

**Regular Meeting
Town of Preston
March 9, 2009**

The regular meeting was called to order by Commissioner Ellery Adams at 7:00 p.m. Also present were Commissioners Bill Mills and Robert Stacey and Mimi Willis.

Attendance: Gary Waltemeyer, Bill Willis, Dave Thomas, Jo Pion, Dawn Dickinson, Keith Woolsoncroft, Officer April Black, Sgt. Marcus Trise, Harold Moxley, Donald Willoughby, Abby Schmidt of the Times Record.

Public Works Report: Robert Stacey read the Public Works report. Dale reported

- on Feb. 4th they spread salt throughout the town due to the snowstorm.
- he scraped and graded Railroad Avenue again
- the truck broke down twice this month and had to be repaired
- he installed a frostproof hose bib at the shop
- he had a burst pipe creating a leak in the basement of 108 Maple Ave. and turned the water off
- he repaired a water leak on Main St.
- he repaired a storm grate break at Sunset and Main
- he built a utility table for the shop to hold a small copier and a fax machine
- he repaired both lights at the Welcome signs
- he installed a new electric outlet at the shop
- he gathered information for the annual water audit.

Police Report: Ellery then turned the floor over to Police Commissioner Bill Mills so he could introduce the new police department. Commissioner Mills introduced Officer April Black and Sgt. Marcus Trise who is the acting officer in charge. Sgt. Trise then gave his report from February 20 to March 1st:

- he and Officer Black created a schedule that meets the Town's police needs. The schedule creates 7 days a week coverage, due to 12 hour staggered shifts.
- Caroline County will have schedules 3 months in advance in order to concentrate their patrol in the Town
- a new portable radio unit was purchased and placed in service through a Homeland Security grant.
- the remaining radios were adjusted, fixing a long time standing problem assuring no more accidental communications with adjacent departments.
- in-car video cameras were installed which will be beneficial during traffic stops and for training
- the current police reporting software is now being used
- a representative of All Traffic Solutions, manufacturers of our speed radar unit, gave all full time employees training on the proper use
- he also received and installed a software update for the unit. The Police Dept. and Public Works will be working in conjunction utilizing the unit
- he then outlined some of his March objectives including in the immediate future he will be issuing press releases of crimes that have taken place within the Town since the community can be a valuable resource for witnesses and the added benefit of crime prevention.

Ellery introduced Sgt. Trise to Abby Schmidt of the Times Record. Ellery then said he recalled Marcus was sworn in on October 30, 2008 and he just began working February 20, 2009. He said Officer Black was sworn in on December 15, 2008 and she just began working also. He then welcomed them aboard.

Ellery then said Commissioner Mills has recommended that Sgt. Trise be appointed Chief. Commissioner Mills made a motion to appoint Sgt. Trise Chief of Police, seconded by Robert Stacey, unanimously carried.

Unfinished Business: A discussion was held regarding grading for the new building. Ellery read the bids for grading: Jack Mills Excavating - \$3,455.00 and East Coast Excavating - \$3,400.00. Robert Stacey made a motion to accept the bid from East Coast Excavating, seconded by Bill Mills, unanimously carried.

- Ellery said Public Works is working on the Fooks Ave. ditch bids. Jack Mills has been awarded the bid and will start tomorrow.
- After a discussion on replacing the water meters, the Commissioners decided to hold off on their replacement.
- Caroline Hospice requested to be on the agenda for the April meeting and Ellery said it is o.k.

New Business: Ellery asked Dave Thomas to give his financial report for the Town of Preston.

- Dave said it was an unqualified report, everything looked good, and the Town is in sound financial position.

