



Town of Upper Marlboro

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MEMORANDUM

To: Board of Town Commissioners
From: Kyle Snyder, Town Administrator
Date: Thursday May 19th, 2022
Re: May 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. Marlboro Day 2022 was a success, and we are working on the planning for the upcoming Summer 2022 events. A reminder Town Hall is reopened during normal office hours, but please note new security measures. The Town's new cable access channel is live on Verizon Channel 19, and the Town is looking into a possible MOU to assist the Marlboro VFD with maintenance at the station, which will help our residents County tax levels through the County Tax differential program. Thanks to the Town Clerk the new meeting portal is active on the Town website, and the firm is working on the Codification of existing Town legislation and charter updates that have been made. The Town is still distributing free COVID tests and masks at Town Hall during regular office hours.

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.	Requesting funding in County FY23 for trail planning and development.
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	Fencing being installed 5/31, DPW coordinating final tree and brush removal.
Town Financial Policies	A set of policies to govern the Town's Financial operations.	On hold until Bookkeeper hired.
Election Process Review	Working with the BOSE to update and approve the Town's election procedures.	Will begin after the Budget is completed
Road Improvements	Redesign and repaving of School Lane, Wilson Lane, Spring Branch Drive, and Old Mill Road funded by a State budget grant.	Working on scheduling, timeline, and contract with Meade & Hunt.
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.	Lot purchased! Working to submit for reimbursement from State. Hopefully we can begin planning for the Church Street lot repaving in Summer 2022 when we are doing the roads.
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.