

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55

**TOWN OF EASTON, MARYLAND  
EASTON TOWN HALL  
14 S HARRISON STREET**

**January 6, 2020**

**PRESENT AT CONVENING.**

Mayor Robert C. Willey  
Councilmember Alan I. Silverstein  
Councilmember Donald M. Abbatiello  
Acting President of the Council Ronald E. Engle  
Councilmember Megan M. Cook

President of the Council John Ford was excused.

Also present was the Town Manager Mr. Don Richardson, Town Attorney Mrs. Sharon VanEmburch and Town Clerk Mrs. Kathy M. Ruf.

**CALL TO ORDER.**

At 7:00 p.m., Acting President of the Council Mr. Engle called the meeting to order.

**OPENING REMARKS BY MRS. COOK AND PLEDGE OF ALLEGIANCE.**

Mrs. Cook led those present in the Pledge of Allegiance.

**APPROVAL OF MINUTES OF DECEMBER 16, 2019 MEETING.**

Upon motion by Mr. Silverstein, seconded by Mr. Abbatiello and carried unanimously, minutes of the December 16, 2019 meeting were approved.

**ITEMS BY THE MAYOR.**

**RE-APPOINTMENTS TO BOARDS AND COMMISSIONS.**

Mayor Willey asked for confirmation on the following re-appointments:

- Richard G. Tettelbaum      Planning & Zoning      5-year term
- Gary M. Molchan              Board of Appeals      3-year term
- Daphne Cawley-Edwards      Board of Appeals      3-year term
- Raymond Grodecki            Board of Appeals      3-year term
- Tim Glass                        Housing Authority      5-year term

Upon motion by Mr. Silverstein seconded by Mr. Abbatiello and carried unanimously, the re-appointments were confirmed.

Mayor Willey stated that a Board member is still needed for the Housing Authority and Board of Appeals.

**ITEMS BY THE TOWN MANAGER.**

**BID APPROVAL FOR NEW BULK TRUCK WITH GRAPPLE FROM SOURCE/WELL.**

Mr. Richardson asked for approval to accept the price of \$164,992.02 submitted by Easton Truck Center through Source/Well. He stated there is a 10 month build time. Mr. Richardson stated that there is \$160,000 in the budget.

Upon motion by Mr. Silverstein seconded by Mr. Abbatiello and carried unanimously, the bid from Easton Truck Center in the amount of \$164,992.02 was approved.

**APPROVAL FOR CAPITAL PROJECT PURCHASE FOR LIVEWIRE DIGITAL FOR WAYFARING SIGNAGE AND MAPPING.**

56 Upon motion by Silverstein seconded by Mrs. Cook and carried unanimously, approval was  
57 granted for the capital project purchase for Livewire Digital for Wayfaring Signage and  
58 Mapping. The subscription includes four kiosks @ \$732.00 per year (\$2,928.00) and three 32”  
59 high brite touchscreen kiosks totaling \$56,805 and a 32” high brite touchscreen with PC and  
60 HVAC at \$16,630.

61

62 **RECOMMENDATION FOR REVISION OF PER DIEM ALLOWANCE FOR MEALS.**

63

64 Mr. Richardson, Town Manager proposed the following per diem allowance for meals:

65 Breakfast = \$13.00 from the current \$5.00

66 Lunch = \$15.00 from the current \$10.00

67 Dinner = \$28.00 from the current \$17.00

68

69 Meals must be supported by receipt and approval to be reimbursed.

70 Single day of travel - Lunch only First day of travel - Lunch and Dinner

71 Last day of travel - Breakfast and Lunch

72

73 Upon motion by Mr. Silverstein seconded by Mr. Abbatiello and carried unanimously, the  
74 revision for the per diem allowance for meals as recommended was approved.

75

76 Mr. Richardson stated that Public Works continues to collect leaves. It was suggested to explore  
77 ways to inform the public not to place the collected leaves in streets.

78

79 **ITEMS BY THE TOWN ATTORNEY.**

80 Mrs. VanEmburch, the Town Attorney stated that she will start the process to update the Town  
81 Code. She stated that she plans to schedule workshops to go over the proposed changes.

82 **MR. TED BOOK, DIRECTOR OF CABLE & COMMUNICATIONS TO REPORT ON**  
83 **PROGRAMMING COST ADJUSTMENT FOR 2020.**

84 Mr. Book discussed the increase in cable rates. He stated the PCA (Program Cost Adjustment) is  
85 necessary to cover added increases. Mr. Book discussed transmission consent and renewal with  
86 WJZ Baltimore and Fox Network. He stated that ESPN continues to increase rates as well as the  
87 standard increases with next year looking to be substantially worse. Mr. Book discussed monthly  
88 increases for each tier. Mayor Willey asked for competitors’ prices.

89 **NEXT MEETING.**

90

91 Acting President of the Council Mr. Engle discussed a scheduling conflict with the upcoming  
92 Council meeting due to the MLK observance and the ESAM dinner and suggested cancelling the  
93 next meeting.

94

95 Upon motion by Mr. Silverstein, seconded by Mrs. Cook and carried unanimously, the second  
96 Council meeting in January was cancelled.

97

98 **ITEMS BY MEMBERS OF THE COUNCIL.**

99

100 Ms. Cook stated that the Martin Luther King Basketball Tournament will be held Monday,  
101 January 20 at Easton Middle School and the YMCA.

102

103 **ADJOURNMENT.**

104 At 7:16 p.m., upon motion by Mr. Silverstein seconded by Mr. Abbatiello and carried  
105 unanimously, Acting President of the Council adjourned the regularly scheduled meeting.

106

107

108 \_\_\_\_\_  
Kathy M. Ruf, Town Clerk (approved 02/03/2020)