

1 **TOWN OF EASTON, MARYLAND**
2 **Easton Town Hall**
3 **14 S. Harrison Street**

4 April 22, 2010

5
6 **PRESENT AT CONVENING**

7
8 Mayor Robert C. Willey
9 Councilmember Kelley K. Malone
10 Councilmember Leonard E. Wendowski
11 Councilmember Megan M. Cook
12 Council President John F. Ford

13
14 Mr. Leshar was excused.

15
16 **IN ATTENDANCE**

17
18 Also in attendance were the Town Manager Mr. Karge, and Town Clerk Mrs. Ruf.

19
20 **CONVENING**

21
22 President Ford called the meeting to order at 6:30 p.m.

23
24 **Superintendent of Public Works Michael Dickerson and Assistant to the Town Engineer Brian Hause.**

25
26
27 Mr. Dickerson discussed the proposed Capital Budget and stated that they are asking for a new salt
28 bldg and new 800 megahertz radios.

29
30 President Ford asked why the Department would need 40 radios. Mr. Dickerson stated that the radios
31 are for 32 vehicles and a few spares with an additional 3 handhelds. He stated that the radios are to be
32 mounted in vehicles and mobile equipment such as backhoes. These are the radios the 911 Center
33 operates with. They will be digital instead of analog.

34
35 Included in equipment, there is \$3035 for a new mower which they replace every other year due to
36 wear and tear.

37
38 Mr. Hause stated that the budget includes \$10,000 for trees.

39
40 If they go to recycling, the Town may go to once a week pick up. Mr. Hause stated that they are
41 waiting to see what Talbot County does regarding what the County may decide about making the
42 current landfill a transfer station. He stated that the current landfill closes December 31.

43
44 Mayor Willey discussed the cost per household for recycling; partly for the transfer to the station.

45
46 Discussion occurred regarding recycling.

47
48 Mr. Dickerson talked about new vehicles/equipment requested in the proposed budget.

49
50 Mr. Dickerson stated that also included in the Capital projects is a paving area near fuel depot at the
51 new public works facility.

52
53 Mr. Dickerson discussed curb, gutter and sidewalk rebuild (Marlboro Road) as well as handicap ramps.

54
55 On the Operating side of the proposed budget, Mr. Dickerson stated that they have included shop tools,
56 and a Computer Diagnostic machine to analyze vehicles.

57
58 Discussion occurred regarding the feasibility of a transfer station on our own facility.

59
60 Mr. Dickerson discussed the priority of street repaving and sidewalk construction and maintenance and
61 how they identify them.

62
63 The replacement of streetlights utilizing LED lights was discussed including the operating cost savings
64 versus the initial outlay.

65

1 Mr. Wendowski stated that the Public Works Department did a wonderful job during the snow storm.

2
3 Ms. Malone stated that the Public Works is very visible and does a good job.

4
5 Mr. Dickerson exited at 7:35 p.m.

6
7 **Director of Economic Development**

8
9 At 7:36 p.m., Ms. Maureen Scott-Taylor was present to discuss the proposed Economic Development
10 Budget.

11
12 Mayor Willey stated that there will be a new full time hire wearing three hats; affordable housing, part
13 time economic development events coordinator and a grant writer.

14
15 Discussion occurred regarding functions of Main Street.

16
17 Ms. Scott-Taylor discussed the value of volunteers.

18
19 Ms. Malone asked about the budget for promotional items. Ms. Scott-Taylor stated that some of that
20 line item is from the 300th Anniversary.

21
22 President Ford stated that this budget is \$1,600,000 less than last year's budget. Not much to cut out.

23
24 Ms. Scott-Taylor stated that a grant from Community Legacy (\$6,400) was obtained for repointing the
25 11 S. Harrison Street building.

26
27 At 7:57 p.m., Mrs. Scott-Taylor exited the meeting.

28
29 **Fire Department**

30
31 At 8:01 p.m., Ms. Carol Prettyman, Administrator and Mr. Tim Knotts, President were present for the
32 Fire Department's requests.

33
34 Per Mrs. Prettyman, Mr. Ken Bush, Treasurer is out of town. She stated that Mr. Knotts was gracious
35 enough to be present.

36
37 Mr. Knotts stated that unfortunately, the grant they were waiting for was not awarded for the training
38 trailer.

39
40 They stated that it is appreciated to keep employees and salaries intact.

41
42 Mrs. Prettyman asked what employee training is.

43
44 Mr. Knotts stated that the Department is making more of a conscious effort to control maintenance
45 heating and air costs.

46
47 Mrs. Prettyman stated that they are holding their own; either under budget or right on target.

48
49 Capital project costs were also discussed.

50
51 Mr. Karge discussed the proposed roof repairs and what has been recommended.

52
53 Mr. Knotts stated that the state has failed their furnace as it is covered in asbestos.

54
55 Included in the Fire Department's proposed budget is the repair of the concrete apron which will be
56 repaired by the Public Works Department.

57
58 Mrs. Prettyman thanked the Council for their support.

59
60 Mrs. Prettyman and Mr. Knotts exited the meeting at 8:14 p.m.

61
62 Mayor Willey stated that Planning and Zoning Department had no significant changes.

63
64 Mayor Willey stated that there may be some changes in the capital outlay as there are still six or more
65 streets to be rebuilt.

1
2 President Ford asked Mr. Karge to give a quick tutorial on pages 99-100.

3
4 Mr. Karge discussed OPEB (Other Post Employment Benefits) and GASB 45 requirements.

5
6 Mr. Karge discussed the contingency account, the budget stabilization fund and the representations
7 made to the bond rating agencies which are continued to be fulfilled in this proposed budget.

8
9 Mr. Karge stated that the cost for the blizzards is now at approximately \$275,000 versus \$20,000
10 which was budgeted. Discussion followed regarding potential FEMA/MEMA reimbursement of 75%
11 of eligible expenditures and the potential use of the budget stabilization fund.

12
13 President Ford asked if there were any questions.

14
15 **ADJOURNMENT**

16
17 At 8:24 President Ford adjourned the workshop meeting.

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19
20 _____
21 Kathy M. Ruf, Town Clerk