- He reported the General Fund balance is \$586,000. which is an increase of about \$65,000. Property tax assessments went up and created an increase in property tax revenue; a full year of the new development under increased assessment. The income tax rate went up. He said that the property tax assessments should be coming down in the next two to three years which will decrease the property tax revenue, and Mimi said they already are. The archiving equipment was purchased for \$15,000. and paying it off was a smart financial move.
- The Highway Fund which is a special revenue fund had a balance of \$226,000. It actually had a loss this year of \$24,000. One of the reasons is the speed sign cost of \$18,500. came out of the highway funds and the highway user revenues dropped about \$4,600. Also, on Division St. and the alleyway in Chambers St., we did about \$10,000 worth of upgrades. All that ended up with a \$24,000. loss as opposed to a \$28,000. profit last year.
- The Water/Sewer funds were up about \$12,500. The sewer rates were increased and there was a full year on the new development. The actual loss for the year was \$10,200. on water and sewer compared to \$34,900. last year. By adding back the depreciation, it looks like water and sewer made \$55,000. on a cash basis.
- Ellery introduced Mike Campbell, Director of the Caroline County Health Clinic who spoke on behalf of the Clinic
- The bills for March were unanimously approved to be paid
- Caroline County Planning requested to be put on the agenda for April meeting to discuss the Comprehensive Plan. Ellery said o.k.
- Ellery asked Mimi about our grant application for replacing the water line and laterals on Main St. She said that MDE has received our grant application.
- Ellery said we need two new election judges.
- Mimi said the wind speed test at the lagoon was done for 17 days in the early morning and the wind was only 6.6 mph. Another test will be conducted with better equipment.

Ellery then read a Statement Regarding Robert Reed's Dismissal From Employment.

Meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Fran Johnson

On February 9, 2009 at 4:09 p.m. Commissioners Ellery Adams, Bill Mills and Robert Stacey voted to hold a Special Meeting to consider a motion to go into an executive or closed meeting under OMA Article 10-508 (a) section (1)(i)(ii). . All three Commissioners voted for closure. A closed meeting was held February 9, 2009 at the Preston Police Dept. at Jensenstead from 4:10 p.m. to 4:40 p.m. . Commissioners Ellery Adams, Bill Mills and Robert Stacey were present, along with Chief Robert Reed. The meeting was closed under OMA Article 10.508(a)(1)(i) and (ii) to discuss personnel issues. The meeting was adjourned at 4:40 p.m.

On February 9, 2009 at 4:41 p.m. the Special Meeting was reopened by Commissioners Ellery Adams, Bill Mills and Robert Stacey. The Special Meeting was adjourned at 4:42 p.m.

On February 13, 2009 at 2:59 p.m. Commissioners Ellery Adams, Bill Mills and Robert Stacey voted to hold a Special Meeting to consider a motion to go into an executive or closed meeting under OMA Article 10-508 (a) section (1)(i). . All three Commissioners voted for closure. A closed meeting was held February 13, 2009 at the Preston Town Hall from 3:00 p.m. to 4:50 p.m. . Commissioners Ellery Adams, Bill Mills and Robert Stacey were present, along with Mimi Willis and Marcus Trise. The meeting was closed under OMA Article 10.508(a)(1)(i) to discuss personnel issues. The meeting was adjourned at 4:50 p.m.

On February 13, 2009 at 4:51 p.m. the Special Meeting was reopened by Commissioners Ellery Adams, Bill Mills and Robert Stacey. The Special Meeting was adjourned at 4:52 p.m.

On February 23, 2009 at 5:59 p.m. Commissioners Ellery Adams, Bill Mills and Robert Stacey voted to hold a Special Meeting to consider a motion to go into an executive or closed meeting under OMA Article 10-508 (a) section (1)(i)(ii). . All three Commissioners voted for closure. A closed meeting was held February 23, 2009 at the Preston Town Hall from 4:10 p.m. to 4:40 p.m. . Commissioners Ellery Adams, Bill Mills and Robert Stacey were present, along with Town Manager, Ann Willis, and Town Attorney, Walter Palmer, and Chief Robert Reed. The meeting was closed under OMA Article 10.508(a)(1)(i) and (ii) to discuss personnel issues. The meeting was adjourned at 6:40 p.m.

On February 23, 2009 at 7:00 p.m. the Special Meeting was reopened by Commissioners Ellery Adams, Bill Mills and Robert Stacey. At 7 p.m. the Special Meeting and Work Session were opened. In attendance were Commissioners Ellery Adams, William Mills, Robert Stacey and Town Manager, Ann Willis. Commissioner Adams announced that Chief Robert Reed has been discharged from employment by the Town of Preston. Specific reasons could not be discussed due to personnel rights.