

**The Mayor and Commissioners  
of the Town of Elkton**

July 19, 2023

The Mayor & Commissioners of the Town of Elkton (the "Board") held a regularly scheduled meeting on this date at 12:00 p.m. The following persons attended the meeting either in person or virtually: Mayor Robert J. Alt; Commissioners Jean A. Broomell, Earl M. Piner, Sr., and Robert M. Massimiano; Town Administrator Lewis H. George, Jr.; Director of Finance Steven H. Repole; Police Lt. David Confer; Director of Planning Jeanne D. Minner; Director of Human Resources Andy Rodriguez; Director of Public Works J. Daniel Handley, P.E.; Director of Building & Zoning Charles A. Bromwell; Assistant Town Administrator L. Michelle Henson and Town Attorney John P. Downs, Esquire. Commissioner Charles H. Givens, Sr. was excused from the meeting.

Mayor Alt called the meeting to order at 12:00 p.m. and lead the participants in the Pledge of Allegiance.

**ACTION:** The minutes of the July 5, 2023 meeting were approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Broomell and approved by all present with no corrections.

**ACTION:** The Financial Report and the bills submitted for payment were approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

**Budget Amendment 2024-01**

Mr. Repole presented Budget Amendment 2024-01 to budget \$19,867 to purchase a Ford F550 Pickup truck or the Department of Public Works in order to replace a vehicle that was involved in a collision. The total purchase price of the new vehicle is \$127,350.00, less insurance payment of \$99,833.00, less Dealer discount of \$7,650.00, which equals \$19,867.00, the amount of the requested Budget Amendment.

**ACTION:** Budget Amendment 2024-01 was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Piner and approved by all present.

Mayor Alt questioned if the \$19,867.00 would be funded from the Town's American Rescue Plan Act (ARPA) funds. Mr. Repole answered in the affirmative.

Mayor Alt questioned if new vehicles had Bluetooth capability in order for employees to operate vehicles without handling their phones. Mr. Handley answered in the positive.

**Service Awards**

Mr. Rodriguez presented service awards to the following employees:

Elkton Police Department

Officer Kevin Forster - 15 years of service

Sgt. Candace Pirritano - 15 years of service

Records Clerk Cierra Gonzales - 5 years of service

Finance Department

Finance Director Steven H. Repole - 15 years of service

Water Technician Clifford Houston - 5 years of service

Department of Public Works

Administrative Assistant Tracy Goudy - 15 years of service

**Employee of the Quarter - 2nd Quarter 2023**

Mr. Handley presented the Employee of the Quarter to Department of Public Works Mr. Walter Scott member of the Water Crew Maintenance team.

**Presentation - Downtown Cameras**

Mr. Carmen Simonelli - Emergency Response Protocol

Mr. Simonelli, representing Emergency Response Protocol (ERP) joined the meeting virtually. He stated the purpose of his appearance was to provide an updated review regarding placement of surveillance cameras and electrical requirements in the downtown area.

Mr. Simonelli provided a Power Point presentation of the planned installation. A copy of the presentation was placed in the record of the minutes.

Mayor Alt, referring to a grant that was applied for and awarded to the Elkton Alliance for the cameras, questioned if installation of power supply was part of the grant. Mr. Simonelli answered in the negative, stating the Town is responsible for installation of required power supply.

Mayor Alt asked Mr. Handley to initiate the process of supplying power sources for the camera installation.

Mr. Handley, noting the planned installation of a camera at Town Hall, expressed concerns that the process would require penetration of the roof.

Discussion ensued regarding installation of a camera at Town Hall, and continued regarding installation of cameras at the Armory, which is under an easement with the Maryland Historic Trust.

Discussion ensued regarding future expansion of the camera system.

Commissioner Massimiano questioned if the camera installation included surge protectors. Mr. Simonelli answered in the affirmative.

### **Town Administrator's Report**

Mr. George, referring to the previously scheduled presentation of Resolution R10-2023, Southfields Rate of Method and Apportionment (RMA) Supplemental Resolution, stated the presentation has been rescheduled to the August 2<sup>nd</sup> meeting.

Mr. George stated that he distributed a worksheet for the Board's review regarding requirements to support potential increased annual funding to Singerly Fire Department (Singerly). He added that a Resolution is required in order to amend the Town Charter to provide for changes in funding for Singerly. Mayor Alt asked Mr. George to include discussion of the Resolution on his agenda for the August 2<sup>nd</sup> meeting.

### **Mayor Alt's Report**

Mayor Alt stated he and Commissioner Broomell attended a ribbon cutting event at the Northrop Grumman Center for Hypersonics Excellence. He expressed his appreciation to residents of our community whose work and creativity provide for the defense of our country.

Mayor Alt stated he recently attended the grand opening of the Elkton Music Hall, adding that it is a great venue.

Mayor Alt reiterated his statement that Town employees should utilize all safety equipment and procedures, including Bluetooth capability when operating Town vehicles.

### **Commissioner Piner's Report**

Commissioner Piner stated Basketball Camp was a success again this year.

### **Commissioner Massimiano's Report**

Commissioner Massimiano echoed Mayor Alt's comments regarding the Elkton Music Hall.

### **Public Comment**

Ms. Pat Opal stated she will volunteer at the annual National Night Out event on August 1, 2023.

Ms. Alicia Calhoun, Elkton Alliance Executive Director, expressed appreciation to the Board for installation of surveillance cameras in the downtown.

Ms. Calhoun introduced Ms. Adrienne Parker, Elkton Alliance Executive Administrator to the Board. Ms. Parker stated her goal of community service.

Commissioner Broomell, referring to a previous feasibility study regarding the former Town Hall building, questioned the status of the study. Ms. Minner stated light demolition of the building interior is required, adding that limited Strategic Demolition Grant Funds were applied for pursuant to other projects. Ms. Minner stated she will pursue funding in 2024. Mayor Alt asked Mr. Handley to initiate light demolition work in the former Town Hall building.

Mr. Angelo Giafes, PROTECT Coordinator, Governor's Office for Crime Prevention, Youth and Victims Services, thanked DPW for the cleanup at Cow Lane.

Mr. Giafes stated the annual National Night Out Event will be held at Meadow Park on August 1<sup>st</sup>. He stated many exciting activities are planned.

Lt. Confer stated EPD's newest Canine will be introduced at the event.

Lt. Confer stated Det. Jake Brown will conduct EPD's Junior Police Academy, which will run from the end of July into early August.

Ms. Barbara Riser, resident of North Street, requested an update for installation of a fence between the NCC and the rear of North Street properties, including her own. Mr. George stated DPW installed approximately 150 feet of fence to negate costs. Commissioner Piner requested installation of the entire length of fence. The Board concurred with Commissioner Piner's request.

### **Motion for Closed Meeting**

**ACTION:** Pursuant to State Government Statutory Authority to Close Session, General Provisions Article, §3-305(b) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; and (7) To consult with counsel to obtain legal advice on a legal matter; Commissioner Piner made a motion for a Closed Meeting. The motion was seconded by Commissioner Massimiano and approved by all present.

Mayor Alt announced that the Public Meeting will not reconvene.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 12:49 p.m.

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L. Michelle Henson  
Assistant Town Administrator

A VIDEO RECORDING OF THIS MEETING RETAINED AT THE ADMINISTRATION  
OFFICE

Note: The minutes of regularly scheduled public meetings conducted by the Mayor and Commissioners of the Town of Elkton, following their approval, are posted at [www.elkton.org](http://www.elkton.org).

Mayor & Commissioners Meeting Minutes  
July 19, 2023

The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921.