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2 **TOWN OF EASTON, MARYLAND**
3 **EASTON TOWN HALL**
4 **14 S HARRISON STREET**
5

6 August 5, 2019
7

8 **PRESENT AT CONVENING.**

9 Mayor Robert C. Willey
10 President of the Council John Ford
11 Councilmember Donald M. Abbatiello
12 Councilmember Ron E. Engle
13 Councilmember Megan M. Cook
14

15 Also present was the Town Attorney Mrs. Sharon VanEmburch, and Town Clerk Mrs. Kathy M.
16 Ruf.
17

18 Also in attendance from the Building Code Department were Ms. Susan Filbird, Plan Reviewer Ryan
19 Heckler, and Building Code Official Tom Diem.

20 **6:00 PM WORKSHOP UPDATE W/BUILDING CODE DEPARTMENT.**

21 Mr. Tom Diem, Building Code Official stated that Codes change on a three-year cycle. Our
22 adoptions are aligned with the state adoption and are basically mandated by the State of Maryland.
23 He stated that the Town of Easton has made a few modifications.

24 Mr. Silverstein joined the meeting at 6:08 p.m.

25 Mrs. VanEmburch discussed the modifications by the Code Council then the state which trickled to
26 the local jurisdictions.

27 Mr. Diem stated that building alterations that are more than 50%, are required to pull a permit then
28 the existing structure would have to be brought to Code.

29 Mr. Heckler discussed an open forum with the contractors scheduled for August 29. The public
30 hearing to discuss the Code changes is scheduled for August 19 at 7:15 p.m.

31 Mr. Diem stated that the Building Department is doing a great job with contractors keeping them
32 well informed.

33 Mr. Diem stated that there are a few changes in the Mechanical Code that are relaxing the previous
34 Code somewhat.

35 Mr. Diem explained that Chapter 1 revised on all Codes are drafted to tailor to the Town of Easton's
36 first chapter.

37 Mayor Willey asked if the changes would increase costs for building.

38 Mr. Diem stated that the energy efficient requirements would increase the costs but the Plumbing
39 Code are just housekeeping changes.

40 Mr. Diem stated that some things are being relaxed and some are just brought to state standards.

41 President Ford stated that the public hearing is scheduled for the next meeting. He will introduce the
42 proposed legislation tonight and will leave the public hearing open until the first meeting in
43 September then vote on the proposed legislation at the September 3 meeting which would become
44 effective 20 days after adoption.

45 At 6:50 p.m., President Ford adjourned the workshop.

46 Mr. Diem, Mrs. Filbird and Mr. Heckler departed the workshop.

47 President Ford recessed until 7:00 p.m.

48 **7:00 PM OPENING REMARKS BY MR. SILVERSTEIN AND PLEDGE OF ALLEGIANCE.**

49 At 7:00 p.m., President Ford reconvened and called the meeting to order.

50 Mr. Silverstein gave opening remarks and led those present in the Pledge of Allegiance.

51 **APPROVAL OF MINUTES OF JULY 1, 2019 MEETINGS.**

52 Upon motion by Mr. Engle seconded by Mr. Silverstein and carried unanimously, minutes of the July
53 1, 2019 meetings were approved.

54 President Ford stated that a work session had been held prior to this regular meeting to discuss
55 Building Code changes. The Public Hearing for those changes is scheduled for August 19, 2019.

56 **MR. JIM BENT, CHAIRMAN; EASTON HOUSING AUTHORITY TO DISCUSS**
57 **AFFORDABLE HOUSING RENOVATION PROGRAM.**

58 Mr. Bent discussed the Town of Easton Affordable Housing Renovation program. He discussed a
59 low interest loan for qualified applicants which will be administered through Shore United and
60 managed by the Affordable Housing Board.

61 The Town Attorney, Mrs. VanEmburch stated that the Town would be guaranteeing the loan and a
62 mortgage lien will be put on the property.

63 Upon motion by Mrs. Cook seconded by Mr. Engle and carried unanimously, the relationship with
64 Shore United Bank for low interest loans was approved.

