

MINUTES

BOARD OF TOWN COMMISSIONERS

March 7, 2022

The regular meeting of the Board of Town Commissioners was called to order on Monday, March 7, 2022 at 7:30 p.m. at Town Hall, 39 North Hickory Avenue, Bel Air, Maryland.

MEMBERS PRESENT: Kevin M. Bianca, Chair
Mary F. Chance
Paula S. Etting
Erin S. Hughes
Donna L. Kahoe, Vice-Chair

STAFF PRESENT: L. Jesse Bane, Town Administrator
Charles Dawson, Deputy Director of Public Works
Trish Heidenreich, Director of Economic Development
Michael Krantz, Director of Administration
Lisa Moody, Director of Finance
Charles Moore, Chief of Police
Patti Parker, Community & Public Relations Manager
Kevin Small, Director of Planning
Charles Keenan, Town Counsel
Joan Suitt, Recording Secretary

ABSENT: Stephen Kline, Director of Public Works

APPROVAL OF AGENDA:

Commissioner Kahoe moved and Commissioner Chance seconded the motion to approve the Agenda as written.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe and Bianca

Nays: None

The motion carried.

APPROVAL OF MINUTES:

Commissioner Kahoe moved and Commissioner Chance seconded the motion that the minutes of the Bel Air Board of Town Commissioners' meetings held on February 22, 2022 and March 1, 2022, be approved as submitted.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe and Bianca

Nays: None

Abstained: Commissioner Chance - February 22, 2022 meeting

The motion carried.

PUBLIC HEARING:

Resolution No. 1179-22 - Resolution of Approval for the 2022 Town of Bel Air Comprehensive Plan

Mr. Small, Director of Planning, reported the Town Planning Commission is required to make and approve a Comprehensive Plan in accordance with the requirements of the Land Use Article of the Maryland Annotated Code at ten-year intervals with a five-year update. The Plan must then be submitted to the local legislative body for adoption. The Land Use Article outlines specific requirements including planning visions identified by the State.

The Planning Commission began the Comprehensive Plan process in the Spring of 2021 by consulting "Focus Group" input with Stakeholders consisting of Town business owners, residents, and government agencies. The results of each focus group were made open for public input and review. This input was received through several Public Meetings, written comments and recommendations through a crowd sourcing app on the Town website. Harford County and the State of Maryland also provided comment which is attached to the materials provided. To the greatest extent possible, the recommendations were incorporated in the final document that is being introduced before the Town Board. However, comments from the State are noted but not incorporated. It is the intent of the staff to address each comment to make sure the document is complete and all-inclusive.

Mr. Small advised elements such as land use, transportation, community facilities, water resources, development regulations recommendations, sensitive areas, municipal growth, housing, economic development, and historic preservation are included as part of the Plan. Each element contains background information, as well as a list of goals and objectives necessary to achieve the overall purpose of the Plan and to address issues and concerns identified from the community. Once adopted, the Plan is used as a guide for Town decision making on land use and public services.

The document before the Board was developed by the Bel Air Planning Commission as part of its mission outlined in the Local Government Article. The Plan will provide the basis for Comprehensive Zoning Reclassification and any changes to the Town Development Regulations. The Planning Commission held a public hearing and approved the current version of the Plan at its regular meeting on January 6, 2022 with the exception of changes to the Proposed Land Use Element and the Community Facilities & Housing Element by the Town Board. These changes are outlined below:

- Land Use designations at Maulsby Street and Mast Street remain as outlined in the 2016 Comprehensive Plan.
- Land Use designations at Broadway and Williams Street remain as outlined in the 2016 Comprehensive Plan.
- Changes proposed by the Planning Commission to expand the Mixed-Use designation south of Middle Alley and north of George Street remain as Medium Density Residential.

- References to a Homeless Shelter to be revised to 'Homeless Services' in order to maintain flexibility in the application of goals and objectives between the County and Town. Other changes will include consideration of comments from the State of Maryland.

Chair Bianca called for public comments. There were none. Chair Bianca called for Commissioner comments.

Commissioner Etting looked at the new Map C and 5 and inquired about Homeless Services. Commissioner Etting suggested using the first sentence and delete the ending.

Commissioner Etting sees the two supportive housing units but questioned about the third. Mr. Small advised it refers to services provided by churches. Commissioner Etting recommended to clarify by listing the three homes or make it more general.

Commissioner Chance asked, when talking about support housing in the Greater Bel Air area, if a facility outside of Town could be considered. Mr. Small informed the Greater Bel Air area is within two miles of the Court House. Commissioner Chance notified of such a facility; the Homecoming Project.

Chair Bianca appreciates the outstanding work from Town staff, especially the Planning Department. Chair Bianca stated this is a good document to set the future of the Town.

As there were no other Commissioner comments, Chair Bianca closed the Public Hearing.

Resolution No. 1180-22- Town of Bel Air Armory Leasing Fee Schedule

Mr. Krantz, Director of Administration, informed Chapter 192-1 of the Bel Air Town Code authorizes the Board of Town Commissioners to establish fees for certain Town services, publications, documents, licenses and petitions.

Mr. Krantz advised the Armory's Leasing Fee Schedule was last amended on February 18, 2020. The utilization of the Armory is increasing and, as a result, the cost of maintenance, management, coordination, and administration of its use is increasing. In addition, ongoing renovations and improvements are currently under consideration for the Armory windows, lighting, audio and video systems.

