

**MAYOR AND COUNCIL  
NOVEMBER 18, 2013**

Mayor Margo Bailey called the meeting to order at 7:40 p.m. In attendance were Council members James R. Gatto, Linda Kuiper, Mabel Mumford-Pautz and Mauritz Stetson, W. S. Ingersoll, Town Manager, Jennifer Mulligan, Stenographer, and guests.

Mayor Bailey asked if there were any additions or corrections to the minutes of the Mayor and Council Meeting of November 4, 2013 and the executive session of the same date. **Mrs. Mumford-Pautz moved to approve the minutes of the Mayor and Council meeting of November 4, 2013 and executive session as presented, was seconded by Mr. Stetson and carried unanimously.**

Mayor Bailey stated that cash on hand and in the banks was \$2,117,618.72

Mayor Bailey asked for a motion to pay bills. **Mrs. Mumford-Pautz moved to approve payment of the bills as presented, was seconded by Mr. Stetson and carried unanimously.**

Mayor Bailey stated that an executive session was called to order at 9:12 p.m., November 4, 2013 to discuss a personnel matter. In attendance at the meeting were Councilmembers James R. Gatto, Linda C. Kuiper, Mabel Mumford-Pautz and Mauritz Stetson, along with W. S. Ingersoll, Town Manager, Jennifer Mulligan, Stenographer, and Chief Adrian Baker. The Council made one motion for a police hire. The meeting adjourned at 9:20. Minutes were taken and are part of the record.

Mayor Bailey introduced Bob Diss from Lindsey & Associates, LLC, who presented the audit for year end June 30, 2013. Mr. Diss stated that the Town received an unmodified opinion (unqualified opinion) for this year's audit and he understood that it was the 17<sup>th</sup> year of unqualified opinions. Mr. Diss stated that there were no material weaknesses or deficiencies in the internal control of the Town.

Chief Baker gave the police report for October 2013. Chief Baker stated that there have been two (2) armed robberies at Town businesses within the past couple weeks in the late night/early morning hours. He said that the police have been visiting businesses on a daily basis and all police agencies were working together to find the persons responsible. Chief Baker asked that doors and windows be locked, especially doors that are not main entrances for customers. The police would provide escorts for a bank drops to any business in Town.

Mr. Ingersoll stated that there was a joint assistance agreement in the process of being signed with Queen Anne's County.

Mrs. Mumford-Pautz asked if there could be more foot patrol in her ward.

Mr. Ingersoll stated that according to the Town Charter, within 48-hours of the closing of the polls, the Board of Supervisors of Elections shall determine the vote cast for each candidate and certify the results of the election to the Town Manager and that the minutes should be recorded at the Mayor and Council meeting.

Mr. Ingersoll stated that the Board of Supervisors of Elections met on Wednesday, November 6, 2013 to count the final tally for Mayor, First and Third Wards as follows:

Mayoral:	Bill Arrowood	263
	Sarah Brown	90
	Chris Cerino	604
	Armond Fletcher	41
	Holly Geddes	21
	Thomas Hayman	7
	Linda Kuiper	266
First Ward:	Liz Gross	263
	Jim Gatto	153
Third Ward:	Mabel Mumford-Pautz	125
	Samuel Shoge	205
	Alex Smolens	49

Mr. Ingersoll stated that this was a complicated election and Ms. Mulligan did a tremendous job, along with the Board of Elections Supervisors, Kent County Board of Supervisors of Elections and the State of Maryland. Mr. Ingersoll stated that there were never so many candidates before and there were large crowds with only minor delays.

Mr. Stetson stated that this was the most professionally run election and said he watched the absentee ballots being counted and was impressed with Ms. Mulligan and the Board of Supervisors of Elections and their work.

Mr. Ingersoll stated that he signed a permit today for the Christmas parade, which would be held on Saturday, November 30<sup>th</sup> at 10:00 a.m. The Christmas tree would be lit on Friday, November 29<sup>th</sup> at 7:00 p.m.

Mr. Ingersoll stated that the 4<sup>th</sup> of July fireworks would cost more this year because the shooters had to be separately insured. Mr. Ingersoll stated that the present shooters donate their services for free and the cost of insuring them would have to be added to the show. He said insurance would probably approach \$4,000.00 and the fireworks cost \$10,000.00.

