

1
2
3 **TOWN OF EASTON, MARYLAND**
4 **EASTON TOWN HALL**
5 **14 S HARRISON STREET**
6

7 **December 16, 2019**
8

9 **PRESENT AT CONVENING.**

10
11 Mayor Robert C. Willey
12 Councilmember Alan I. Silverstein
13 Councilmember Donald Abbatiello
14 Acting Council President Ron E. Engle
15 Councilmember Megan M. Cook
16

17 President of the Council John Ford was excused.
18

19 Also present was the Town Manager Mr. Don Richardson, Town Attorney Mrs. Sharon
20 VanEmburch, Finance Director Mrs. Carol Callahan and Town Clerk Mrs. Kathy M. Ruf.
21

22 **AUDIT OUTBRIEF PRESENTED BY KEITH NOVAK, CLIFTONLARSONALLEN.**

23 At 6:23 p.m., Acting President of the Council Mr. Engle called the meeting to order to discuss the
24 audit. Present from CliftonLarsonAllen were Keith Novak, Principal, Alexandra Lobeck, Bill
25 Earley, Principal who the town will transition to upon Mr. Novak's retirement.

26 Mr. Novak stated that there are no new accounting policies, no new changes, no new standards or
27 nothing new to adopt; no new financial disclosures or no difficulties performing the audit.

28 Mr. Novak stated that a Management Letter, unmodified opinion, fairly stated in all material
29 respects had been issued.

30 Mr. Novak stated that Federal funds exceeded Federal expenditures. He stated that a report will be
31 issued regarding that which will be given to the federal government. Next year the report will also
32 include the standard on fiduciary statement.

33 Mr. Silverstein asked if there is an improvement to segregation of duties with the new position in
34 the finance department.

35 Mr. Novak stated that the Town will probably reach the material threshold for leases.

36 Mr. Silverstein stated that the staff should be complemented for the job well done.

37 At 6:40 p.m., Finance Director Mrs. Callahan, Mr. Novak and CliftonLarsonAllen staff departed the
38 meeting.

39 Acting President of the Council Mr. Engle recessed the meeting.

40 **OPENING REMARKS BY MR. ABBATIELLO AND PLEDGE OF ALLEGIANCE.**

41 At 7:00 p.m., Mr. Abbatiello led those present in opening remarks and the Pledge of Allegiance.

42 Mr. Engle stated that prior to the regularly scheduled meeting, there was an open meeting with
43 CliftonLarsonAllen to discuss the audit.

44 **APPROVAL OF MINUTES OF DECEMBER 2, 2019 MEETINGS.**

45 Upon motion by Mr. Silverstein seconded by Mr. Abbatiello and carried unanimously, minutes of
46 the December 2, 2019 meetings were approved.

47 **ITEMS BY THE MAYOR.**

48 Mayor Willey stated he had been asked by EVFD if Tower 61 could standby at Chestertown.

49 Upon motion by Mr. Silverstein seconded by Mrs. Cook and carried, permission was granted for
50 Tower 61 to standby in Chestertown provided Easton has sufficient coverage.

51 Mayor Willey stated that Officer Lennox Trams is home after a kidney operation.

52 Mayor Willey stated that President Ford is on the mend.

53 Mayor Willey asked for the approval of Mr. Zack Kreyback's appointment on the Board of Zoning
54 Appeals. He stated that Mr. Kreyback is also on the county BOZA but there is no conflict to be on
55 both boards.

56 Upon motion by Mr. Silverstein, seconded by Mrs. Cook and carried unanimously, Mr. Kreyback's
57 appointment on the Board of Zoning Appeals was approved.

58 Mayor Willey stated that the Affordable Housing and Historic District Commission still have
59 openings.

60 Mayor Willey stated that the First Night Talbot Crab Drop in Easton on December 31 is requesting a
61 Public Assembly Permit for the New Year's Eve festivities.

62 Upon motion by Mr. Abbatiello, seconded by Mr. Silverstein and carried unanimously, approval
63 was granted for First Night Talbot's Crab Drop.

64 Mayor Willey stated that they also plan to use the council's chambers for the event showing a series
65 of short films.

66 Upon motion by Mr. Silverstein, seconded by Mr. Abbatiello and carried unanimously, permission
67 was granted to use the council chambers for the event with monitoring and security by EBA.

68 Mayor Willey announced the Christmas Parade winners: Best Float: Tidewater Pony Club; Best
69 Band/Organization: St. Michaels Middle/High School Band.

70 Members of the council asked that get well wishes be passed on to Officer Trams.

71 **ITEMS BY THE TOWN MANAGER.**

72 Mr. Richardson asked that the audit be accepted as presented by CliftonLarson

73 Upon motion by Mr. Silverstein, seconded by Mr. Abbatiello and carried unanimously, the audit
74 was approved as presented.

75 **BID APPROVAL FOR NEW BULK TRUCK WITH GRAPPLE FROM SOURCE/WELL.**
76 **RECOMMENDATION FROM PARK ADVISORY BOARD FOR PLACEMENT OF AED**
77 **UNITS IN PARKS.**

78 Mr. Richardson, Town Manager asked that this request be tabled until the next council meeting.

79
80 Mr. Richardson brought a recommendation to the floor from Easton Park Board for four AED units
81 to be placed in Easton Parks. He stated they will be placed in climate-controlled cabinets and
82 accessible by the general public.

83
84 Upon motion by Mr. Silverstein, seconded by Mrs. Cook and carried unanimously, the placement of
85 the AED units in parks was approved.

86
87 **ITEMS BY THE TOWN ATTORNEY.**

88 The Town Attorney Mrs. VanEmburch wished everyone a happy and safe holiday season.

89 **PRESENTATION OF LOT 1 PARKING SOLUTIONS.**

90 Mr. Scott Messick, IT Director discussed the Smart Parking Solution Easton is installing as part of
91 Easton's Smart Town Initiative. He stated that the town is replacing its aging parking meter
92 population with a state-of-the-art intelligent parking experience. Mr. Messick discussed the
93 alternative ways to make payment. He discussed how mobile phones work with the parking. He
94 stated that enforcement will begin in January.

95 Mr. Silverstein stated the parking solution is great and will benefit residents and visitors.

96 Mr. Messick stated that 2020 parking permits are available at the Town Hall with 30 available at the
97 Blue Lot.

98 **APPROVAL OF EVFD ELECTION OF MORRIS E. JONES AS CHIEF FOR 2020.**

99 Upon motion by Mr. Abbatiello seconded by Mr. Silverstein and carried unanimously, the election
100 of Morris E. Jones as chief of Easton Volunteer Fire Department for 2020 was approved.

101 **REVIEW OF INVOICES TOTALING \$970,518.79.**

102 Upon motion by Mr. Silverstein seconded by Mrs. Cook and carried unanimously, invoices totaling
103 \$970,518.79 were approved.

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

105 Mr. Silverstein joined fellow councilmembers at the grand opening for the BAMB Center. He
106 stated that the center is very impressive and he forward to the center opening their services up to
107 community.

108
109 Mr. Abbatiello stated he had a chance to ride around with Santa and the Fire Department and it was
110 a great event.

111
112 Mr. Engle wished everyone a Happy Holiday.

113
114 Mrs. Cook echoed wishes for a Happy Holiday.

115
116 The pickup for trash and Christmas trees was outlined.

117
118 **ADJOURNMENT.**

119 At 7:42 p.m., upon motion by Mr. Silverstein seconded by Mrs. Cook and carried unanimously,
120 Acting President Mr. Engle adjourned the regularly scheduled meeting.

121
122
123 _____
124 Kathy M. Ruf, Town Clerk