

**BOARD OF TOWN COMMISSIONERS**

**WORK SESSION**

**November 14, 2017 - 5:15 P.M.**

**PRESENT:** Commissioner Susan U. Burdette, Chair  
Commissioner Philip L. Einhorn  
Commissioner Brendan P. Hopkins  
Commissioner Robert M. Preston  
Commissioner Patrick T. Richards - via telephone  
Rachel Deaner, Deputy Director of Finance  
Trish Heidenreich, Director of Economic Development  
Steve Kline, Director of Public Works  
Michael L. Krantz, Director of Administration  
Charles Moore, Chief of Police  
Kevin L. Small, Director of Planning

**ABSENT:** L. Jesse Bane, Town Administrator  
Lisa Moody, Director of Finance

**OTHERS:** Amy Chmielewski, Commissioner Elect  
Joan Suitt, Recording Secretary

**ABSENT:** Aegis Representative

The Director of Administration welcomed Amy Chmielewski to the meeting.

**APPROVAL OF AGENDA**

The Director of Administration reviewed the agenda for the meeting.

Additions to Miscellaneous:

- Chair Burdette - MDOT Report and Christmas Parade Cars
- Commissioner Hopkins - Recycling/Refuse Pick-up

The present members of the Bel Air Board of Town Commissioners approved the agenda with the additions.

**TOWN ADMINISTRATOR:**

The Director of Administration reported the following:

Communication Tower

Request has been received for a communication tower to be placed on the Department of Public Works property.

The Director of Planning informed discussions are continuing and the Special Development request will first go before the Planning Commission.

Community of Carsins Run Ava Mar

The attorney for the retirement community Carsins Run at Ava Mar has requested help from the Town in obtaining money. The Director of Administration explained it would be a Conduit Debt scenario where the Town does not assume any liability but enables this community to utilize our ability as a Town in obtaining tax exempt debt. The Director of Administration advised that the Town has done this in the past and more information will be presented to the Town Commissioners in the near future.

Commissioner Einhorn shared the community is not organized/finished yet and he is concerned about not knowing if it would be completed.

Yellow House - Rockfield Property

The Rockfield Foundation Board of Directors has a proposal for use of this building (former Harford Artists' cottage) and will come before the Town Commissioners to review it in the near future.

**AGENDA FOR TOWN MEETING (Monday, November 20, 2017)**

Presentations:

Recognition for Outgoing/Retiring Commissioner Preston

The Director of Administration informed the Commissioners that several officials have expressed interest to recognize Outgoing Commissioner Preston for his many years of service.

Afterwards Outgoing Commissioner Preston will give a farewell address.

Swearing in Ceremony of Commissioners Elect

The Director of Administration advised James Riley, Harford County Clerk of the Court will perform the swearing-in ceremony.

Election of Chair and Vice Chair

The Director of Administration notified the Commissioners will elect the Chair and Vice Chair at this meeting.

The Town Commissioners discussed candidates for the positions.

**New Business:**

Commissioner Liaison Assignments

The Director of Administration reviewed the Liaison assignments for the past year and inquired if the Commissioners were interested in continuing with the same positions. The decision was made that the Commissioners would continue the assignments and Commissioner Elect Amy Chmielewski will assume the responsibilities of Commissioner Preston.

Approval of Road Salt Purchase

The Director of Public Works advised the road salt contract will piggyback on Harford County Government seeing a savings this year. The Director of Public Works notified \$35,000 was budgeted.

Approval of Bid #18012 - On Call Tree Removal and Trimming

The Director of Public Works stated, with help from Jeff LaPorta, Procurement Officer, a bid was sent out and Harford Tree Experts and Landscaping was the low bid for \$14,935.

Appointment to Cultural Arts Commission

The Director of Administration informed the appointment will be discussed under Closed Session.

**STAFFING UPDATE:**

The Director of Administration advised interviews for the Dispatcher position have been completed and the Laborer position has been filled.

**CALENDAR:**

The Director of Administration distributed the November and December calendar and asked for additions/corrections.

The Director of Planning advised the Board of Appeals meeting for November has been cancelled.

Commissioner Hopkins stated the November meeting of the Historic Preservation Commission has also been cancelled.

**MISCELLANEOUS:**

Commissioner's Report

The Deputy Director of Finance distributed and reviewed the Commissioner's Report.

