

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

November 1, 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 Charles H. Givens, Sr.; Robert M. Massimiano; and Earl M. Piner, Sr.; Town Administrator Lewis H. George, Jr.; Director of Finance Steven H. Repole; Assistant Finance Director A. Beth Moran; Elkton Police Chief Carolyn Rogers; Planning Assistant Quinn Krenzel; Director of Human Resources Andy Rodriguez; Human Resources Specialist Danielle Pelagatti; Director of Building & Zoning Charles A. Bromwell; Director of Parks & Recreation Mary C. Magaw; Director of Public Works J. Daniel Handley, P.E.; DPW Logistics Coordinator Bryan MacQueen; Assistant Town Administrator L. Michelle Henson; Town Attorney John P. Downs, Esquire. Commissioner Jean A. Broomell was excused from the meeting.

Mayor Alt announced that Commissioner Jean A. Broomell would not be in attendance.

**ACTION:** The minutes of the October 18, 2023 meeting were approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano 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 Givens. The motion was seconded by Commissioner Piner and approved by all present.

Mayor Alt queried a payment to Wickersham, the contractor assigned to the Well House #4 Project. Mr. George stated he authorized release of 75% of contract retainage for Wickersham to pay subcontractors associated with the project.

**Employee of the Quarter Award - 3rd Quarter**

Mr. Rodriguez presented the Employee of the Quarter - 3rd Quarter Award to Ms. Bryn Ditchfield, Finance Clerk.

**Employee Service Awards**

Mr. Rodriguez presented Service Awards to the following employees:

Department of Public Works

Mr. C.J. Buckland - 5 years of Service

Park & Recreation

Ms. Sadie Rhett - 10 years of Service

Ms. Cheyne Hudson - 10 years of Service

Elkton Police Department

Det. Justin Beamer - 20 years of Service

Department of Building & Zoning

Ms. Brie Humphreys - 25 years of Service

**Town Administrator's Report**

**Proclamation P56-2023 Municipal Government Works Month - November 2023**

Mr. George presented Proclamation P56-2023, proclaiming November, 2023 Municipal Government Works Month. A copy of Proclamation P56-2023 was read and placed in the record of the minutes.

**ACTION:** Proclamation P56-2023 Municipal Government Works Month was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Givens and approved by all present.

**Proclamation P57-2023 Small Business Saturday November 25, 2023**

Mr. George presented Proclamation P57-2023 proclaiming November 25, 2023 Small Business Saturday. A copy of Proclamation P57-2023 was read and placed in the record of the minutes.

**ACTION:** Proclamation P57-2023 Small Business Saturday was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Massimiano and approved by all present.

Mr. George advised the Board that improvements to sidewalks at Delaware Avenue had commenced. He added that the Delaware Avenue Bridge Pedestrian walkway project had commenced as well.

**Mayor Alt's Report**

Mayor Alt stated the Maryland 5 Star at Fair Hill was a success.

Mayor Alt commended the Elkton Alliance regarding the Halloween Parade, which he said was one of the best parades to date.

Mayor Alt noted that the trend in "Trunk or Treat" events are resulting in fewer children going door-to-door on Halloween.

Mayor Alt announced that the November 8th workshop and November 15th meeting have been cancelled. He stated the next meeting is scheduled for December 6th at 12:00 p.m.

Mayor Alt stated that a representative of Sen. Ben Cardin's office will visit Town Hall on November 8th at 1:30 p.m. Mayor Alt expressed his desire to connect a trail from Elkton to the existing Ben Cardin trail, located adjacent to the C&D Canal at Chesapeake City.

Mayor Alt recognized Mr. Dominic Fulginiti, representing Republic Services, the Town's recently contracted waste / recycling hauler. Mayor Alt stated the first few days of the new collection routine appear to be successful.

Discussion ensued regarding collection of materials left by the previous hauler. Mr. MacQueen stated that crews from Republic Services assisted DPW staff in collecting leftover materials.

Commissioner Massimiano questioned if trash and recycling were being mixed during collection. Mr. Fulginiti stated he would determine if trash and recycling were not being mixed during collection.

Commissioner Piner expressed frustration that the transition to the new hauler was not smooth, adding that the public did not receive adequate notice of the change in haulers.

Mr. MacQueen provided a synopsis of the transition, a copy of which was placed in the record of the minutes.

Mr. MacQueen stated the new collection process will be reviewed in 90 days to determine if adjustments are needed.

Mayor Alt questioned the status regarding collection of the previous hauler's carts. Mr. MacQueen stated Ms. Tracy Goudy arranged collection by an outside vendor who will recycle the carts.

Commissioner Piner reiterated his request for clarification of public information.

Discussion ensued regarding costs associated with additional carts and subsequent collection at a residence.

Mayor Alt queried Chief Rogers regarding Elkton Police Department (EPD) Officers who are to be recognized at the annual First Responders Appreciation Dinner on Thursday, November 9th. Chief Rogers stated that EPD Officers David, Demond and LaSassa will be recognized during the annual First Responders Appreciation Dinner. Commissioner Massimiano confirmed his attendance at the event.

### **Commissioner Givens' Report**

Commissioner Givens stated he was advised that the Neighborhood Community Center was closed early on Halloween, adding that he does not want the NCC closed early on Halloween in the future.

Commissioner Givens echoed Mayor Alt's comments regarding Trunk or Treat activities, adding that the Halloween Parade was a great event.

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

Commissioner Massimiano asked the Board to consider amending Trick or Treat hours to provide children the opportunity to enjoy Halloween during daylight hours.

Commissioner Massimiano asked the Board to consider amending the annual Halloween Parade to take place during daylight hours.

Commissioner Massimiano, referring to Commissioner Broomell's request to initiate an updated Resident Guide, questioned the status of the project. Ms. Magaw stated the previous guide will be forwarded to Department Managers for review and updates.

Chief Rogers stated she will attend a Cecil County Emergency Services tabletop train derailment exercise in Perryville.

Chief Rogers reported that EPD received a donation of \$1,900 to purchase a safety vest for EPD's K9.

Chief Rogers stated EPD will meet with hotel/motel owners at Town Hall on Friday November 17th to discuss various topics.

Chief Rogers reported that Lt. Confer coordinated a community meeting with residents of a local neighborhood.

Mayor Alt thanked Chief Rogers for her efforts regarding community outreach.

### **Public Comment**

Ms. Alicia Calhoun, Executive Director of the Elkton Alliance, reported that the Town Christmas Tree will be lit during First Friday events on December 1st.

Ms. Calhoun stated an Elkton Police vehicle will be onsite during the event to collect items for local children.

Mr. Robert Muller, Singerly Fire Company 1st Vice President, advised the Board the recent Trunk or Treat at the Fire Company was a success.

Mr. Muller stated Singerly will host an Open House at Station 13 on Newark Avenue on November 11th from 1:00 p.m. - 3:00 p.m.

Mr. Muller stated Singerly will host its Fall Craft Show on November 9th.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 1:00 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). The minutes, in hard copy format, are retained indefinitely by the Town of Elkton, Administration Office, 100 Railroad Avenue, Elkton, Maryland 21921.