Mr. Ingersoll stated that he would like to ask for permission to use the College site again for this year's 4<sup>th</sup> of July fireworks. Ms. Kuiper stated that this year the 4<sup>th</sup> of July fell on a First Friday and thought it should be a big celebration downtown.

Mrs. Mumford-Pautz stated that there should be more advertisements for donations to the fireworks.

**Ms. Kuiper made a motion to approve fireworks and insurance, was seconded by Mrs. Mumford-Pautz and carried with four in favor, Mr. Stetson opposed.**

Mr. Ingersoll read a letter from Mr. Bob Knapp of the Lions Club expressing his thanks to the Town and the street crew for the 2013 Chestertown Halloween Parade. Mr. Stetson stated that Mr. Knapp did a wonderful job with the parade and should be thanked himself.

Mr. Ingersoll stated that trees were planted in the bump-outs on High Street last week by Sharp Tree Service and looked great.

Mr. Ingersoll stated that he visited Garnett Elementary school and met with Ms. Stacey Clark, principal. He said that the 4<sup>th</sup> grade Social Studies class would be invited to Town Hall to play Mayor and Council and learn the civics of a small town.

Mr. Ingersoll stated that there was an issue of buses unloading and cars parking in the wrong direction on Kent Circle. Mr. Ingersoll stated that Head Start rented space in the school and had been using the rear entrance. He said that the buses will now load and unload behind the school, and they were working on the parking problem. Chief Baker stated that he thought the principal was proactive when she learned there was a problem.

Mr. Ingersoll stated that there was a bid opening for the Margo G. Bailey Community Park for a \$32,000.00 grant to plant trees. Mr. Ingersoll read the bid results into the record. Sharp Lawn and Tree Service had the highest number of trees with one hundred sixty-eight (168) which included a 1-year warranty. Mr. Ingersoll stated that Sharp would meet with the Tree Committee. **Mr. Ingersoll recommended the bid be awarded to Sharp Lawn and Tree. Mr. Stetson moved to award the tree planting bid to Sharp Lawn and Tree Service, was seconded by Mrs. Mumford-Pautz and carried unanimously.**

Mr. Ingersoll stated that he sent the Council the report on Rt. 514 from the State Highway Administration. He said that estimates for the project were incredibly high. Mr. Ingersoll stated that the Town was working on the Gateway Park and would like to weave it into this plan for a safer intersection. Mrs. Mumford-Pautz stated that additional lighting was needed and people should wear lighter clothing at night when they were walking.

Mr. Gatto stated that State Highway was not viewing Rt. 514 as a Town street. Mayor Bailey stated that the community was vocal about what they wanted for the area. Mr. Ingersoll recommended that they stay on the issue until something is done.

Mayor Bailey stated that she would like each Councilmember to judge their Ward's Christmas decorations. She said that she will judge the business award and daytime

award. Mayor Bailey stated that due to the timing of the meetings, she would ask that the winners' names be given to Ms. Mulligan by Monday, December 20<sup>th</sup> and they would be announced at the first meeting in January 2014.

Mayor Bailey stated that Evergrain had a request to the County Commissioners for a license for off-premises sale of wine, which was scheduled for December 3<sup>rd</sup> at 6:00 p.m. The Council made no comment.

Mayor Bailey stated that at the next meeting she would like to adopt a Resolution formally including the Green Team as a Town Committee. Mayor Bailey read the Green Team's mission statement into the record. The Council agreed.

Mayor Bailey stated that she would like to have an executive session to discuss legal services for the Quaker Neck Sewer line. **Mr. Stetson moved for an executive session under Section 10.508 of the Annotated Code of the State of Maryland, was seconded by Mr. Gatto and carried unanimously.**

Mr. Gatto asked that Town Hall and the Visitors Center put lights on for December's First Friday so that the Town looks inviting.

Mr. Gatto stated that he thought the incoming Mayor and Council should speak with the Town attorney so they were familiar with the Open Meetings Laws. Mayor Bailey stated that she would like the open meetings law to be distributed to the incoming Council.

Ms. Kuiper stated that it would be nice to offer trees to businesses if they needed to replant trees that died. Mr. Ingersoll stated that all a business had to do was call the Town Office and the Tree Committee would select a tree to be planted or replanted.

Ms. Kuiper stated that she would like to see Mr. Gatto remain on the committee that was being formed to locate a place for the new Police Department.