65 **POLICE BOARD.**

66 Chief Spencer was present to discuss EPD activities.

67 Chief introduced Rec. Brian Carroll, a recent graduate from ESCJA.

68 Chief Spencer discussed recent promotions and stated there are five police officer vacant positions.

69 Chief Spencer discussed recent events and upcoming events as well as specialized training.

70 Mayor Willey discussed a recent \$5,000 across the board pay increase for officers and a revised
71 starting salary of \$47,500. He stated that the officers are still concerned with Long Term Disability
72 benefits.

73 Chief Spencer stated that Mr. Silverstein recently visited EPD and toured the building.

74 Chief Spencer asked for approval for the following public assembly event permits:

75 **APPROVAL FOR PUBLIC ASSEMBLY EVENT PERMITS:**

- 76
- 77 ○ School supply give away @ Moton park 8/11/2019.
 - 78 ○ Family function 8/25/2019.
 - 79 ○ Fed up rally @ Christ church 8/31/2019.
 - 80 ○ 5k run/walk 9/22/19.

81 Upon motion by Mr. Silverstein seconded by Mr. Abbatiello and carried unanimously, Public
82 Assembly Event Permits as recommended by staff were approved.

83 **ITEMS BY THE MAYOR.**

84 **CONFIRMATION OF APPOINTMENTS OF JOHN FORD, RON ENGLE (ALTERNATE)**
85 **TO LIBRARY BOARD, ROY COWDREY AND TAYLOR GILDEN TO AFFORDABLE**
86 **HOUSING BOARD.**

87 Upon motion Mr. Silverstein, seconded by Mr. Abbatiello and carried unanimously; the appointment
88 of Roy Cowdrey to the Affordable Housing Board was approved

89 Upon motion by Mr. Silverstein seconded by Mrs. Cook and approved, the appointments of John
90 Ford and Ron Engle (as alternate) to the Library Board were approved.

91 **EASTON POINT ANNEXATION CONSENT LETTERS.**

92 Mayor Willey discussed consent letters to property owners at Easton Point and stated it's time to
93 approach them about annexation.

94 **TALBOT LANE CONSTRUCTION PROJECT UPDATE.**

95 Mayor Willey stated that there is an application for the completed structure and RFP's for the other
96 two houses will be go out Friday,

97 **TAX ABATEMENT REQUEST – NEIGHBORHOOD SERVICE CENTER.**

98 Mayor Willey discussed a request from numerous entities requesting tax abatements after the budget
99 has been approved. He stated that there needs to be a procedure on how to handle requests in the
100 future.

101 Mr. Silverstein asked how many exempt properties there are in the town and does the abatement
102 request from Neighborhood Service Center fall in that category. Mr. Silverstein stated that he would
103 like to know what the state law is.

104 Mr. Silverstein asked that the request be tabled until additional information is gathered.

105 President Ford stated that the town needs to get a handle on the requests and set a criterion. He stated
106 that up to this point, requests are handled on a case by case basis and a tighter procedure is needed.

107 Mr. Engle stated that there are very expensive things in the near future and we need to keep a handle
108 on tax abatements and how to help the non-profits.

109 President Ford asked for information regarding who we are currently abating and see where that
110 information leads and then create objective criteria.

111 **ITEMS BY THE TOWN ATTORNEY.**

112 **ENTERPRISE FLEET MANAGEMENT FOR LEASING – AGREEMENT (PUBLIC**
113 **WORKS).**

114 The Town Attorney, Mrs. VanEmburch asked for approval for the following leases:

115 (Sourcewell – negotiated contracts for government)

116 Approval for lease – two 2019 Ford F-150.

117 Approval for lease – 2019 Ford F-250.

118 Approval for lease – two 2019 Ford F550.

119 Approximate estimated annual cost of \$45,000 for the lease of vehicles.

120
121 Upon motion by Mr. Silverstein, seconded by Mr. Engle and carried unanimously, the leases were
122 approved.

123
124 The Town Attorney, Mrs. VanEmburch asked for approval for the purchase of a mini excavator and
125 tilt deck trailer.

126
127 Upon motion by Mr. Silverstein, seconded by Mr. Abbatiello and carried unanimously, approval was
128 granted for the purchase of a Caterpillar mini excavator from Alban Tractor and the trailer from
129 Burke Equipment Company for a total price of \$78,645.24.

130
131 The Town Attorney asked for approval for the purchase of a 2019 flatbed dump truck with a snow
132 plow from Easton Truck Center in the amount of \$131,811.21 for the Public Works Department.

