BUSINESS-

None.

-NEW BUSINESS-

Yellow Perch Day – Re: Use of the North East Community Park

A motion to enter in a North East Community Park lease agreement for Yellow Perch Day on March 5, 2011 from 10 AM to 2 PM was made by Commissioner Braley, seconded by Commissioner Stark and approved by all.

North East Water Works Proposed Water Valve Replacement

Ron Carter, Severn Trent, has reviewed the water distribution system and has determined five locations where water valves should be installed to minimize customer outages during water main repairs. Mrs. Barker questioned the water valve for Ridgely Forest and whether the developer should bear the cost of installation. The installation of the valve was not noted during the review process. It was decided to remove the Ridgely Forest valve from the list and to contact the developer.

A motion to authorize the installation of four valves to be located on East Wallace Avenue, Rolling Mill Water Plant, Irishtown Road and North Main Extended was made by Commissioner Braley, seconded by Commissioner Crothers-Moore and approved by all.

Mayor McKnight asked for the N. Main Street Extended valve to be installed first.

Jackson House Tenant

The State has approved the request by the Maryland Saltwater Sportfishermen's Association to enter into a lease agreement for the use of the Jackson House.

Chesapeake Utilities

Chesapeake Utilities Agreement has been forwarded to the Board for their review. A closed session to discuss the agreement will be held on January 26, 2011 in the Town Hall Meeting Room, 106 S. Main Street, North East following the close of the regularly scheduled Town Meeting which begins at 7 PM.

County Commissioners Meeting

Town Board approved January 12, 2011.

The County Commissioners will hold their April 19, 2011 meeting at Town Hall. The Planning Commission will be asked to reschedule their meeting originally to be held that evening.

Parking Meters

Per discussion, the Town Administrator will explore disposal methods for the Town's old parking meters.

Revisions to Flood Plain Maps

FEMA has revised the Flood Plain Maps for North East. This will require revisions to the Town's flood plain ordinance and maps by January, 2012. FEMA has run public notices and comments are to be made by February 16, 2011. Property owners will be able to appeal but a hydraulic study will most likely be needed to successfully win an appeal. Mrs. MacKenzie would like to reach out to the property owners affected by the map amendments by offering a workshop to answer questions they may have.

-MISCELLANEOUS-

Chief Hamilton reported computers will be installed in the remaining police cars through the County's Department of Emergency Services and Homeland Security.

Keith Moore, North East Chamber of Commerce President, was thanked for attending tonight's meeting. Mayor McKnight suggested a couple of the parking meters be donated to the Chamber to be sold at the Chamber auction.

-APPROPRIATIONS-

A motion to approve the invoices submitted tonight for approval was made by Commissioner Stark, seconded by Commissioner Crothers-Moore and approved by all.

-BUSINESS FROM THE FLOOR-

None.

-ADJOURNMENT-

With there being no further business to discuss, a motion to adjourn was made by Commissioner Crothers-Moore, seconded by Commissioner Stark and approved by all. The meeting ended at 7:54.

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Respectfully submitted,

Anne F. Barker, Clerk/Treasurer

Attest:

Robert F. McKnight, Mayor

Town Board approved January 12, 2011.