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TOWN OF NEW WINDSOR  
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## Town Council Special Work Session Minutes

April 17<sup>th</sup>, 2023

**Call to Order of Regular Work Session in person and via Zoom:** Mayor Roop at 7:00 p.m.

**Present in person:** Mayor Neal Roop, – Vice-President and Councilmember Kimberlee Schultz Councilmembers, Sharon Gribbin-Lindemon, Kevin Cornick. William Holl and Dave Hoffman were present. Also present, Town Clerk Mangus and Town Manager Dye. There were 2 ZOOM attendees and 0 in person.

**Approval of March 20<sup>th</sup>, 2023, Meeting Minutes:** A Motion by Councilmember Gribbin-Lindemon to approve, 2<sup>nd</sup> by Councilmember Cornick and approved by a vote of 5-0.

### **AGENDA ITEMS:**

- **Project Open Space Projects**
  - Skate Park
    - Contacted 7 other Municipalities 6 out of 7 responded.
    - All agreed concrete features are the best, however expensive.
    - Visited Taneytown, Sykesville, and Westminster
    - Sykesville cost \$522,700 in 2015.
    - Taneytown original budget for park was \$195,000 with concrete costing \$155,000. Town expanded the concrete portion and concrete construction alone was \$185,00—No total revised costs at this time.
    - Westminster cost was just shy of \$300,000 in 2014.
    - Hampstead Park was constructed in 2018 by American Ramp Company at a cost of \$40,000.
  - Half\*Count Basketball Court
    - Atlee Ridge Open Space area.
    - A good location would be the Atlee Ridge Pump Station parking area to keep the court elevated out of the flood plain.
    - Other items to consider are basketball post and goal, line striping, fencing.
  - Sulfur Springs Park
    - Storm drain replacement to enhance drainage, grading, possible landscaping.
    - Likely to install a new larger pipe depending on depth of cover.
- **Public Alert and Notification Options**
  - Kohn Creative currently does our website and can create a phone app.
    - \$4,600 for the first year
      - \$4,000 to develop then addition \$50 a month.
    - \$600 a year after the first year

The council wished to hold off on this for the time being.

- **Sprinkler Fees**

- Currently bill 4 locations for Sprinkler Fees
- Fees were established around the early 2000's.
- Collection based on square footage of building; rate \$.025 per gallon projected use.
- Suggest increasing rate to \$.0435 per gallon projected.

The council wished to move forward with this, and a letter will be drafted for business to be notified.

- **Paving Update**

- Several delays on Church Street
- On Friday 4/14 base paving was completed with surface paving starting today.
- Church Street is \$245,000 with a current HUR balance of \$353,584.
- The remaining HUR balance is \$108,584.
- Discussion needed on what paving to do next.
  - Lower Main – Church St. to High St.
  - Water St. – Main St to WWTP
  - Robertson Dr. – Pilson Dr. to Hillside Dr.

Motion to move forward with the paving on Robertson Drive and Water Street made by councilmember Hoffman and 2<sup>nd</sup> by councilmember Cornick approved by a 5-0 vote.

Motion to use up to but not exceed \$50,000 of general fund money to cover the difference of the above paving projects made by councilmember Cornick and 2<sup>nd</sup> by councilmember Gribbin-Lindemon.

**Announcements**

- Beautification Day has moved to April 29<sup>th</sup>.
- The Candidate Forum next Tuesday will be for Candidates Only stream via YouTube or the Carroll Media Center website.

**A Motion at 9:05 p.m. to close the meeting was made by Councilmember Cornick, 2<sup>nd</sup> by Councilmember Schultz and approved by a vote of 5-0.**

Respectfully submitted,  
Dana Mangus  
Town Clerk/Treasurer