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

October 16, 2017

**Present:** Vice-President of Council – Ed Palsgrove, Councilmembers - Kimberlee Schultz, Ed Smith and Dave Hoffman. Also present, Town Manager, Frank Schaeffer, and Circuit Rider, Mike Reynolds. There were 2 others in attendance.

**Call to Order:** Regular Work Session– Call to order at 7:00 P.M. by Vice-President Palsgrove.

**Approval of September 18, 2017 minutes:** A Motion by Councilmember Smith to approve, it was 2nd and passed 4-0.

**Agenda Items:**

- **The Future of Waste Management in Carroll County** – power point presentation by Kristen Brown with assistance from Dusty Hilbert of Carroll County, Town Council is interested in moving forward with a Public meeting to bring awareness of various programs
- **FY 2017 Audit –A motion by Councilmember Hoffman to approve, 2<sup>nd</sup> by Councilmember Smith , approved 4-0.**
- **Notice of Request to Release Funds DHCD Grant -**
- **Unregistered Vehicles**– Town Manager and Town Attorney prepared a sample letter that will be sent to offenders after review and input by the Council.

**Town Manager:**

**Blue Ridge and College Avenue Update -** Blue Ridge and College Grant Process

October 6	Environmental Review Response (ERR) period concluded No adverse responses received.
October 9	Notice of Intent to Request Release of Funds published, 10 day response period begins.
October 18	Conclusion of 10 day response period
October 28.	Notice and ERR forms sent to DHCD

**Former New Windsor Middle School**

Michelle and I met with representatives of the Springdale Preparatory School in regard to the potential purchase and use of the school by Springdale Prep. In addition Springdale Prep is considering the construction of a dormitory on the school site to house bordering students and staff.

The current land use designation is Conservation Public Use. The designation allows for public uses and environmental resource protection. As a first step there would need to be a determination that the requested use is an appropriate use.

The use of the school as private boarding school and the construction of dormitories would at the very least require an action by the Zoning administrator and the Planning Commission. Zoning text amendments may be preferable to more clearly define what is permitted. There may be other sections of the code which will need to be amended as well.

The construction of dormitories raises issues of sewer and water capacity, building height, fire protection.

### **WWTP Tank Corrosion**

A conference call was held on 10/123 in regard to tank corrosion that is occurring. The call included CST the tank manufactures, Mid –Atlantic the tank dealer and installer, Kappe the plant designer, Mayor Roop, Councilman Palsgrove, Jack Coe, FGS.

CST has presented a settlement offer. The Town purchase the replacement panels for \$20,000.00. Mid-Atlantic offers to install the panels for \$13,000 per tank or \$39,000.00. CST will provide no warranty and accept no liability.

CST requested acceptance of the offer by November 10<sup>th</sup>. CST denies failure in the tank and blames an upset in the plant process.

### **Mayor- Not in attendance**

### **Council Items: Nothing**

**A Motion to adjourn the Work session was made at 8:35 p.m. by Councilmember Schultz ; it was 2<sup>nd</sup> and approved 4-0.**

Respectfully submitted,  
Donna Alban, Clerk/Treasurer