## Maryland Department of Transportation Meeting

Chair Burdette attended the annual Maryland Department of Transportation meeting with the County and Legislators. Chair Burdette advised the MML President informed when going to this meeting be prepared to talk about Highway User Revenues. Only a select group were called to speak and County Executive Glassman covered the subject for the County and Municipalities.

Also discussed were the smart signal at Rt. 1 near the Mall and the signal problem at Bond and Rt. 1.

Chief Moore investigated the request for officers to remotely change a traffic light for emergencies. Chief Moore advised the Philadelphia Police will have 10 cars with this ability but found out more information talking with our local Fire Department.

The product Opticom, an infrared devise, is only being used by Jarrettsville and Whiteford Fire Department. It is activated from the emergency vehicle and the cost is \$1,000 per vehicle and another cost for the traffic signal. Chief Moore stated when the devise is used there is a delay in activating the signal to change that can cause problems. The Bel Air Volunteer Fire Department informed when coming to a traffic signal their emergency equipment is on and most times the light has already cleared.

Chief Moore advised Bel Air Fire Department does use a manual device from the Fire House for vehicles to exit.

Commissioner Hopkins understands the concept and inquired if the Police are having any problems getting through traffic. Chief Moore advised they are not.

Chief Moore feels this is good technology but in Town, roads and intersections are tight, and this may instead cause some unnecessary traffic disruptions. Chief Moore feels this works better in less congested areas. Commissioner Hopkins agreed with Chief Moore.

The Director of Planning advised if/when new development results in new or greater traffic congestion, an opportunity to subsidize this technology may present itself.

Commissioner Einhorn thanked Chief Moore for the information.

## Christmas Parade Cars

Chair Burdette recommended the Commissioners ride in cars for the Christmas Parade. The Director of Economic Development informed of the upcoming Christmas Parade meeting and will notify the committee.

## Recycling/Refuse Pick-Up

Commissioner Hopkins was concerned with the misunderstanding of the modified recycling/leaf pick-up due to the holiday last week. It was recommended to use the following for a solution:

- Social Media - Facebook
- Connect CTY non-emergency call
- Recycle App (future solution)
- Homepage Website Spotlight Link to schedule and/or message
- Website News Flash Article

## **LIAISON REPORTS:**

Commissioner Hopkins reported the Historic Preservation Commission approved the request of Jillian Lader.

Commissioner Hopkins and Chief Moore met with Bel Air Elementary regarding parking concerns. Commissioner Hopkins advised the school lost several parking spots on property plus on the street and want to work with businesses in the area and be a good neighbor. Commissioner Hopkins stated it was a productive meeting and the following solutions were developed:

### Short Term Solutions

- Owner of Bel Air Academy will allow Bel Air Elementary to use the property until the project begins. A phone call and letter for signature will be sent to parents using the property stating no one is liable.
- When using chaperons for an entire day, a one-day temporary parking permit in the garage will be offered.

### Long Term

- The Board of Education needs to take action regarding parking.
- Commissioner Hopkins showed the school where extra parking spaces were possible.

Chief Moore further explained Bel Air Elementary would like to expand hours of parking on the street from 9:30 a.m. to 3:00 p.m. for people who stay at school longer than 2 hours.

Commissioner Hopkins advised Bel Air Elementary appreciated the outcome of the meeting.

Commissioner Einhorn inquired about the timeframe for the sculpture being moved to Pennsylvania Avenue. The Director of Public Works advised the foundation needs to be put down and Cultural Arts Commission will have to select the actual location. The Director of Public Works will attend the Cultural Arts meeting Wednesday to work out a plan. The Cultural Arts Commission will decide on the plaque for the sculpture and the Town will supply it. The Director of Public Works advised the foundation will be placed by the end of the week.

**CLOSED SESSION:**

At 6:35 p.m. Commissioner Hopkins moved and Commissioner Einhorn seconded the motion to go into Closed Session to discuss an appointment to the Cultural Arts Commission.

Ayes: Commissioners Einhorn, Hopkins, Preston, Richards and Burdette

Nays: None

The motion carried.

At 6:37 p.m. the meeting returned to the open Work Session.

**OTHER**

Chief Moore thanked the Director of Public Works for installing the Drug Take-Back Box located in front of the Bel Air Police Department.

**ADJOURNMENT:**

With no further comments, the meeting was adjourned at 6:38 p.m.

Approved: November 20, 2017

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Signature on File  
Susan U. Burdette, Chair  
Board of Town Commissioners

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Signature on File  
Michael L. Krantz, Town Clerk