



Town of Upper Marlboro

REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, March 26, 2024 at 7:00 PM

MINUTES

This meeting will be conducted via Blended: Town Hall & Zoom Video Teleconference.

<https://uppermarlbormd-gov.zoom.us/j/87850505383?pwd=VGtSUDl5cmJvMlFwZ1czLzdoTG1Hdz09>

Passcode: 924041; **Webinar ID:** 878 5050 5383; **Dial-in only:** 301-715-8592

NOTICE OF CLOSED SESSION:

Tuesday, March 26, 2024

Town Hall | Following Regular Town Meeting

Under General Provisions Article 3-305(b) (1) ___“To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”.

The Board of Commissioners proposes to go into Closed Session following the Regular Town Meeting on Tuesday, March 26, 2024, to discuss employee performance and salaries.

REGULAR TOWN MEETING AGENDA: 7:00 PM

1. Call to Order - 7:07 PM

2. Roll Call

3. Pledge of Allegiance

4. Review of Agenda

5. Consent Agenda (3:29)

- A. Meeting Minutes
- B. Financial Report
- C. Public Safety Report
- D. Public Works Report
- E. General Government Report

Motion was made by Commissioner Prevatte to approve the Consent Agenda

Motion was seconded by Commissioner Colbert

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott Absent | Prevatte, Aye

6. Reports (4:08)

- A. Arts Council Committee Report
- B. CERT Committee Report
- C. Economic Development Workgroup Report
- D. Events Committee Report
- E. Green Team Committee Report
- F. Historical Committee Report
- G. Greenwill Consulting Committee Report **(16:49)**
- H. Commissioner Reports **(27:15)**

7. Business

Public comment will be taken prior to Business line items (3 minutes per item)

- A. Public Comment Town Tax Rate (5 Minutes) **(30:36)**

B. FY 2025 Draft Updated Budget (Board Discussion) **(35:48)**

C. Resolution 2024-07: Pratt Street Address Change (Board Vote) **(39:55)**

Motion was made by Commissioner Lott to approve Resolution 2024-07: Pratt Street Address Change.

Motion was seconded by Commissioner Prevatte

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye

D. Church Street RFP (Board Vote) **(42:30)**

Motion was made by Commissioner Prevatte to approve the Church Street RFP with the following 2 changes

- 1. The scope of work shall read: the design of the parking lot for the below list of improvements the Town wishes to make to the Church Street Parking Lot. Within the design there are three phase elements to the project: electrical & lighting, stormwater management, & paving. The Town wishes to pursue a one dig policy for the work on the lot.**
- 2. Deadline will be Monday, April 29, 2024**

Motion was seconded by Commissioner Brooks

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye

E. Commissioner Training (Board Vote) **(57:45)**

Motion was made by Commissioner Lott to approve reallocation of funds to cover commissioners expenses to attend the MML Summer Conference.

Motion was seconded by Commissioner Brooks

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye

F. Sponsorship Packages (Board Discussion) **(1:04:26)**

G. Annexation Update (Board Discussion) **(1:10:00)**

8. Administrative Updates (1:46:01)

9. Public Comment (2:04:08)

For items not necessarily on the immediate agenda (3 minutes per item)

10. Preliminary Approval of Next Meeting Agenda (2:06:56)

11. Motion To Go Into Closed Session (2:08:10)

Motion was made by Commissioner Lott to go into Closed Session

Motion was seconded by Commissioner Brooks

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye

12. PUBLIC COMMENT PROCEDURES

Your Town government appreciates citizen input. To maximize effective resolutions on resident's issues, we encourage Town residents and businesses to contact us at Town Hall weekdays: 9 a.m.–5 p.m., or by written correspondence (or email to info@uppermarlboromd.gov). You are always welcome to schedule an appointment with the President or a Commissioner to discuss municipal problems and quality-of-life issues one-on-one and work together towards a satisfactory solution.

Agendas for meetings are posted on our website and notices of legislative items are also posted on the Town's social media accounts (Facebook, Twitter & Instagram).

Our meetings are open to the public, and we ask that residents who want to comment to please follow the rules that have been established by **“RESOLUTION 2022-05: A RESOLUTION FOR THE ADOPTION OF NEW RULES OF ORDER AND REGULATIONS FOR PUBLIC MEETINGS OF THE BOARD OF COMMISSIONERS FOR THE TOWN OF UPPER MARLBORO.”**

Citizen Input:

- Members of the public may speak for three (3) minutes, during Public Comment Time, at Regular Town meetings of the Board of Commissioners according to procedures established by the Board.
- A sign-up sheet will be placed on the side table in the room for people to sign-in if they wish to speak. They will be called to speak at the podium in the order in which they were signed-in. If the meeting is held virtually, the public will be able to "raise their hand" or chat with the Town Clerk to sign up to speak.
- Each speaker is limited to one presentation per agenda item allowing for public comment per meeting and a maximum timed limit of three (3) minutes unless another limit is established.
- If the subject matter does not pertain to Town business the Mayor shall advise the individual and/or make recommendations as to how they may get the issue addressed.
- Citizens speaking on agenda items shall restrict their comments to the subject matter listed.
- Citizens speaking on non-agenda items shall only speak on matters pertaining to Town business or issues which the Board would have the authority to act upon if brought forth as an agenda item.
- The Board may not act upon or discuss any issue brought forth as a non-agenda item; except to: Make a statement of specific factual information given in response to the inquiry, or a recitation of existing policy in response to the inquiry.
- Proper respect, decorum, and conduct shall prevail at all times. Impertinent, slanderous, misleading, or personal attacks are strictly prohibited. Violators may be removed from the Commission chambers.
- No placards, banners or signs may be displayed in the Board chambers or Town Hall. Exhibits relating to a presentation are acceptable.
- Arguing, intimidation or other disruptive behavior is prohibited. Discussion and/or debate are acceptable only on items specifically listed on the agenda, or that are municipal issues and must be complete within the three-minute comment period allotted to the speaker.

Each individual speaker must stand, state their name and home of record (street name only) and approach the Board to a designated position in order to be recognized by the Chair of the Board, and to be heard by the recording Clerk, as well as others in attendance.

When the meeting is held on a virtual platform, please sign-in with your First and last name and raise your hand to comment on an item.

All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 17.