Mr. Krantz stated the Town Staff recommends that the Armory Fees be adjusted to better cover facility operating expenses.

The following changes/additions are being recommended:

SPECIAL EVENTS:

I. Government or Non-Profit

- a. Monday - Wednesday events
 - i. Hourly Rate (3 hr. minimum) - \$75/hour
- b. Thursday - Sunday events
 - i. Hourly Rate (6 hr. minimum) - \$100/hour

II. Individual or Business

- a. Monday - Wednesday events
 - i. Hourly Rate (3 hr. minimum) - \$75/hour
- b. Thursday - Sunday events
 - i. Hourly Rate (6 hr. minimum) - \$150/hour

IV. Grounds

ADDED:

b. Frederick Ward Park/Armory Park may not be used/reserved when the Armory is rented/leased or otherwise committed or under contract with another party.

VI. Deposits

b. Security Deposit: A refundable security deposit (\$250) shall be payable and received upon the balance due.

ADOPT LANGUAGE:

- i. The Security Deposit may be used for costs including but not limited to damage, cleaning, and/or overages above contracted rental/lease hours.

Chair Bianca called for public comments. There were none.

Chair Bianca called for Commissioner comments. As there were none, Chair Bianca closed the Public Hearing.

UNFINISHED BUSINESS:

Resolution No. 1179-22 - A Resolution of Approval for the 2022 Town of Bel Air Comprehensive Plan

Commissioner Etting moved and Commissioner Kahoe seconded the motion that Resolution No. 1179-22, approving the 2022 Comprehensive Plan for the Town of Bel Air, Maryland, be tabled by the Bel Air Board of Town Commissioners until the next regularly scheduled meeting when the comments from the Maryland Department of Planning are incorporated.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe and Bianca

Nays: None

The motion carried.

Resolution No. 1180-22 - Town of Bel Air Armory Leasing Fee Schedule

Commissioner Hughes moved and Commissioner Kahoe seconded the motion that Resolution No. 1180-22, amending the Bel Air Armory's Leasing Fee Schedule, be approved by the Bel Air Board of Town Commissioners.

Ayes: Commissioners Chance, Etting, Hughes, Kahoe and Bianca

Nays: None

The motion carried.

NEW BUSINESS:

None.

PUBLIC ANNOUNCEMENTS:

Chair Bianca informed:

- Kite Festival April 9th at 10:00 a.m. - event is free and kites will be distributed. Mr. Krantz advised 750 kites have been donated by APG Federal Credit Union.
- Family Fun event - March 12th - tickets are free and obtained on-line. The March 19th event is sold out.

Chair Bianca wished everyone a happy and safe Saint Patrick's Day.

Commissioner Hughes advised the Town of Bel Air Community Clean-up is March 20th. Meet at the Armory at 10:00 a.m.

PUBLIC COMMENTS:

Fran Johnson, 124 Archer Street, Bel Air, Md., is the Chair for the Elderly and Needy Citizens Committee and the members have been meeting for five years. Ms. Johnson stated this Committee identifies issues and makes recommendations to the Commissioners to resolve problems.

The elderly population in the Town of Bel Air is close to 30% and will increase as people continue to age. Ms. Johnson stated it is important to have facilities within the Town to serve the elderly.

Ms. Johnson advised the Office of Aging does a terrific job but is underfunded and cannot address all the needs of the elderly. There is a perception in the County that the Office of Aging is only for the poor.

Programs for Elderly Citizens:

- DPW - is making sidewalks safer to walk.
- Police Department - provided bicycle lights that were distributed to riders so seniors could see them better.
- Enlisted the help from the Bel Air Fire Company to replace batteries in smoke detectors at senior homes.
- Wanted to distribute smoke detectors to the elderly but the Police Department had liability concerns. This was not pursued further because of COVID-19.
- Home repairs - in the past the Town partnered with Habitat for Humanity to go into senior homes to help with stairs and handicap railings. Many church volunteers are doing this for their parishioners but we do not have a list of needy citizens.
- Snow Removal - develop a program for the elderly.
- Provide exercise equipment in parks or facilities for the elderly.
- Provide more sidewalks to improve walkability.

Ms. Johnson is concerned that senior citizens are not aware of programs available or do not know how or what to ask. The Elderly and Needy Citizens Committee is requesting to bring back The Bel Air Bond in some

form because all information is not on-line, and many seniors do not have computers. The circulation could be smaller by mailing it to "occupant" at senior housing locations.

The Committee would like the Town to establish a telephone line for the elderly to call, have volunteers once a day review messages, and call the persons back with help. Ms. Johnson commented, it would be helpful if the Town would develop a part-time position to handle the calls and coordinate the different services church groups are providing.

Ms. Johnson further informed about an organization across the country called the Village Movement where seniors are helping seniors. Funding would be needed but the program could become an offshoot non-profit.

Ms. Johnson is available to talk more with the Commissioners.

Chair Bianca thanked Ms. Johnson for working with the elderly and keeping the Town updated.

PUBLIC COMMENTS:

None.

COMMISSIONER COMMENTS:

None.

ADJOURNMENT:

The meeting was adjourned at 8:01 p.m.

APPROVED: March 21, 2022

Signature on file

Kevin M. Bianca, Chair
Board of Town Commissioners

Signature on file

Michael L. Krantz, Town Clerk