

**COUNCIL OF THE TOWN OF BLADENSBURG
WORK SESSION MINUTES
December 11, 2023 - 5:30 PM**

CALL TO ORDER

Mayor Takisha James called the meeting to order at 5:30 pm.

Those in attendance were Council Members Blount, McBryde, Brown, and Dixon. Also in attendance were Code Supervisor Rinehart, Deputy Chief Dickerson, Treasurer Tinelli, and Town Administrator Michelle Bailey-Hedgepeth.

APPROVAL OF AGENDA

Mayor James requested a motion to approve the meeting agenda. CM Brown motioned, and McBryde seconded the motion. The motion passed 5-0.

APPROVAL OF MINUTES

Council Member Blount motioned to approve the November 13, 2023, minutes, which Council Member Brown seconded. The motion passed 5-0.

APPEARANCES

None

OLD BUSINESS

1. Board of Election Supervisors Update

The Town Administrator provided an overview of the December 6, 2023 BOSE meeting. This included items discussed future actions of the group. Staff will work with the board on policies and procedures and provide the Council with updates. The Council took no action on this report.

2. Pedestrian Safety Update

Deputy Chief Dickerson and the Town Administrator provided an update from the State Highway Administration (SHA) meeting held on December 7. The follow-ups included the fatal incident update and more information on the crash report to the state's attorney's office. There was discussion on another signal on Annapolis Road and improving biker and pedestrian safety throughout Annapolis Road and around Peace Cross.

NEW BUSINESS

- 1. Budget Schedule Update:** Treasurer Tinelli provided an overview of the Town Budget Schedule and meeting plan for FY2025 beginning in February for the Mayor and Council to review.

2. **COG Appointments and Committees:** The Town Administrator presented the list of one-year committee assignments and provided information on the previous Council and staff assignments. The Town Council members had a discussion based on interest. Below are the results of the discussion.

- Region Forward Coalition- Town Administrator Bailey-Hedgepeth, alternate Treasurer Tinelli
- Human Services Policies Committee- CM Blount, alternate Chief Collington
- Climate, Energy, and Environment Policy- Mayor James, alternate Town Administrator Bailey-Hedgepeth
- Chesapeake Bay and Water Resources Policy- CM Brown, alternate CM Dixon
- Food and Agriculture Region Member Policy- CM McBryde, alternate CM Blount (Mayor James was discussed)

3. **Town Administrator updates on Town Events and Projects**

a. **Recently Completed Items -**

Port Towns Sector Plan in November and December

- Flood Channel Project- Right of way agreement in November
- Tree Planting Program: Joe's Movement and CKAR
- Bond Bill Funding: Aman Trust regarding Bostwick House restoration and a new Town Hall
- Two Holiday Meal Distributions- Thanksgiving and Christmas at Bladensburg High School on November 18 and December 9, 2023
- Shop with a Cop- December 9, 2023

b. **Upcoming Events**

- Night with Santa- Elizabeth Seaton- December 13, 2023
- Santa Claus Coming to Town- Santa visits the Port Towns- December 19, 2023

4. **Review of Agenda Items for the Regular Session** by the Town Administrator

The Town Administrator provided an overview of Town Events and Projects. A written report was provided as part of the presentation.

- a. **Budget Adjustment 4-2024:** Approval of a budget adjustment for expenses related to the Technical Assistance Panel, consulting services, and other related expenses for the Bostwick House project using ARPA funds (\$50,000).
- b. **Budget Adjustment 5-2024:** Approval of a budget adjustment to add recently awarded CDBG PY 48 R Projects expenses. For \$290,000 for 57th Avenue Sidewalks/Paving and Bridge repairs projects
- c. **Contract Approval 11-2024:** Approval to allow the Town Administrator to execute a contract with Urban Land Institute to conduct a Technical Assistance Panel (TAP) in April/May 2024 for \$25,000 and consulting services for \$25,000.
- d. **Resolution 3-2024:** Approval of Town application for Grant / in-kind funding with the Cleanwater Partnership for a municipal tree program. The Police Department will support this program.

- e. **Resolution 4-2024:** A resolution of support for the Port Towns renewal of the Sustainable Community designation with the Department of Housing and Community Development.

ADJOURNMENT

Mayor James calls for the end of the meeting. Council Member Blount motioned to adjourn the meeting, which Council Member McBryde seconded. The motion passed 5-0 at 6:30 PM.