

BOARD OF TOWN COMMISSIONERS

WORK SESSION

August 13, 2019 - 5:15 P.M.

PRESENT: Commissioner Susan U. Burdette, Chair
Commissioner Amy G. Chmielewski
Commissioner Philip L. Einhorn
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
Angela Robertson, Economic Development Coordinator
Kevin Small, Director of Planning

ABSENT: Commissioner Brendan P. Hopkins
Trish Heidenreich, Director of Economic Development

OTHERS: Joan Suitt, Recording Secretary

ABSENT: Aegis Representative

APPROVAL OF AGENDA:

The Town Administrator requested additions/changes to the agenda.

Commissioner Richards inquired if the detailed design of Option 2 for the Police Station will be discussed.

The Director of Planning advised what was approved at the last Town Board meeting did not commit the Town with any option. The next step for Crabtree and Rohrbaugh to prepare a detailed design is a decision on an option. Crabtree and Rohrbaugh will then provide the cost for Commissioners to accept or not accept.

Commissioner Richards asked for a time frame on the detailed design. The Director of Planning stated six months. Commissioner Richards would like some mechanism in place for the Town to keep abreast of any property that may come on the market during that time as cost of the project could then be less than Option 2.

The Town Administrator commented the Town will proceed with Option 2 design.

The Director of Finance informed an RFP will not be needed for the Town to move forward. The Director of Planning recommended getting comparisons from other companies who submitted bids.

Commissioner Richards recommended discussing how to build a mechanism to understand what the market opportunities are simultaneous with our design during the next Work Session.

The agenda was approved.

TOWN ADMINISTRATOR:

The Town Administrator advised a spreadsheet of grant monies retained or in the works has been placed in the Commissioners' mailboxes to see the accomplishments of our Grant Coordinator Patti Sterling.

The Town Administrator informed Paul Koermer, Director of the Susquehanna Symphony Orchestra, is stepping down and was disappointed in not seeing elected officials attend the concerts. Future concert dates:

- October 19, 2019
- December 7, 2019
- March 14, 2020
- May 9, 2020

Commissioner Einhorn commented that he attended most of the concerts.

AGENDA FOR TOWN MEETING (Monday, August 19, 2019)

Public Hearing:

Ordinance No. 791-19 - Amendments to Communications Tower/Platform

The Director of Administration advised the Public Hearing for Ordinance No. 791-19 Amendments to Communications Tower/Platforms will come before the Commissioners.

Two of the Commissioners are unable to attend the August 19th meeting. The decision was made to go forward with the Public Hearing on the 19th and continue the hearing September 3, 2019. This change will be advertised.

The Director of Planning reminded the amendment is about changing the code and the applicant will be required to come before the Board of Appeals to address approximately 15 items.

New Business:Sidewalk Trip Hazzard Removal Contract

The Director of Public Works reviewed the contract for Sidewalk Trip Hazzard Removal for \$40,995.00 that is in the budget. The sections are located on Williams Street, Archer Street, Catherine Street, Reed Street, Atwood Road, Kelly Avenue, Thomas Street, George Street and Bolton Street.

Condominium Trash Removal Contract

The Director of Planning informed the Condominium Trash Removal contract will piggyback on Harford County Government contract and renew for two additional years.

Stream Bank Restoration Contract

The Director of Planning reported the Stream Bank Restoration contract will piggyback on Harford County Public Schools contract. Grant money of \$641,838.00 will restore 1,935 linear feet of the stream.

The Director of Planning reviewed the past phases of the restoration.

Vehicle Fuel Memorandum of Understanding, Harford County Government

The Chief of Police reviewed the Vehicle Fuel MOU between Harford County Government and the Town of Bel Air. The MOU was approved by the Town and County attorneys.

STAFFING:

The Director of Administration reported:

- Laborer began employment on Monday
- Laborer position will be advertised
- Dispatcher position vacant
- Parking Enforcement position - received applications
- Police Officer - review process on-going

CALENDAR:

The Director of Administration distributed the August, September and October, 2019 calendar. There were no changes.

MISCELLANEOUS :

Development Regulations Amendments Review/Discussion

The Director of Planning advised the Planning Commission will review the Development Regulations during their meeting on August 15th and make recommendations to the Town Commissioners. The recommendations will be received at the September 3rd Town meeting and a Public Hearing held September 16th.

The Director of Planning advised the proposed amendments were placed in the Commissioners' mailbox. The following amendments were reviewed:

- Group Homes - large and small separated; small treated as single family and large treated as multi-family. No other changes are being made.
- Side/Rear Yard Setbacks - 10' for one story, 15' for two story, 20' for three story.
- School Growth Capacity Change - if any abutting school attendance area is under capacity the development remains open.
- B-2 Off Site Parking - word change from adjacent to abutting. Added B-2A under Comprehensive Sign Plan.
- Accessory Parking - will clarify for the B district.
- Performance Standards:
 - Loading/Unloading regulations - clean-up of wording and corrects an omission from 2018 regarding times.
 - Tavern Standards within 300' of schools - added microbrewery, winery and distillery.
 - Group Homes - several changes to standards for large and small homes.
 - Multi-Family Housing - change to a Special Development requirement.
 - Shopping Center Parking - language added that requires developers to present a parking plan.
 - Communication Towers - provides reference to a new Ordinance in Chapter 465.
 - Outdoor Dining/Bar - simplifies regulations on amplified music, public address, live entertainment, recreational games and to adhere to Chapter 345.

Commissioner Chmielewski recommends adding times to begin.

The Director of Planning requested the Commissioners think about adding Vape Lounges to Smoking Lounges.

The Director of Planning informed the third Johnson Control Report was submitted and is good news.

Amendments to Town Code Chapter 37 Elections

The Director of Administration advised the amendments will be presented at the next Work Session.

The Director of Administration notified of seven candidates for Town Commissioner have been received.

Comments:

Commissioner Einhorn acknowledged the help from the Chief of Police in sending a letter to his neighbor.

Commissioner Einhorn advised July 21st was a hot day for the park concert and the location was changed to Bel Air High School. Commissioner Einhorn saw people walking out before the show started due to no air conditioning. The band, Fast Eddie and the Slow Pokes, played through the heat and Commissioner Einhorn would like the Town to send a letter thanking them for going the extra mile.

The Director of Administration advised volunteers coordinated moving the event and the air conditioning at the high school is controlled by a computer system at the Board of Education building. Contacts were made and for some unknown reason the situation was not resolved.

LIAISON REPORTS:

Commissioner Richards requested revisiting the MOU with the Downtown Alliance.

Commissioner Chmielewski informed the "Roll Out the Barrel" event at the Armory on August 3rd was a success with several people complimenting the Armory and asking about renting. Commissioner Chmielewski suggested having cards available at the venues giving information on the Armory.

ADJOURNMENT:

With no further comments, the meeting was adjourned at 6:40 p.m.

Approved: August 19, 2019

Signature on file
Susan U. Burdette, Chair
Board of Town Commissioners

Signature on file
Michael L. Krantz, Town Clerk