Mrs. Mumford-Pautz stated that the lighting on the 600 block of High Street is out. Mr. Ingersoll stated that two (2) of the lights belong to Shared Opportunity Service and the rest belong to K&L. Mr. Ingersoll stated that he would speak to the owners about getting the lights back on.

Mrs. Mumford-Pautz stated that someone put out cones and a porta john on High Street. She asked that the cones be removed and that the toilet be relocated to the back of the property. Mr. Ingersoll stated that he thought the project was nearly done.

Mrs. Mumford-Pautz stated that residents of Mount Vernon Avenue have asked for a painted one-way arrow to remind drivers that it is a one-way street.

Mrs. Mumford-Pautz stated that she would like Lynchburg to Calvert to be made one way from High Street to Calvert Street with parking permitted on one side only. She said she also had a request for the 400 block of Calvert Street for residential parking only.

Mrs. Mumford-Pautz stated that Mr. Cecil Saunders passed away. Mr. Ingersoll stated that he began working for the Town on September 1, 1975, which was also his first day.

Mrs. Mumford-Pautz stated that Mr. Bob Thompson also passed away.

Mr. Stetson stated that Angelica Nurseries donated \$1,500.00 worth of shrubs and trees for the dog park. He said that the "Friends of the Dog Park" has received almost \$3,000.00 in donations for the Dog Park.

Mr. Stetson stated that he would not be present for the first meeting in December.

Mayor Bailey stated that she thought directional signs to the Dog Park would be helpful. Mr. Stetson agreed.

Mr. Ingersoll stated that Mr. John Moag sent a request for an \$8,000.00 match on a study to be done by Ayres, Saint, Gross. Mayor Bailey stated that she did not want to approve money being spent when she did not know what it was for. She said that she would like the Waterfront Committee to do a presentation of their findings. The Council agreed. Mr. Stetson suggested a special meeting with the Waterfront Committee in the near future.

Mayor Bailey stated that the MVA bus would be in Chestertown on December 16<sup>th</sup> and 17<sup>th</sup>.

There being no further business, **Mrs. Mumford-Pautz moved to adjourn the meeting at 8:56 p.m., was seconded by Mr. Gatto and carried unanimously.**

Submitted by:

  
Jennifer Mulligan  
Stenographer

Approved by:

  
Margo G. Bailey  
Mayor

**SUMMARY  
EXECUTIVE SESSION  
NOVEMBER 4, 2013**

Mayor Bailey called executive session to order at 9:12 p.m., November 4, 2013 to discuss a personnel matter. In attendance at the meeting were Council members James R. Gatto, Linda C. Kuiper, Mabel Mumford-Pautz and Mauritz Stetson, along with W.S. Ingersoll, Town Manager, Jennifer Mulligan, Stenographer and Chief Adrian Baker. The Council made one motion for a new police hire. The meeting adjourned at 9:20 p.m. Minutes were taken and are part of the record.

**TOWN OF CHESTERTOWN  
STATEMENT FOR CLOSING A MEETING**

Location: Town Meeting Room

Date: Nov. 18, 2013

Motion by: Mauritz Stetson

Seconded by: James R. Gatto

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
James R. Gatto	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linda C. Kuiper	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mabel Mumford-Pautz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mauritz Stetson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**STATUTORY AUTHORITY TO CLOSE SESSION**

**State Government Article §10-508(a)**

- (1)  To Discuss:
- (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
  - (ii) Any other personnel matter that affects one or more specific individuals.
- (2)  To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.
- (3)  To consider the acquisition of real property for a public purpose and matters directly related thereto.
- (4)  To consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.
- (5)  To consider the investment of public funds.
- (6)  To consider the marketing of public securities.

- (7)  To consult with counsel to obtain legal advice on a legal matter.
- (8)  To consult with staff, consultants, or other individuals about pending or potential litigation.
- (9)  To conduct collective bargaining negotiations or consider matters that relate to the negotiations.
- (10)  To discuss public security, if the public body determines that public discussions would constitute a risk to the public or public security, including:
  - (i) the deployment of fire and police services and staff; and
  - (ii) the development and implementation of emergency plans.
- (11)  To prepare, administer or grade a scholastic, licensing, or qualifying examination.
- (12)  To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- (13)  To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosure about a particular proceeding or matter.
- (14)  Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

TOPICS TO BE DISCUSSED:

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REASON FOR CLOSING:

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