

BOARD OF TOWN COMMISSIONERS

WORK SESSION

March 26, 2019 - 5:15 P.M.

PRESENT: Commissioner Susan U. Burdette, Chair
Commissioner Amy G. Chmielewski
Commissioner Philip L. Einhorn
Commissioner Brendan P. Hopkins - via telephone
Commissioner Patrick T. Richards
L. Jesse Bane, Town Administrator
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: Trish Heidenreich, Director of Economic Development

OTHERS: Joan Suitt, Recording Secretary

ABSENT: Aegis Representative

APPROVAL OF AGENDA

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

Commissioner Richards will have an update during the Liaison Report.

TOWN ADMINISTRATOR

Harford County Public Library Fundraiser

The Town Administrator requested the Commissioners make a decision on the sponsorship for the Library Gala.

Chair Burdette reminded in the past the Commissioners' sponsored the sign at the drive between the Bel Air Library and Town property. The Commissioners decided to continue with the sponsorship item.

The Town Administrator received a request from Phil Pace to name a street in Town after Andy Klein similar to what was done for the Olympic skater. Discussion will continue at another Work Session.

AGENDA FOR TOWN MEETING (Monday, April 1, 2019)

Presentations:

Bel Air Police Explorer Post 9010 Awards

Commissioner Hopkins informed Officer Krause is working on proclamation/awards for the Explorers going into branches of the military. The Director of Administration requested the names.

New Business:

Resolution No. 1128-19 Town Administrator's Fiscal Year 2020 Budget

The Director of Finance advised the Town Administrator's Fiscal Year 2020 Budget will be presented at the Town Board meeting. A few things need to be finalized and will be a balanced budget.

STAFFING:

The Director of Administration reported:

- Property Manager at the Armory - received good candidate. Job posting ends Friday.
- Facilities Manager began employment.
- Police Officers - expediting background checks.
- Dispatcher - background checks being processed.
- Parking Enforcement - background checks being completed.
- Crossing Guard - open

CALENDAR:

The Director of Administration distributed the April, May and June calendar asking for additions/corrections.

Change:

April 9th, April 30th and May 14th - Work Sessions begins 4:30 p.m.

April 13th - Arbor Day at the Farmer's Market.

May 20th Town Board meeting - remove. Town Board meeting added, Thursday May 23rd.

The Director of Finance reminded the first Budget Work Session is April 4th beginning at 4:30 p.m.

MISCELLANEOUS:

Feasibility Analysis - Expansion of the Police Department

The Director of Planning reviewed the PowerPoint on the police expansion to make sure everyone understands what will be presented during the input meeting April 8th.

Highlights reviewed:

- existing conditions/inadequacies
- priorities committee recommended
- review process
- alternatives for expansion
 - expand to another space - Armory
 - relocate Police Department somewhere in Town as a whole
 - detach portions of Police Department somewhere in Town
 - lease space
- Option #1 and #2
 - possible phasing in the build

Commissioner Hopkins stated the alternative expansions do not have the sufficient means needed for the Police Department. Commissioner Hopkins advised it is time to give the police the tools needed to do the job and reminded about health issues.

Commissioner Richards does not feel the split operation makes sense and the Armory is not a solution. Commissioner Richards suggested the Board continue the study and get any environmental issues fixed.

Commissioner Hopkins has talked about the Police Department issues for the past three years and stated our need is to make the decision we have looked at all available options and determine if being for or against.

The Town Administrator advised good points have been brought to the table and this is the beginning of the process. The Town Administrator stated after the meeting on April 8th, we will have more on what the public feels to proceed. The Town Administrator remarked there are a number of serious issues in our police building as policing today is not what it was 10 years ago.

Discussion continued concerning cost, police stations in other municipalities, future hiring of staff, future population of the Town and tax increase.

Commissioner Richards will rely on staff to value engineer this project from construction to public safety.

Public Input Meeting - April 8th - 7:30 p.m.

The Town Administrator distributed information on the public meeting and reviewed the format. The public/stakeholders will be asked to sign-in and have 3-5 minutes depending on the number. This time will be the opportunity for the public to address the Commissioners concerning the police station and staff will remain after the meeting to answer questions.

