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TOWN OF NEW WINDSOR
211 High Street - P. O. Box 609
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Council Work Session Minutes

October 15, 2018

Call to Order of Regular Work Session: Mayor Roop at 7:00 p.m. There were 20 others in attendance.

Present: Mayor Roop, Councilmembers – Sandee Custen, Ed Palsgrove, Ed Smith, Kimberlee Schultz and Dave Hoffman. Also present, Town Attorney, Ostrander, Water/Sewer Contractor – Jack Coe and Town Clerk, Donna Alban. Town Manager Dye was not in attendance.

Approval of Minutes: A Motion by Councilmember Smith to approve the September 17, 2018 minutes. It was 2nd by Councilmember Palsgrove and approved 5-0.

Agenda Items:

Rental Housing and Commercial Enterprise Ordinance No. 10-03-18- A discussion with the 10 landlords that were in attendance. Public hearing will be held-date and time will be published in the Carroll County Times.

Snader's Summit Public Works Agreement –Revisions have been made to the agreement and Mayor and Town Council have the most current draft to review. Paul Mueller, the developer was in attendance. After a discussion, Town Council is in agreement to do a surety bond vs. letter of credit. Revision(s) discussed tonight will be incorporated into the agreement and a final copy will be prepared.

FuTuRe PAYT Pilot Program discussion with landlords – A letter was sent to all landlords asking for their attendance tonight. A total of 10 landlords attended. A discussion with Kristen Brown, representative of Waste Zero, Dusty Hilbert from Carroll County Solid Waste, Mayor, Town Council and landlords.

209 High Street- L1 Building Purchase Update – After discussions between the Town and Danny and Jacqui Shugars, owners of property located at 132 Church Street, the following items will be required to gain use of rear of 209 High Street for the Town's access.

- Blacktopping of parking lot, 1 time – 2 estimates received
- striping of the parking lot for 9 spaces
- legal agreement covering ingress and egress, relaxation of parking requirements. Town attorney to prepare documents.
- Town will cover annual cost of a dumpster to be shared by the Town PW department and Shugar's tenants
- Town will provide snow removal for the first 45' off of Spoerlien Drive

FY18 audit – A presentation of FY18 audit by Michael Samson from Zelenkofske Axelrod, LLC. A Motion by Councilmember Palsgrove to approve the audit, 2nd by Councilmember Hoffman and approved 5-0.

A Motion by Councilmember Hoffman to adjourn the regular Work Session meeting to enter into Closed session was made at 9:07 p.m. It was 2nd by Councilmember Palsgrove and approved 5-0.

Respectfully submitted,
Donna Alban, Clerk/Treasurer