

BOARD OF TOWN COMMISSIONERS

WORK SESSION

February 12, 2019 – 5:15 P.M.

PRESENT: Commissioner Susan U. Burdette, Chair – arrived 5:35 p.m.
Commissioner Amy G. Chmielewski
Commissioner Brendan P. Hopkins – via telephone
Commissioner Patrick T. Richards
L. Jesse Bane, Town Administrator
Trish Heidenreich, Director of Economic Development
Steve Kline, Director of Public Works
Michael L. Krantz, Director of Administration
Lisa M. Moody, Director of Finance
Charles Moore, Chief of Police
Kevin L. Small, Director of Planning
Patti Sterling, Grants Coordinator

ABSENT: Commissioner Philip L. Einhorn

OTHERS: Joan Suitt, Recording Secretary

ABSENT: Aegis Representative

APPROVAL OF AGENDA

Commissioner Hopkins called for approval of the Agenda.

Commissioner Richards moved and Commissioner Chmielewski seconded the motion to approve the Agenda as reviewed. The motion carried.

PRESENTATION:

Tower Co.

The Town Administrator advised Tower Co. will attend a Work Session in March with a presentation for a better understanding and address issues. The company has requested any Commissioner questions before the meeting.

TOWN ADMINISTRATOR:

The Town Administrator distributed information on Verizon Wireless and reminded as an employee of the Town a discount is available.

The Town Administrator notified the Commissioners' Retreat is March 9th from 8:00 a.m. to 12 noon. On the agenda is a presentation by the Director of Economic Development, Director of Planning reviewing the proposed

Strategic Plan and discussion on amendments to the Town's Charter. Contact the Town Administrator with additions.

Commissioner Richards inquired about the date for the public meeting regarding the Police Station. The Town Administrator advised April 8th.

The Town Administrator advised the Chamber Annual Dinner is February 21st and will leave Town Hall 4:45 p.m.

The Town Administrator notified Maryland Municipal League is having a Golf Tournament fundraiser and has asked municipalities to consider a sponsorship of \$100.00.

Tickets for "Night In Paradise" are still available. Commissioner Hopkins requested a ticket.

The Town Administrator distributed a thank you letter from MML regarding a past scholarship and information from Knockout Boxing.

Lions' Club Bubble Soccer Tournament

The Town Administrator notified the Lions' Club fund raiser, Bubble Soccer, is scheduled April 13, 2019 from 6:00 - 9:00 p.m. at the Arena Club. The winning team will receive the Bel Air Cup and the club requested a Commissioner present the award. The Bel Air Lions' Club also asked for a sponsorship from the Town within the range of \$175.00 to \$750.00. The Police Department is entering a team and Commissioner Richards will serve as an alternate on the Downtown Alliance team.

Commissioner Richards and Commissioner Hopkins offered to donate from their account.

The Town Administrator informed of a Dine and Donate on February 17th at MaGerk's restaurant where 15% of the tab will go toward this event.

Maryland American Water Rate Update

The Town Administrator reviewed the press release from Maryland American Water regarding the new rates and notified it is on their website and the Town's. The Public Service Commission lowered the rate requested by Maryland American. The approximate bill for an average residential water customer using 3,700 gallons of water per month will be \$53.75, an increase of \$12.08 per month, or 40¢ per day, from current bills.

Maryland American Water will offer customers alternate payment options through installment agreements. In 2018, Maryland American participated in the H2O Help to Others Program, administrated by Dollar Energy Fund. The program offers grants up to \$110.00 per year to customers who qualify.

Commissioner Hopkins would like the information shared with LASOS.

Bel Air Police Station Feasibility Study Update

The Town Administrator informed the latest draft of the police station feasibility study will be given to the Commissioners.

The Director of Planning advised an estimate of \$3,800 was received to investigate two alternative sites for the police station and seems appropriate. This will be accomplished during the month of March and staff will continue to do other work. The outcome will be reported to the Commissioners prior to the input meeting.

Commissioners Richards and Hopkins would like to be involved in discussions staff may have with Crabtree/Rohrbaugh.

The Director of Administration advised this presentation is in draft format and a print-out of the PowerPoint, put together by Patti Sterling and team, was distributed. It will be placed on the Police Department's page.

The Director of Administration reviewed the PowerPoint and the e-mail address/telephone number for feedback will be added.

Commissioner Richards recommended putting the contact information in bold, highlight that the Town wants to hear from their citizens by providing the name/address and be descriptive of what the Town is hoping to receive in the responses.