Bel Air Downtown Alliance Memorandum of Understanding (MOU) - Use of the Bel Air Armory

Commissioner Richards stated there will be no vote tonight and this MOU review is to socialize the agreement for Commissioners to become comfortable. Commissioner Richards advised Mr. Keenan has reviewed the document and some legal/clerical language needs to be looked at.

Commissioner Richards discussed the long term/short term of the Armory and the revenue being brought in. Commissioner Richards stated this MOU has nothing to do with long term opportunities.

Commissioner Richards advised this is a 3 year agreement with the opportunity of doing up to 18 events. The reason for the number of years is because the events need time and to give the Downtown Alliance some runway because the Armory is already booked. The expectation is for the Downtown Alliance to begin planning months in the future and have the MOU to work together.

Commissioner Hopkins feels one year is too short and 3 years too long recommending a 2 year agreement, 12 events with a renewable agreement. Commissioner Richards suggested adding the right to cancel for either party with notice.

Commissioner Chmielewski inquired if there has been any talk about elevating the fees for the Armory. The Town Administrator advised the price is increasing gradually.

The Commissioners decided on a 3 year term with a termination option.

Commissioner Richards advised this is a shared revenue model. The Town donates the cost of the Armory for the 18 events and Downtown Alliance will hire the event planner with the Town to reimburse for our share of labor. There will be no money coming out of pocket and that piece will be better defined by Mr. Keenan. Commissioner Richards advised taking the gross revenue for the events, netting out expenses with a 50/50 split between operator and owner. There will be transparency with the right to audit. Commissioner Richards informed a portion of the 50% goes back into improvements for the Armory with discussion/approval between appropriate staff and the Downtown Alliance.

Chair Burdette inquired about items crossed out on the copy of the MOU. Commissioner Richards stated the 50/50 split is his language and will need clarification.

The Town Administrator stated Mr. Keenan did have some issues with the 50/50 split and reviewed the issues and what it might mean to the Town.

Commissioner Richards is concerned revenue concerns were never discussed with him and reminded the Town has to generate revenue.

Chair Burdette inquired what will the Alliance receive. Commissioner Richards advised the Town is asking Downtown Alliance to be our event planning partner to generate more activity, help with revenue and plan events consistent with arts and entertainment. The Downtown Alliance is excited about the agreement.

Commissioner Chmielewski questioned why a Town employee would have to be on the premises during the Alliance events and thought with the partnership that would not be necessary.

Commissioner Richards requested everyone review the rest of the document for other concerns. Commissioner Richards will meet with Mr. Keenan and the Town Administrator bringing the outcome back to the Commissioners.

LIAISON REPORTS:

Commissioner Richards is retiring from his current job and accepted a position with another company. He will be involved in training and not readily available for meetings during that time.

Commissioner Einhorn informed Abor Day at the Farmers Market is April 13th.

Commissioner Einhorn reminded the Irish Chorale and Susquehanna Symphony events were the same night and advised plans are being made to move the Irish Chorale to another week.

Dr. Mack, Principal of Bel Air Elementary, is being promoted by the Harford County Board of Education and Commissioner Einhorn would like to recognize her during a Town Board meeting. Commissioner Einhorn also informed about the Elementary School Patriot Program and recommended honoring the 5th grade students who completed the program and teachers involved.

Commissioner Hopkins advised that would include over 100 students and does not feel that is a possibility. The decision was made for Commissioner Einhorn to contact Dr. Mack to see about her availability.

Commissioner Hopkins asked the Commissioners to do something about the Police Department and feels the dialogue needs to remain open.

Commissioner Hopkins informed Black Eyed Suzie's will come before Historic Preservation on Thursday for a sign and several other improvements.

CLOSED SESSION:

At 8:25 p.m. Commissioner Richards moved and Commissioner Einhorn seconded the motion to go into Closed Session to discuss appointments to the Elderly and Needy Citizens Committee, Economic and Community Development Commission and the Board of Ethics.

The meeting reopened at 8:28 p.m.

ADJOURNMENT:

With no further comments, the meeting was adjourned at 8:28 p.m.

Approved: April 1, 2019

Signature on file

Susan U. Burdette, Chair
Board of Town Commissioners

Signature on file

Michael L. Krantz, Town Clerk