



Town of Upper Marlboro

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MEMORANDUM

To: Board of Town Commissioners
From: Kyle Snyder, Town Administrator
Date: Tuesday June 21st, 2022
Re: June 2022 Monthly General Government Report

Commissioners,

Below is the update on some of the projects that the Town has currently underway. We are also in the hiring process of a Grant Coordinator and a bookkeeper. A reminder Town Hall is reopened during normal office hours, but please note new security measures. The Town is still distributing free COVID tests and masks at Town Hall during regular office hours. We will be hosting several interns at Town Hall over the summer months, a mix of both local college students working for credit hours, and two from the County program. The Town is also coordinating with the County Office of Central Services and the County Historical Preservation regarding the potential demolition of the School masters house the sits between the Old Marlboro High School and Dr. Bean's Grave. The building suffered structural damage in 2018 when a car crashed through it, and now the roof is collapsing and poses a safety hazard.

Project Name	Overview	Update
Capitol Trail Coalition Partnership	Potential partnership with the Capitol Trail Coalition and the Town to help push for trail development to link Upper Marlboro to the Capitol trail network.	Working with MNCPPC and SHA on grant programs to begin planning for the first leg of the Chesapeake Beach RR trail between Old Crain Highway and MD 725.
New Town Playground Construction	To construct a railroad play-themed structure for ages 5-12 with a plan to add a 2-5 structure in the future	Phase 1 open! Working with vendor on the permitting and construction process for Phase 2 & 3.
Town Financial Policies	A set of policies to govern the Town's Financial operations.	On hold until a book keeper is onboarded.
Election Process Review	Working with the BOSE to update and approve the Town's election procedures.	Being discussed this summer.
Road Improvements	Redesign and repaving of School Lane, Wilson Lane, Spring Branch Drive, and Old Mill Road funded by a State budget grant.	Project handed over to Director Bond, will show up in DPW report in the future.
Church Street Parking Lot Upgrade & Pocket Park	The Town was awarded \$150,000 via 2019 Bond Bill to rehabilitate Church Street parking lot at purchase vacant lot on Main Street for a pocket park.	Waiting for reimbursement from the State for the 20K for the purchase of the pocket park. DPW working with Mead & Hunt for designs for the Church street lot.
Structure of Government	A review of the structure of Town government, and any changes that need to be made to accommodate a 5-person Board.	We will begin collecting public input and discussing in work sessions after the Budget is complete.

Codification	The process of integrating all individual Town Ordinances into one cohesive code document.	Town Clerk is working with the vendor to this project completed. Unknown completion timeline.
Rebranding	Working with MNCPPC and County Economic Development Team to rebrand the Upper Marlboro Area as horse country.	Additional details to come after additional meetings with County.