Commissioner Richards would also like the tax slide put in bold and explain this is an estimate for discussion purposes. The Director of Planning reminded the estimate is based on square footage numbers and in the preliminary process.

Commissioner Hopkins recommended a press release to the paper, website, etc. regarding the input meeting in April. The Director of Administration informed it will be shared.

Commissioner Richards would like to see a "Letter to the Editor" be placed in the Aegis from the Commissioners.

AGENDA FOR TOWN MEETING (Tuesday, February 19' 2019)

Presentations:

Student Achievement Award

The Director of Administration is waiting on a response from the school.

Maryland Historic Trust Award

Chair Burdette stated the Maryland Historic Trust Award is very special and there are many to recognize. Chair Burdette would like to invite past Commissioners and Carol Deibel to the Town meeting. The Director of Economic Development advised the certificates have specific names on them that includes the construction team, the application writer and Maryland Historic Trust. The Director of Economic Development will reach out to Carol Deibel. The Director of Administration was given names for invitations.

New Business:

Appointment to Planning Commission and Tree Committee

The appointment approvals may be handled at a future Town Board meeting.

STAFFING:

The Director of Administration advised:

- Two Laborer positions - references being checked.
- Parking Enforcement - offer made, checking background.
- Crossing Guard - offer made, checking background.
- Dispatcher -applications being reviewed.
- Facility Manager -applications being reviewed.
- Planner - recently published.

The Director of Administration advised Cheryl Coulter is retiring effective May 1, 2019.

CALENDAR:

The Director of Administration distributed the February, March and April calendar.

Additions/Corrections:

- Local Management Board meeting - February 13th 10:00 a.m.
- ECDC - meeting will begin at 4:30 p.m. on February 14th

- Chamber of Commerce dinner - February 21st 5:00 p.m. at Maryland Gulf and Country Club
- Armory Public Input Meeting for Police Station - April 8th
- Rockfield meeting - April 9th 8:30 a.m.
- Night In Paradise - April 13th 6:30 - 10:30 p.m. at the Armory
- Cecil/Harford MML meeting - April 18th 6:00 p.m. in Charlestown

Commissioner Hopkins inquired of the time to meet for the MML meeting. The Town Administrator advised 5:45 p.m.

The Director of Finance reminded about the Lunch and Learn on February 14th and guest speaker will discuss heart health.

The Director of Finance will be scheduling the Budget Work Sessions.

MISCELLANEOUS:

Tower Co.

Chair Burdette wanted to clear up information from the first meeting on the tower at St. Matthews Church. Chair Burdette informed the church was first contacted about the tower in 2003 when they were not a part of the Town. Last year, the church was again approached when the company wanted to place towers in various places around Town. Chair Burdette noted service is missing in this area of Town and a tower can eliminate some small cells going into neighborhoods.

Commissioner Richards questioned the size of the tower and actual location. The Director of Planning stated this would have to be reviewed by the Board of Appeals. Chair Burdette informed there is a lot of land with tall trees and does not think it will be that visible.

Commissioner Richards is concerned with opening the door to other companies. Commissioner Chmielewski wants to know how powerful the tower will be. Commissioner Hopkins wants a picture of where the tower will be placed and advised of the need to develop some type of policy/code.

The Director of Planning learned the tower was denied by Harford County.

Small Cell Wireless Facilities Update

The Director of Administration advised the FCC ruling passed January 13, 2019 regarding deadlines for small cell application and the Town is obligated to approve this within 60 days or face a penalty. The Director of Administration stated the Federal law has been appealed and staff decided to draft an Ordinance with specific requirements for when a company comes in.

Commissioner Richards asked if the appeal could be used as a shield. The Director of Planning felt that could be done but there is currently a Bill going through the Maryland General Assembly. Bills have been passed in 21 states that takes away a lot of the decision making from jurisdictions. The wireless companies do not want separate agreements with each municipality. The Director of Planning noted the small cells are concentrated in urban areas. The Director of Administration noted Mobility plans to make an application in March.

The Director of Administration will meet with Mr. Keenan and the plan is to bring the Ordinance before the Commissioners at the next Town meeting.

The Director of Planning informed the placement and appearance is not in the FCC ruling.

Commissioner Hopkins recommended language in the Ordinance to prohibit placement on Main Street and within 50 feet of residential. The Director of Planning stated that will be addressed.

Discussion on FY20 Budget Meetings with Volunteer Organizations

The Director of Finance informed during the FY2019 budget meetings it was suggested not to invite the volunteer groups and asked for input.

Commissioner Richards recommended contacting each group to welcome them to attend but explain it is not mandatory and their letter is sufficient. The Commissioners agreed.

