

**MAYOR AND COUNCIL  
FEBRUARY 18, 2014**

Mayor Cerino called the meeting to order at 7:39 p.m. In attendance were Council members Liz Gross, Linda Kuiper, Samuel T. Shoge and Mauritz Stetson, W. S. Ingersoll, Town Manager, Jennifer Mulligan, Stenographer, and guests.

Mayor Cerino asked if there were any additions or corrections to the minutes of the Mayor and Council meeting of February 3, 2014. **Mr. Stetson moved to approve the minutes of the Mayor and Council meeting of February 3, 2014 as submitted, was seconded by Ms. Kuiper and carried unanimously.**

Ms. Gross stated that there was mention of the parking survey in the minutes and asked if the survey was complete. Ms. Kuiper stated that the survey is not complete but she was getting close to finishing.

Mayor Cerino stated that cash on hand and in the banks is \$1,932,811.74. The Washington College donation, a restricted use fund, in the amount of \$200,000.00 was not included in that figure. There was a total amount of \$2,132,811.74 on hand and in the banks.

Mayor Cerino asked for a motion to pay bills. **Ms. Gross moved to approve payment of the bills as presented, was seconded by Mr. Stetson and carried unanimously.**

Mr. Ingersoll stated that Miles Barnard could not make the meeting this evening but said he could attend on March 3, 2014.

Chief Baker was called forward for his report. Chief Baker presented the Annual Report of the Police Department for 2013 (copy attached). Chief Baker then gave the report for January 2014.

Mr. Stetson asked the status of the State Police pulling out of the Drug Task Force. Chief Baker stated that the State Police have not made a final decision yet, but there were meetings where indications were made that the State Police will be going to a joint regional team. Chief Baker stated that the Chestertown Police will continue to fight crime, including drug crime, regardless of the decision of the State Police and the Drug Task Force.

Chief Baker stated that he would like to institute a reserve officer program. He said that certified reserve officers would be hired on a part-time basis and utilized in the event of a need for manpower. He said that the reserve force would be used in an attempt to address overtime costs. Chief Baker stated that he would like to consider Officer Kinser as a part-time reserve officer as he is interested and willing to come aboard on a part-time basis.

Chief Baker stated that he would draft a policy statement for reserve officers.

Chief Baker read a resignation letter from Patrolman Piasecki into the record. Officer Piasecki was moving to the Kent County Sheriff's Department.

Mr. Ingersoll stated that there would be a public forum on Monday, March 10, 2014 for the C-1 Commercial District beginning at 7:00 p.m. He said that Ms. Brooks would hand deliver the invitations to the businesses in C-1 and said that the public was also welcome to attend. Mr. Ingersoll said that he would also send a copy of the invitation to the Chamber of Commerce.

Mr. Ingersoll stated that the Council received a draft Ordinance of Campaign Finance Disclosure for review. Mr. Ingersoll stated that the Charter was more difficult to change than an ordinance and read a section of the Charter (Section 34) that granted the Council "the power to provide by ordinance or emergency ordinance in every respect not covered by the provision of this Charter for the conduct of registration, nomination and town elections and for the prevention of fraud in connection therewith, and for the recount of ballots in case of doubt or fraud".

Mr. Ingersoll stated that this was the time to make any changes to the election process and asked that the Chestertown and Kent County Board of Supervisors of Elections be involved with any changes. He said that he thought a section should be added to the draft Ordinance referring back to the Charter on elections in general.

Mr. Stetson stated that if there were four (4) or more running for a seat in an election and nobody receives 35% of the vote, there should be a runoff for the top two candidates. He said that there also should be something indicating a choice if there was a tie.

Ms. Gross stated that she thought the issue of campaign finance disclosure was a good one, but thought that the Ordinance could be simpler and tailored for a small town. She suggested the Council sharing comments via email before March 10<sup>th</sup> and a revised draft will be prepared for March 17<sup>th</sup>.

Ms. Gross stated that she would like to only have two (2) financial disclosure reports due, one during the campaign and one shortly after the campaign. She said that the use of the funds from time to time come into question, not just the amounts donated.

Ms. Kuiper stated that she did not think that the Town could afford a primary in the general election. She said that the draft did not cover loans of any type.

Mayor Cerino stated that an election with more than four (4) candidates where the victor received less than 30% of the vote should have a runoff.

