

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

September 6, 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: Commissioners Jean A. Broomell; Charles H. Givens, Sr.; Robert M. Massimiano; and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Director of Finance Steven H. Repole; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Planning Assistant Quinn Krenzel; Director of Human Resources Andy Rodriguez; Director of Public Works J. Daniel Handley, P.E.; Director of Building & Zoning Charles A. Bromwell; and Assistant Town Administrator L. Michelle Henson. Mayor Robert J. Alt and Town Attorney John P. Downs were excused from the meeting.

Notice of Closed Meeting

On Wednesday, August 16, 2023, during a regularly scheduled meeting of the Mayor & Commissioners of the Town of Elkton (the "Board"), a Closed Meeting was requested and approved by all present pursuant to State Government Statutory Authority to Close Session, General Provisions Article, §3-305(b) (7) To consult with counsel to obtain legal advice on a legal matter. Attendance: Mayor Robert J. Alt; Commissioners Jean A. Broomell, Charles H. Givens, Sr., Robert M. Massimiano and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

Commissioner Charles H. Givens, Sr. called the meeting to order and led all those present in the Pledge of Allegiance.

Commissioner Givens announced that Mayor Robert J. Alt would not attend this meeting but will attend the Special Workshop meeting at 6:00 p.m. today.

ACTION: The minutes of the August 16, 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 Massimiano and approved by all present.

Discussion - Elkton Farmers Market Update

Ms. Danielle Carroll, Elkton Alliance Board President

Ms. Alicia Calhoun, Elkton Alliance Executive Director

Mses. Danielle Carroll and Alicia Calhoun, representing the Elkton Alliance, introduced themselves to the Board. Ms. Carroll stated the purpose of their appearance was to discuss the Alliance's plans to revitalize the pavilion that houses the Elkton Farmers Market.

Ms. Calhoun stated the Alliance obtained quotes for maintenance items including painting of the roof, removal of rotted wood, replacement of gutters and updated signage, which she identified as phase I. Ms. Calhoun stated that the first phase of repairs totaled \$24,723, which will be offset by Cecil County Video Lottery Terminal (VLT) grant funding in the amount of \$18,000 and asked the Board to pay the \$6,700 balance.

Discussion ensued regarding recruitment of vendors for the market.

Ms. Calhoun stated phase II will include updated landscaping and upgrades to the parking lot. Ms. Carroll stated the Alliance will pursue grant funding when the next cycle commences, adding that the Alliance will request assistance from the Town for phase II.

Discussion ensued regarding costs associated with and prioritization of items in phase I. Ms. Carroll stated addressing the structural integrity of the pavilion is priority, adding that grant funding will cover all but \$2,300 of this cost.

Commissioner Piner expressed concern regarding ongoing repair and maintenance costs associated with the structure, due to the location's propensity to flooding.

Ms. Minner stated that she will meet with the Alliance to discuss potential grant sources.

Ms. Calhoun stated the annual Fall Fest event, scheduled for September 15th and 16th, is moving forward. Ms. Carroll added that over 100 vendors will participate in the event this year.

Town Administrator's Report

Proclamation P48-2023 Recognizing Recovery Month - September 2023

Mr. George presented Proclamation P48-2023 Recognizing Recovery Month - September 2023 for approval. A copy of Proclamation P48-2023 was read and placed in the record of the minutes.

ACTION: Proclamation P48-2023 Recognizing Recovery Month - September 2023 was approved on a motion made by Commissioner Piner. The motion was seconded by Commissioner Broomell and approved by all present.

Public Comment

Ms. Danielle Carroll, referring to the downtown camera project, requested assistance with an electrical issue associated with the installation. Mr. Handley stated an electrician will address the issue.

Mr. Sam Goldwater reiterated the request of Singerly Fire Company for the Board to increase annual funding to Singerly via increased Real Property Taxes.

Commissioner Broomell, referring to Singerly's request for increased funding as well as overall anticipated increased costs in trash / recycling collection, and water / wastewater treatment, stated her desire to discuss the Town's finances at an upcoming workshop meeting.

Ms. Pat Opal questioned the status of a fire-damaged property on Main Street. Mr. George stated the Town does not own the property and therefore cannot enter the building. Mr. Chip Bromwell, Zoning Director, stated he sent a query to the owners of the building regarding their future plans. He stated he had not yet received a response.

Director of Human Resources Andy Rodriguez introduced Human Resources Specialist Ms. Danielle Pelagatti to the Board.

Hearing no additional business to come before the Board, Commissioner Givens adjourned the meeting at 1:05 p.m.

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