

BOARD OF TOWN COMMISSIONERS

WORK SESSION

August 31, 2021 5:15 P.M.

PRESENT: Commissioner Amy G. Chmielewski, Chair
Commissioner Kevin M. Bianca
Commissioner Erin S. Hughes
Commissioner Donna L. Kahoe
Commissioner Patrick T. Richards
L. Jesse Bane, Town Administrator
Trish Heidenreich, Director of Economic Development
Stephen Kline, Director of Public Works
Michael Krantz, Director of Administration
Lisa Moody, Director of Finance
Charles Moore, Chief of Police
Patti Parker, Community & Public Relations Manager
Kevin Small, Director of Planning

OTHERS: Joan Suitt, Recording Secretary

APPROVAL OF AGENDA:

The Agenda was approved with the following additions:

Town Administrator Report -

- Wreaths Across America
- Elective Officials meeting September 29th

Miscellaneous -

- Possible weather conditions with the remnants of Hurricane Ida
- Signs on Main Street

TOWN ADMINISTRATOR'S REPORT:

The Town Administrator advised the Director of Planning will report on the status of the Town Hall/Police addition during future meetings. The project is moving as scheduled with no timeline changes.

9/11 20th Anniversary

The Town Administrator informed the Bel Air Volunteer Fire Company (BAVFC) is planning to recognize the 20th Anniversary of 9/11.

The Community and Public Relations Manager advised BAVFC has requested closure of an intersection for the recognition and asked the Town to partner with their officers.

The Chief of Police notified request for street closure is Hickory Avenue between Courtland and Churchville Road from 9:30 - 10:30 a.m. on Saturday, September 11. This time is low volume for traffic and the Chief does not anticipate any problems.

The Chief advised the police will attend an event at Mission BBQ in Perry Hall for a 9/11 event.

The Town's Motor Officers participated in America's 9/11 Tribute Ride stopping at the Flight 93 crash in Shanksville, Pa., the US Pentagon, and World Trade Center in New York.

The Town Administrator reported Wreaths Across America is coming to Bel Air. The Daughters of the American Revolution will hold an event at the Harford Mall on Wednesday, November 10th and the placing of the wreaths at Bel Air Memorial Gardens is the 3rd Saturday in December.

The Town Administrator advised the meeting for elected officials from the three Municipalities and Harford County is scheduled September 29th, 6:00 p.m. at the Armory. It is sponsored by the Harford County Council for discussions on concerns/interests. Doors open at 5:15 p.m. with finger food provided.

TENATIVE AGENDA FOR TOWN MEETING (September 7, 2021 at 7:30 p.m.)

New Business:

Street Resurfacing and Handicap Ramps Construction Contract

The Director of Public Works reviewed the annual street resurfacing, curb/gutter and handicap ramps contract. The contract will not exceed \$431,580.00 and has been budgeted.

Petition for Zoning Reclassification of 43 E. Broadway

The Director of Planning notified the Town was contacted by Klein's ShopRite to expand the back portion of the Bel Air store and create another location for the loading dock. The Klein family owns homes adjacent to the store and the property will have to be rezoned. The request will be reviewed by the Planning Commission and then come back before the Commissioners.

During the Town Board meeting, the Commissioners will vote for approval to send the petition to the Planning Commission for recommendations.

Commissioner Richards inquired if neighbors will be notified. The Director of Planning stated that will be done. Properties for the Comprehensive rezoning are only posted. The application process for the Comprehensive rezoning will begin mid-January.

STAFFING UPDATE:

The Director of Administration informed:

- Laborers (2 positions) - candidates being processed.
- Deputy Chief of Police - pending interviews.
- Administrative Secretary for Police Department - pending interviews.
- Construction Worker & Equipment Worker - no candidates. May have to hire and train within.

Commissioner Richards asked if the vacancies had any impact on DPW. The Director of Public Works stated he is currently managing.

CALENDAR:

The September/October/November calendars were distributed.

Additions:

9/18 - Bel Air Volunteer Fire Company awards.

9/25 - Jabz Boxing grand opening.

MISCELLANEOUS:

Town Hall/Police Department Expansion Construction Update

The Director of Planning informed the construction drawings were issued and the pre-bid meeting was last Wednesday. Attending were 25 people with at least 6 general contractors. The addendum should be sent out this week and everything is due the 27th. The Director of Planning believes there will be a material problem.

Comprehensive Plan Update

The Director of Planning displayed sketch boards and will send out a PDF to the Commissioners. The boards show priorities and the following were reviewed:

- Park in North area of Town
- Parking for Commuter Transit
- Connection of East and West MacPhail (right-of-way only)

The Director of Planning advised Harford County and Bel Air Volunteer Fire Company are in support of the connection. The connection will cut response time to the hospital.

- Improvements to Thomas Street
- Improvements at Rt. 1 and Rt. 24
- Pairing up Churchville Road coming through Town. Will eliminate the southbound section and benefit crossing Rt. 1. This is on the Consolidated Transportation Plan for State Highway improvements. Also, on the CTP list is creating two lefts and two receiving lanes at Bel Air Bypass.