Mr. Shoge stated that he thought having a treasurer that was from Chestertown was very specific and might prove difficult. He also suggested only reporting a donation over a certain amount, suggesting \$500.00. Ms. Gross stated that most disclosure forms list everything, even the smallest of donations.

Ms. Gross stated that she would research other towns to see if the limits of contributions were appropriate to a Town the size of Chestertown.

Mayor Cerino stated that he would like to form a committee to study long-range maintenance options for the Fountain Park. He said that the park has been "loved" to death and was starting to show its use. Mayor Cerino stated that he met with some members of the Garden Club to discuss the park in general, and said that the idea was formed for a group to do a study. He said that this committee would meet and report back with their recommendations by mid to late April 2014. He said that he would like to address any monetary values discussed in the recommendations at budget time.

Mayor Cerino read the goals of the Fountain Park Strategic Committee into the record. He recommended that the members of the Committee be Nancy McGuire (DCA/Historic District Commission), Nancy Butler (Curb Appeal), Owen McCoy (Farmer's Market), Nora Carey, Michele Schweikle and Barb MacBeth (Chestertown Garden Club), Kees de Mooy (Town Hall), Linda Kuiper (Town Council) and Wanda Gorman (Artisan's Market).

Ms. Gross stated that if consideration is given to increasing the hard surfaces in the park, she would like pervious surfaces to be researched as there is already too much impervious surface.

**Ms. Gross moved to create the Fountain Park Strategic Planning Committee as proposed in the document read into the record (attached), was seconded by Mr. Shoge and carried unanimously.**

Mayor Cerino stated that there was a draft Resolution for Request of Funds presented to the Council this evening for discussion. He said that there was no protocol established for requests for donations between budgeting sessions and thought a procedure was necessary.

Ms. Gross stated that the Resolution should clarify that there could only be one request per group per budget year. Mr. Stetson stated that rather than the donation amount should be changed from \$500.00 to \$300.00.

**Mr. Stetson moved to adopt the resolution with the donation amount to be changed to \$300.00, was seconded by Ms. Gross and carried unanimously.**

Ms. Kuiper stated that when preparing the budget, the Council should consider that large donation requests may come before them.

Mr. Ingersoll stated that there would be a large expense for salt on account of all the storms.

Mr. Ingersoll stated that staff had a document showing where the hotel tax dollars are spent. He said that in government fund accounting expenses were not paired with revenues for each category, except in cases of enterprise funds.

Mayor Cerino stated that he was in receipt of a resignation letter from Doug Gates from the Historic District Commission. Mayor Cerino thanked Mr. Gates for his service to Chestertown.

Mayor Cerino stated that he would like to appoint Mr. Ed Minch to the Historic District Commission. **Ms. Gross moved to appoint Mr. Ed Minch to the Historic District Commission, was seconded by Mr. Stetson and passed with four (4) in favor, Ms. Kuiper abstained.**

Mayor Cerino stated that Mr. Bill Arrowood of the Chestertown Recreation Commission stated that he discussed with the Council the possibility of a baseball field at Kent County Middle School. Mayor Cerino stated that Mr. Arrowood met with the School Board and was given the approval to move forward pending a Memorandum of Agreement between the Town and County on how the field would be maintained. Mayor Cerino stated that Mr. Arrowood was attempting to raise \$20,000.00 for the baseball field and said if he was successful at raising that money he would ask for \$5,000.00 from the Mayor and Council to round out the costs of the field. Mr. Shoge asked if the little league has been contacted to see if they plan to use the field if it was built. Mr. Stetson stated that Kent County should also donate to the build out of the field as every child in middle school is in Chestertown during school days.

Mayor Cerino stated that Mr. Ingersoll had discussed with Mr. John Johnson at the Board of Education the possibility of fixing up the tennis courts to make it usable space. He said that he thought that could be a joint effort and although the space may not be put back as tennis courts, it could be used for recreation of some kind. He said that if the Town could help try to find grants to help the children it would be a logical area to begin.

Ms. Kuiper stated that the Town Crew should be commended for the snow removal and cleaning up for the Farmer's Market. She said that businesses had to shovel in front of their shops after a storm.

