

INEAL C ROOP
MAYOR
Email:
NRoop@NewWindsorMD.org

Phone: 410-635-6575
Fax 410-635-2995
Email:
Info@NewWindsorMD.org

TOWN OF NEW WINDSOR
209 High Street - P. O. Box 609
New Windsor, Maryland 21776
Council Work Session Minutes
November 16, 2020

Call to Order of Regular Work Session Via Zoom: Mayor Roop at 7:00 p.m.

Present: Mayor Roop, Councilmembers – Terry Green, Dave Hoffman, Ed Palsgrove, Kimberlee Schultz and Edward Smith. Also, present, Town Manager Dye, Town Attorney Ostrander, Town Clerk/Treasurer Alban, Town Sec/W-S Billing Clerk Bartoszak, PW Director Myers and 4 others.

Call to Order: Mayor Roop called the regular November 16, 2020 Work Session to Order at 7:03 p.m.

Approval of Previous October 19, 2020 Minutes: A Motion by Councilmember Palsgrove to approve the minutes, 2nd by Councilmember Hoffman and approved 5-0.

Agenda Items:

W/S Monthly Billing: Diversified Technology President, Tom Tobin presented information to the Mayor and Town Council regarding monthly billing options for the water/sewer bills. After a short discussion, the Council decided that billing would remain as quarterly with residents being able to decide to pay the quarterly amount or submit 3 monthly payments as currently shown on their bill.

Town Website – Page Vs. Group: After a short discussion, Council decided to switch the Town’s Facebook to a page. Councilwoman Schultz will set this up and the Town Facebook Group will be ending December 31, 2020 with plenty of notice being given for everyone to switch to the new page.

2020 Road Paving RFP – Update:

Town Manager Dye reports that CPE completed the paving of all streets covered under their agreement and the 2 additional segments approved of Manning Drive and a lane of Main Street where the recent water leak repair was done. There are a few minor punch list items that need to be completed and final invoicing will occur after completion. Town Manager Dye will provide the final numbers at a later meeting. Town Manager Dye reminds everyone that Highway User Revenue (HUR) distributed to municipalities can only be used to pay or finance the cost of transportation facilities ie. construction, reconstruction or maintenance of roads or streets. HUR cannot be used to lower w/s base rates or anything other than roads or streets within the municipal limits.

College Avenue Safety Fence Update: Town Manager Dye contacted the President, Erin Burke of Frederick Fence to express the Town’s frustration with how long the start of installation of the fence has taken. Mr. Burke phoned the Town Manager and

installation started today and should be completed within 2-3 days. Town Manager Dye would like to Thank the residents of College Avenue affected by this for their patience during the project.

December 2020 Work Session: A decision was made to not have a Work Session meeting in December.

A Motion at 7:50 p.m. to adjourn by Councilmember Smith, 2nd by Councilmember Green and approved 5-0.

**Respectfully submitted,
Donna Alban, Clerk/Treasurer**