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**TOWN OF NEW WINDSOR**  
**211 High Street - P. O. Box 609**  
**New Windsor, Maryland 21776**  
**Minutes - Council Work Session**  
December 21, 2015

Mayor Roop called the work session meeting to order at 7:00 p.m.

**Present:** Mayor, Neal C. Roop, Council members – Dave Hoffman, Ed Palsgrove, Wayne Blacksten, Kimberlee Schultz and Ed Smith. Also present, Town Manager, Frank Schaeffer, Water/Sewer contractor, Jack Coe, Town Clerk, Donna Alban and Town Attorney, Michelle Ostrander. There were 6 others in attendance.

**Approval of November 16, 2015 minutes** – A Motion by Councilmember Palsgrove, 2nd and approved 5-0.

**New Windsor Middle School Closing** - 3 parents, Rosemary Kisinger, Elizabeth Delida and Heather McKenzie spoke to the Mayor and Council with their concerns for the closure of the school. The main topic of discussion was the issue of ADA non-compliance at East Middle School, Ms. Kisinger has filed a State complaint and Councilmember Smith has filed a federal complaint regarding this issue. New Windsor is ADA compliant. Although the Council cannot lead the campaign to not close the school, the Town can support those protesting the closure. Town Attorney Ostrander will check with the Town of Hampstead to see if they are filing an appeal on the decision to close and let the Mayor and Town Council know the results of her findings.

**Streetscape Pedestrian Lighting - Town** Manager passed out minutes from the SHA of Md. Office of Highway Development from Dec. 14<sup>th</sup>, 2015 regarding the pedestrian lighting as part of the MD 31 project. Those in attendance from New Windsor were Mayor Roop, Town Manager Schaeffer and Councilmembers Wayne Blacksten & Edward Smith. Manager Schaeffer also passed out several pages of lighting post top choices that the Council should review for discussion at the January Work Session. There was also a copy of the preliminary concept pedestrian lighting as prepared by SHA's engineers JMT (Johnson, Mirmiran & Thompson) Decision from the Town by 19<sup>th</sup> or 20<sup>th</sup>. They want a Memorandum of Understanding.

**Town Manager –**

**WWTP Paving** was done today.

**WWTP Pavilion** – roof is on. A water line was hit during the process, and cost of \$1200.00 to repair will be split between the Town and the Contractor.

**Lagoon** – Finally received authorization form MDE to land apply sludge.

**Town Hall sign** – New sign cost approximately \$7,000.00 There is sufficient money already in the budget for Town Hall repairs to cover the cost. – Town Manager to proceed with a new sign within budget.

**Pumping Stations** – complete moving to finalization in mid-January. Total \$755,000.00 original amount \$920,000.00 leaving \$165,000.00 to address some of the Town's I & I problems. USDA would like to loan the entire amount. A discussion resulted in a Motion by Councilmember Palsgrove, 2<sup>nd</sup> by Hoffman and approved 5-0 to use the entire \$920,000.00 with the \$165,000.00 to be applied to the I & I issues.

**College and Blue Ridge Ave. project** – 3 proposals were received, - ARRO, CLSI and JMT – Committee put together of Debbie Butler – Chief engineer of Carroll County, Town Manager Schaeffer and Councilmembers Dave Hoffman and Wayne Blacksten to review the proposals. Town Manager meeting with Debbie on January 11<sup>th</sup> and will then bring those results to the rest of the committee for a recommendation to be given at the January work session on the 19<sup>th</sup>.

**Councilmember Schultz – New Website - A** Motion by Councilmember Schultz to approve Kohn Creative, 2<sup>nd</sup> by Councilmember Smith, approved 5-0.

**Mayor –** Cal Ripken Sr. Foundation sent an e mail today on the preliminary plans for a new ballfield. He will forward it along.

**January and February meetings will be the 3<sup>rd</sup> Tuesday at the Fire Department meeting room.**

**A Motion to adjourn the Work session was made at 8:50 p.m. by Councilmember Palsgrove, 2<sup>nd</sup> and approved 5-0.**

Respectfully submitted,  
Donna Alban, Town Clerk