Ms. Kuiper stated that the Artisan's Group had a meeting to plan this year at the Farmer's Market. She said that Ms. Nancy McTear designed a brochure but did not think it had been printed yet. Ms. Kuiper thought that the brochures could be printed from the revenues given to the Town by the artisans and could be distributed at the Visitors Center and other Town locations. Ms. Kuiper noted that the artisans had also requested a handout listing all of the restaurants in Town because visitors asked quite frequently where to dine.

Ms. Kuiper stated that she would like the website linked to Nancy McTear's website for the Farmer's Market as the current page for the Farmer's Market was out of date.

Ms. Kuiper stated that the Downtown Chestertown Association site, linked on the website, was also out of date.

Mr. Shoge stated that he received some complaints regarding the vehicle site lines exiting Mt. Vernon onto Campus Avenue. He said that he thought the yellow curb had to be extended so that there was a clear view when someone was trying to turn onto Campus Avenue.

Mr. Shoge stated that the proposed cycling club seemed to be gaining attraction and the inaugural ride will be on April 2<sup>nd</sup> from Chestertown to Galena.

Mr. Shoge stated that at the forum held on February 10<sup>th</sup> there was discussion about the lack of African Americans represented at meetings. He said that he would like to change the perception and host a Council meeting at Big Mixx's Barber Shop. He said that he thought it would be a good idea for outreach. Mr. Stetson stated that he thought it might set a bad precedent to begin holding meetings outside of Council chambers. Mr. Ingersoll suggested that the forum arranged for March 10<sup>th</sup> for the C-1 district be held at Big Mixx instead. The Council agreed. Mr. Shoge stated that he would speak to Mr. Barrett to see if that would work.

Mayor Cerino stated that he thought it would be a nice idea for Mr. Shoge to hold a ward meeting in Washington Park. He said that he would be happy to go with him for a roundtable discussion.

Mr. Stetson stated that he thought that the Town did a super job cleaning up after the snow storms.

Ms. Nancy McGuire of the Downtown Chestertown Association stated that the DCA presented a proposal to create a parking lot on the Town yard off of Cannon Street for merchant parking. She read a letter into the record.

Mr. Shoge asked if a formal parking study was done in Chestertown. Mayor Cerino stated that there was a study that recommended parking meters to keep traffic flow fluid. Ms. Gross stated that she would like to have parking signs installed to direct people to the parking locations in Town.

**There being no further business, Mr. Stetson moved to adjourn the meeting at 9:28 p.m., was seconded by Ms. Gross and carried unanimously.**

Submitted by:   
Jennifer Mulligan  
Stenographer

Approved by:  
Chris Cerino  
Mayor

As the central node of downtown Chestertown and arguably the most important green space in our County Seat, Fountain Park is more than deserving of the attention of a Strategic Planning Committee that will study the following:

1. The Restoration of the most vulnerable assets of the park: soils, plants, and tree (roots).
2. The Protection of the assets that may be restored by improving function (better pedestrian flow with intended entries and exits) and spatial fitness (perhaps widening paved paths, sidewalks, and gathering spaces).
3. The Enhancement of the park's features and function by providing protection of the vulnerable assets with paving or low decorative fencing.

The Town has been provided with updated site information, soil studies, and a preliminary design that shows options for design development over the long term. Framed by this research and the consult of a landscape architect and arborist, the appointed committee would create a plan that would include the funding needed for incremental action in a long term plan for park renovation and maintenance. This plan would be presented on April 21, 2014—the day before Earth Day.

Proposed committee members/stakeholders:

(1) Nancy McGuire representing the DCA and Historic Commission, (2) Nancy Butler representing *Curb Appeal*, (3) Owen McCoy representing The Farmers' Market, (4), (5), (6) Nora Carey, Michele Schweikle, Barb Macbeth representing the Chestertown Garden Club, (7) Kees DeMooy representing Town Hall, (8) Linda Kuiper representing Town Council, and (9) ~~Beverly Miller~~ representing the artisan market.

*Wanda Gorman*

These public meetings would be announced in full accordance with Maryland State Law and possibly held in the upstairs KC Chamber of Commerce meeting room, or in the Town Hall, or in the KC Public Library in the evening from 5:30 to 6:30 every other Wednesday (?) beginning February 26<sup>th</sup>—giving ten days ahead notice after the announcement on the 17<sup>th</sup>.

We therefore have four meetings or two months to get this done.