The Director of Planning requested the Commissioners review the PDF and send emails with concerns or additions.

The Commissioners further discussed the plans for rebuilding Homestead/Wakefield Elementary and the effects of connecting MacPhail.

The Director of Planning informed the 2020 Census shows the Town population increased by 541 from 2010 numbers.

Parking Legislation - Roland Avenue, Lester Way and Town Parking Lots

The Director of Planning discussed restriction/change to parking on:

- Roland Avenue - the Town received several complaints concerning parking on both sides of road and cars have to wait before passing. We are looking to restrict parking on west side of Roland. Planning Department will reach out to the apartment complex that provides no parking for their residents. Other neighbors will also be notified.

Commissioner Richards asked if signs would be placed at the restriction area. The Director of Planning confirmed.

- Lester Way - is currently not legislated but there are signs saying no parking on both sides. A developer is looking at a property for development. The Planning Department will reach out to neighbors.

The Director of Public Works is proposing no parking for 77' at the intersection of McCormick and Harlan. The DPW trash trucks/snowplows are having a hard time coming out of McCormick due to parking on both sides. Neighbors will be contacted.

Commissioner Richards inquired when will these restrictions come before the Board. The Director of Planning advised contacts with neighbors have to be completed first.

The Director of Planning informed all the parking lots in Town and the garage have permit parking but are not listed in the legislation. This will come before the Commissioners for housekeeping purposes.

Proposed Amendments to Town Code Chapter 272 Itinerant Dealers, Peddlers, and Solicitors RE: § 272-3 Exemptions

The Director of Administration distributed the draft of amendments to Town Code Chapter 272 specifically for Food Trucks.

- When operating on private property it will be authorized without a Town of Bel Air license and written permission by private property owner is required.

The Director of Administration stated the additional license from the Town has placed a burden on the food truck operator.

Chair Chmielewski inquired about Town sponsored events. The Director of Administration advised these events are already on the exemption.

Commissioner Hughes recommends not listing the specific foods and replace the wording with food and beverages.

Commissioner Bianca asked if the property owner needs to submit anything to the Town and if the Town is clear on liability. The Director of Administration advised nothing has to be submitted to the Town and the food truck owner and property owner would be held liable. Further suggestion was the signing of a waiver for liability purposes.

The Director of Administration reviewed the blue areas identifying private properties. The Director of Planning has concern with the Harford Mall possibly having a permanent peddler. The Director of Planning also recommends language for safety/welfare issues.

Discussion will continue and the Director of Administration will include the added recommendations. The amendment will come before the Commissioners at the September 20th meeting.

The Director of Public Works advised the upgrade on the playground at Rockfield will begin November 1st.

Weather conditions with the remnants of Hurricane Ida

The Director of Public Works informed Sgt. Gullion attended a meeting with Rick Ayers at Department of Emergency Services. There are concerns with tornados and to expect 2-3 inches of rain. The Chief of Police advised the day shift will stay until 7:00 p.m. and night shift is available for on-call. The Director of Public Works will be looking at the situation tomorrow regarding coverage.

Signs on Main Street

The Director of Planning reminded the Town relaxed the signage code for commercial to direct people for pick-up, etc. Currently some signs/banners are irritating people and asked for direction from the Commissioners. The Director of Planning feels businesses have pulled back on the need for temporary signs.

Commissioner Kahoe stated the flowers on Main Street are very attractive and the signs do take away.

The Community and Public Relations Manager suggested creating a document to be distributed to all restaurants/businesses that the prior regulations will be resumed effective October 1st. The Commissioners agreed on the date. The Director of Planning will compose the document.

COMMISSIONERS' REPORT:

Commissioner Kahoe has received complaints about walking difficulty on sidewalks where out-door dining is placed. The Director of Planning will talk with the restaurant owners who are not in compliance.

Commissioner Hughes informed of decisions made by the Historic Preservation:

- approved replacement of siding at VanBibber house
- request for doors/windows, siding, gutter and garage work on Franklin Street home. After investigation, it was found the property owner years ago replaced some siding with concrete fiber board. The request was tabled for the time being.
- approved leaf filters on gutters for a home on Broadway

Commissioner Bianca was pleased larger rocks were placed at Rockfield water garden.

The Director of Planning informed of an upcoming Eagle Scout project to place picnic platforms on the slope at Rockfield.

The Town Administrator advised September is National Recovery Month and a Proclamation will be presented during the September 7th meeting. Chief Moore stated today is International Overdose Awareness Day and social media information has been posted. Chalk the Walk event is September 20th from 3 - 5 p.m. and we will learn how the Police Department is working to reduce the negative impact of substance abuse and untreated mental health disorders. Other partners will be involved. The Chief of Police advised purple lights will be displayed at Town Hall.

The Community & Public Relations Manager encouraged all to attend Clean-up Day, Sunday, September 5th from 9 - 10 a.m.

ADJOURNMENT:

With no further comments, the meeting was adjourned at 6:35 p.m.

Approved: September 7, 2021

Signature on file

Amy G. Chmielewski, Chair
Board of Town Commissioners

Signature on file

Michael L. Krantz, Town Clerk