Citizen Concerns: 122 W. Gordon Street

Citizens attending the meeting: Clifford Campbell, Brea Abel, Josh and Keri Zader, Jared and Courtney Marmen.

The Director of Planning notified receiving several calls regarding 122 W. Gordon Street that may be a group home. The Planning Department spoke with Pastor Keith of Agape House and will continue doing research.

The Director of Planning stated Federal law and State law requires the Town treat certain groups as protected classes; those seeking addiction treatment, developmental disabilities and mental impairments. These classes qualify as a family (no more than 8 people) under the Town's Code and Federal Government requires it. In 2012, the Town of Bel Air made changes that the operators have to be non-profit, treatment cannot occur on premises and not exceed 8 people. Also, you cannot restrict whether or not two homes are near each other. The Director of Planning is concerned with Agape treating conditions that do not meet requirements of the State and Town. The Director of Planning spoke to Pastor Keith about the requirement of a permanent manager who would receive a permit to park on

the street, two visitor passes and the rest would have to be in the driveway. The Director of Planning advised the Town has to confirm they are qualifying as a single family house. Pastor Keith is planning to bring information tomorrow and a determination will be made.

Commissioner Richards struggles with the legal quagmire and is concerned with impact to neighborhoods and economic development. Chair Burdette stated MML has done research as many Towns are experiencing the same issues.

The Director of Planning informed the Town has not had many problems with group homes but did note one incident. The Chief of Police stated the Mann House has been kept well and very disciplined. The Director of Planning stated control depends on the operators.

Comments/Concerns of the residents attending the meeting:

- Protect their children.
- The operator of the group home does not have a good track record with past personal businesses.
- Heard doctors/counselors have tried to close the operator down.
- Loopholes in the law - the concentration has been overturned by the court but legally there has to be a limit.
- Concern with non-profit and how it qualifies as a business.
- Leasing out the home/sublet - turning people over like a hotel.
- Criminal history of residents.
- Insure residents are being monitored.
- Nervous for safety reasons.

The resident attendees advised we are young families that moved here within the last 3-6 years and attracted to the neighborhood because of the walkability and closeness to Town. This is a big issue in their neighborhood and people are leery.

Commissioner Hopkins encouraged the residents when seeing issues to reach out and contact the Police Department. The Chief of Police has visited facilities when issues have occurred.

Commissioner Richards noted there is more fact finding on the operating criteria.

The Town Administrator inquired if the group has consulted with an attorney to discuss issues. At this point the group has not.

The Commissioners thanked the residents for their input.

Strategic Plan Update

To be discussed during the Commissioners' Retreat.

Commissioner Report

None.

Commissioner Richards recommends a consolidated donation of \$500.00 - \$750.00 to the Lion's Club. The Director of Finance will review and report at the next Work Session.

LIAISON REPORTS:

Commissioner Richards recommends a new conversation with the Downtown Alliance regarding the Armory. Commissioner Richards will draft initial terms of a Memo of Understanding and review it during a Work Session. Commissioner Richards notified Downtown Alliance is interested in event planning.

Chair Burdette shared the Bel Air Bond was well done with wonderful articles and information. Chair Burdette distributed the Bel Air Library magazine and an invitation to the Family and Children's Services fundraiser on March 10th 2:00 - 5:00 p.m. at the Vandiver Inn.

Commissioner Hopkins received a call regarding a medic unit being stuck in English Country Manor. The Town crews were not out because of their rest time and the County refused to help. Commissioner Hopkins learned Harford County has a policy of not responding to private neighborhoods. Commissioner Hopkins spoke with Eddie Hopkins who will look into the situation and hopefully it can be resolved. Commissioner Hopkins stated the medic unit was later able to get out and that the patient was in a life or death situation.

The Director of Public Works notified it is Harford County Public Works that has the policy of not going into a private community/driveway because of past damages being done. Harford County DPW requires permission from the property owner before going in. The Director of Public Works informed of a new situation last night with a condominium community and Eddie Hopkins is working with the Harford County attorney to develop a Memorandum of Understanding or waiver for situations like this; where liability is not as great on the municipality/county when trying to save someone's life.

The Director of Public Works recommends MOU's with communities within the Town.

Commissioner Hopkins acknowledge the excellent job of DPW staff during the recent snow event.

ADJOURNMENT:

With no further comments, the meeting was adjourned at 7:15 p.m.

Approved: February 19, 2019

Signature on file

Susan U. Burdette, Chair
Board of Town Commissioners

Signature on file

Michael L. Krantz, Town Clerk