

**Regular Meeting
Town of Preston
November 2, 2015**

The regular meeting was called to order by Commissioner Douglas VanDerveer at 7:00 p.m. Also present were Commissioners Jerry Stallings and Robert Stacey, and Town Clerk Carol Steffy. Attendance: Walter Palmer, Katie Willis, Star Democrat; Russell Dukes, PVFC; Steven Hildenbrand.

Meeting minutes:

Jerry made a motion to approve the minutes of the previous meeting as presented, seconded by Robert and unanimously approved.

Police Report was read by Doug.

- 145 hours assigned with a total of 26 assignments
- 143 calls for service
- 2 reports taken
- 32 Traffic stops
- 49 traffic violations – 14 citations and 35 warnings –0 SEROS -0 must appear

Public Works Report for October 2015:

- Pumped 1,754,700 gallons of water
- Discharged 2,234,450 gallons of wastewater
- Had a storm come through town at the beginning of the month. Prepared for a hurricane, however it wasn't nearly as bad as predicted. The only problem we had was minor flooding from clogged storm drains. We were able to keep up and had no damage.
- Had to repair several lights at town hall and on the town shop, both inside and out. Almost all are working again, however we still need to replace a ballast in a light in the town office.
- Had to monitor several homes in town after they received high water bills. Two were able to make minor repairs to help the problem and one only needs to conserve.
- Had to do quite a bit of clearing on the railroad tracks that lead to our discharge pipe in hunting creek. We hadn't been back there since May and it had grown up quickly.
- Scraped and graded the parking lot and driveway to the sewer plant.
- Installed approximately 20 new meters in town
- Patched holes on Maple Ave, Chambers St and Railroad Ave
- Repaired several meters that needed new lids or needed their lids raised or lowered.
- Cleaned the gutter on Chambers St.
- Cut grass this month, probably for the last time this season.

Administrative Report for October 2015:

- Responded to phone/visitor inquiries/email

- Sent out violation notices for David George
- Prepared agendas, attended meetings, prepared minutes
- Assisted TGM representatives in audit preparation – completed
- Md. Dept. of Budget and Management – ADA reporting

Processed:

- water/sewer payments
- accounts receivables
- accounts payables
- building permits
- daily mail
- deposits
- payroll

Corresponded:

- Personnel and workers' compensation
- With GE Solar re: presentation to Commissioners on solar panels
- With State Highway engineer regarding sidewalk renovations
- With Caroline County Tax Office regarding filing of deeds, outstanding Monies owed to Preston
- With Maryland Assessment and Taxation office re: Choptank Transport Property.

Planning & Zoning Report for October 2015:

1. Pharmaceutical Production Facility - Walt Palmer has prepared the ordinance on this issue, and it has been adopted on 10-5-2015.
2. Bob met with Kathy Markel of the Caroline Tourist Bureau to acquire tourism information that can be posted in our meeting room. At this time they are unable provide any literature for our use.
3. The demolition ordinance is complete except for two signatures (one commissioner and a witness)
4. The house at 149 Main Street was demolished. The garage and shed buildings still remain. The reuse of the site is unknown at this time.
5. The Douglas house / Junior Order at 105 Wright Street is over grown with shrubbery and in a state of disrepair. The owner should decide to restore the structure or have it demolished. It is an historic building built in 1880.
6. There are two dead trees one at 103 Harmony Road and one at 105 Harmony Road which could be a hazard and should be removed. Two 16" dia. trees have been removed at 103 Carolin Court by the owner.
7. Sprinklers are required in new houses as of 1 July 2015. The County Commissioners are trying to have this requirement as an option. Since 1 July no permits have been issued for new houses in the County and in Preston.
8. A person representing Dollar General called recently who has an interest in locating a store in our Town, preferably somewhere on Main Street. He spoke to Provident bank they said the old bank building at 239 Main Street is under contract.
9. The Maryland General Assembly has directed the Maryland Department of Planning to change the 6 year review cycle of the comprehensive plan to a 10 year review cycle period. All planning commissions must include in their annual report a narrative on the

comprehensive plan implementation status and the growth tier map (see letter from Maryland Dept. of Planning dated 1 Sept. 2015). At this time we are currently updating our 2005 comp. plan, the septic tier map and the growth tiers which have yet to be developed. We, the Town, need to work the details with David Dahlstrom our regional planner, office in Chestertown 410-819-4084 or daviddahlstrom@maryland.gov.

New Business:

Pay Bills for October 2015. On a motion of Jerry, second of Robert, and a unanimous vote, the Commissioners approved payment of the bills for October 2015.

Commissioner's comments: None

Public comments: None

Adjournment - Meeting was adjourned at 7:12 p.m. on a motion of Jerry, second of Robert.

Respectfully submitted,

Carol Steffy, Town Clerk