

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

December 1, 2021

As part of The Town of Elkton's response to COVID-19, and in order to limit public gatherings during this time, the Mayor and Commissioners of the Town of Elkton (the "Board") conducted a hybrid virtual meeting on this date at 12:00 p.m. The following persons participated in this meeting: 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.; Finance Director Steven H. Repole, CPA; Chief of Police Carolyn Rogers; Director of Planning Jeanne D. Minner; Director of Public Works J. Daniel Handley, P.E.; Director of Parks & Recreation Mary C. Magaw; Human Resources Generalist Kathy Metzler; Human Resources Specialist Renee McCormick; Planning Assistant Nick Cannistraci; Assistant Town Administrator L. Michelle Henson; and Town Attorney John P. Downs, Esquire.

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 November 10, 2021 hybrid virtual 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 or amendments.

**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.

**Introduction - Mr. Andy X. Rodriguez, Human Resources Director**

Ms. Metzler introduced incoming Human Resources Director Mr. Andy X. Rodriguez to the Board. Mr. Rodriguez stated he served as a Director of Human Resources for almost 25 years in long-term care, and appreciated the opportunity to work with the Town of Elkton. He stated his hope to meet the Board's expectations.

Commissioner Givens commended Ms. Metzler's service and thanked her on behalf of the Board. Ms. Metzler thanked Commissioner Givens for his statement, and added that it had been her pleasure to serve the Town of Elkton.

Ms. Metzler stated that she and Ms. McCormick have successfully created an open-door policy in the HR Department and expressed confidence that Mr. Rodriguez will be an asset to the Town.

Mr. George stated that Ms. Metzler has been an enormous asset to the Town, adding that he requested that she remain during Mr. Rodriguez's transition.

Mayor Alt expressed the Board's desire to recruit and hire a more diverse workforce.

Commissioner Givens echoed Mayor Alt's comments, stating the he would meet with Mr. Rodriguez to outline the Board's expectations.

**Discussion - Shop With A Cop Event Route**

Mr. Ed Ginder

Mr. Ed Ginder, representing Cecil County Shop With a Cop, introduced himself to the Board. He stated the purpose of his appearance was to provide an overview of the Shop with a Cop event on December 12, 2021, and to invite the Board to participate.

Mr. Ginder stated the event was not held in 2020 due to the COVID pandemic, adding that the number of participants in 2021 is slightly lower than previous years. He attributed the decline to the ongoing pandemic.

Mr. Ginder stated each of the approximately 75 participants will be paired with an Officer and will travel the route from Singerly Fire at Route 279 through Town to the Walmart store on Route 40. He stated participants will leave Singerly at 8:00 a.m. and will return at approximately 12:00 noon.

Mr. Ginder stated Singerly was unable to accommodate the event on a Saturday, as past events.

Mayor Alt and the Commissioners expressed support for the event.

**Town Administrator's Report**

**Resolution R8-2021 Parking Meter Holiday**

Mr. George presented Resolution R8-2021 Parking Meter Holiday for approval. He stated Resolution R8-2021 provides for suspension of parking meters from December 1, 2021 through January 2, 2022. A copy of Resolution R8-2021 was read and placed in the record of the minutes.

**ACTION:** Resolution R8-2021 Parking Meter Holiday was approved on a motion made by Commissioner Massimiano. The motion was seconded by Commissioner Givens and approved by all present.

**Mayor Alt's Report**

**Reappointments - Board of Supervisors of Elections**

Mayor Alt requested the Board's approval of the following reappointments to the Board of Supervisors of Elections for the term January 1, 2022 - December 31, 2023:

Ms. Margie Blystone

Ms. Sarah Guns

Mr. Dave Massimiano

Ms. Paula Newton  
Ms. Kingsley Shaffer  
Ms. Karen Smith

### **Discussion**

Commissioner Massimiano, noting full disclosure, stated his son, Dave Massimiano will serve as his Treasurer during his upcoming campaign, and queried if this role would present an issue regarding his service as an Election Supervisor. Ms. Henson stated Mr. Massimiano serves as a check-in Supervisor and will not handle any voted ballots, nor will he be involved in the physical vote count when the polls close.

**ACTION:** The request to reappoint the above referenced names to the Board of Supervisors of Elections for the term January 1, 2022 - December 23, 2023 was approved on a motion made by Commissioner Givens. The motion was seconded by Commissioner Broomell and approved by all present.

Mayor Alt stated he recently sent the Board information regarding Tax Increment Financing (TIF). He asked the Board to review the information and provide input, adding that he asked Mr. George to research TIF as well.

Mayor Alt stated the Town is currently experiencing a robust economy, and expressed his goal to create a Capital Improvement Program for future infrastructure needs.

Mayor Alt expressed his desire to address issues such as flood mitigation and long-term funding of Singerly Fire Company.

Discussion ensued regarding the Board's need for information regarding TIF. Mayor Alt requested a consensus to locate an expert on TIF to present information to the Board. It was the consensus of the Board to locate an expert on TIF to present information and guidance to the Board.

Mayor Alt stated Elkton's taxpayers provide \$150,000 to Singerly Fire Company annually.

Discussion ensued regarding options to provide long-term funding for Singerly Fire Company.

Mayor Alt, referring to the funds received via the American Rescue Plan Act (ARPA), asked Mr. George to confirm if a fire truck could be obtained via ARPA funding. Mr. George answered in the negative, stating that a fire truck is considered Capital Equipment, and does not fall within the stated parameters of ARPA approved funding, based upon all guidance he has received to date.

Mr. George stated that ARPA funding was designed specifically for COVID response.

Mayor Alt requested that a representative from the Maryland Municipal League provide an overview of ARPA regulations to the Board.

Mayor Alt stated there are currently 5 registrants for the Town's annual Decorating Contest.

Mayor Alt, referring to a recent homicide in town, stated that Elkton Police are working with State and County law enforcement to find the culprit. Mayor Alt requested a moment of silence for the victim and her family.

Mayor Alt stated the Board will thank Town Board and Committee members on Sunday, December 5th at the Neighborhood Community Center.

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

Commissioner Piner stated the Elkton Alliance had applied for a grant to upgrade the downtown audio system.

Commissioner Piner requested posting of signage reminding dog owners to clean up after their animals.

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

Commissioner Massimiano stated the Town's Christmas tree lighting ceremony was scheduled for Friday, December 3rd at Main and North Streets.

Commissioner Massimiano stated Sheiglah's Pantry is seeking food donations.

Commissioner Massimiano requested assistance in locating space that local musicians can utilize for practice sessions.

### **Commissioner Broomell's Report**

Commissioner Broomell stated she was unable to attend the Christmas tree lighting ceremony due to a prior commitment, and questioned if the Board will be represented. Commissioner Piner stated he will attend the ceremony.

Commissioner Broomell expressed support for implementation of a Capital Improvement Program as requested by Mayor Alt.

Commissioner Broomell requested the initiation of a Flood Mitigation Committee.

### **Commissioner Givens' Report**

Commissioner Givens expressed condolences to those affected by the recent homicide.

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Commissioner Givens requested an update regarding the Town's planned acquisition of blighted property at 213 High Street. Mr. Downs stated the property consists of (2) parcels that have been combined into (1), and once the process of recordation is complete the Town can move forward with the acquisition.

Commissioner Givens questioned if the Town will continue to conduct hybrid meetings via Zoom. Mr. George answered in the affirmative.

Hearing no additional business to come before the Board, Mayor Alt adjourned the meeting at 12:56 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.