133
134 Upon motion by Mr. Silverstein, seconded by Mr. Engle and carried unanimously, the purchase was
135 approved as recommended by staff.

136 **RESOLUTION NO. 6108, “A RESOLUTION OF THE TOWN OF EASTON APPROVING**
137 **THE AMENDED EASTON AFFORDABLE HOUSING RENOVATION PROGRAM FOR**
138 **OWNER OCCUPIED HOMES.”**

139 Per the Town Attorney, Resolution No. 6108 is not ready to be acted on at this time.

140 **ORDINANCE NO. 735 “AN ORDINANCE OF THE TOWN OF EASTON AMENDING**
141 **CHAPTER 6 BUILDING CODES OF THE TOWN OF EASTON CODE TO ADOPT THE**
142 **INTERNATIONAL BUILDING CODE 2018 AND AMENDMENTS THERETO.”**

143 President Ford introduced Ordinance No. 735 for a first reading.

144 **ORDINANCE NO. 736, “AN ORDINANCE OF THE TOWN OF EASTON AMENDING**
145 **CHAPTER 6 BUILDING CODES OF THE TOWN OF EASTON CODE TO ADOPT THE**
146 **INTERNATIONAL RESIDENTIAL CODE 2018 AND AMENDMENTS THERETO.”**

147 President Ford introduced Ordinance No. 736 for a first reading.

148 **ORDINANCE NO. 737, “AN ORDINANCE OF THE TOWN OF EASTON AMENDING**
149 **CHAPTER 6 BUILDING CODES OF THE TOWN OF EASTON CODE TO ADOPT THE**
150 **NFPA 70 NATIONAL ELECTRICAL CODE 2017 AND AMENDMENTS THERETO.”**

151 President Ford introduced Ordinance No. 737 for a first reading.

152 **ORDINANCE 738, “AN ORDINANCE OF THE TOWN OF EASTON AMENDING**
153 **CHAPTER 6 BUILDING CODES OF THE TOWN OF EASTON CODE TO ADOPT THE**
154 **INTERNATIONAL ENERGY CONSERVATION CODE 2018 AND AMENDMENTS**
155 **THERETO.”**

156 President Ford introduced Ordinance No. 738 for a first reading.

157 **ORDINANCE NO. 739, “AN ORDINANCE OF THE TOWN OF EASTON AMENDING**
158 **CHAPTER 6 BUILDING CODES OF THE TOWN OF EASTON CODE TO ADOPT THE**
159 **INTERNATIONAL MECHANICAL CODE 2018 AND AMENBDMENTS THERETO.”**

160 President Ford introduced Ordinance No. 739 for a first reading.

161 **ORDINANCE NO. 740, “AN ORDINANCE OF THE TOWN OF EASTON AMENDING**
162 **CHAPTER 6 BUILDING CODES OF THE TOWN OF EASTON CODE TO ADOPT THE**
163 **INTERNATIONAL PLUMBING CODE 2018 AND AMENBDMENTS THERETO.”**

164 President Ford introduced Ordinance No. 740 for a first reading.

165 **REVIEW OF INVOICES TOTALING \$1,233,113.73.**

166 Upon motion by Mr. Engle seconded by Mr. Abbatiello and carried unanimously, invoices totaling
167 \$1,233,113.73 were approved for payment.

168 **ITEMS BY MEMBERS OF THE COUNCIL:**

169 Mr. Silverstein stated he recently had the opportunity to tour EPD.

170 Mr. Abbatiello thanked Elizabeth Freeland for keeping Easton a beautiful town. He also thanked
171 Discover Easton for the ghost tour.

172 Mr. Engle stated that he is glad to see EPD turning around.

173 Mrs. Cook reminded everyone that tomorrow at 5:00 p.m. at Moton Park is National Night Out.

174
175 President Ford asked if there is anything else to bring before the council. There being nothing at this
176 time, President Ford entertained a motion for adjournment.

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178 **ADJOURNMENT.**

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180 At 8:14 p.m., upon motion by Mr. Silverstein, seconded by Mr. Abbatiello, President Ford adjourned
181 the regularly scheduled council meeting.

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185 Kathy M. Ruf, Town Clerk