

**TOWN OF COLMAR MANOR
WORK SESSION
TUESDAY, FEBRUARY 5, 2013
7:00 P.M.**

CALL TO ORDER:

Mayor Michael E. Hale called for a motion to call the meeting to order at 7:02 p.m.

Motion made by Council Member Blue to call the Work Session meeting to order.
Seconded by Council Member Jackson.

PRESENT AT THIS MEETING:

Michael E. Hale, Mayor
Lois Ann Blue, Council Member – Ward 1
Cynthia Bowden, Council Member – Ward 2
Vivian Jackson, Council Member – Ward 3
Doreatha Epps, Council Member – Ward 4
Tracy Stone, Media Coordinator
Daniel Baden, Clerk-Treasurer
John Barr, Town Attorney
Brian Gibson, Chief of Police

HANDICAP PARKING 39TH PLACE

Council Member Blue stated that a citizen requested to have the handicap parking space on 39th Place be removed to allow for more parking on the street. The handicap space was originally installed for the Larson family who has moved from town. Another resident four houses down the street also needs the handicap space.

It was the consensus of the Council to have the handicap parking space remain in its original location for other residents with handicap parking permits.

PARKING PERMITS

Chief Brian Gibson gave overview of issuing proposed parking permits in the town. He gave details regarding the approximate number of permits to be issued for each home including visitor passes.

Dan Baden advised everyone that the cost of issuing and maintaining a permit program would be excessive to the town. He suggested only issuing parking passes to residents who live on streets that do not have driveways rather than the whole town.

Mayor Michael E. Hale suggested having a Public Hearing regarding parking permits within the town to ascertain the residents' opinions.

It was the consensus of the Council to have a Public Hearing regarding parking permits in the town. A notice of the Public Hearing is to be sent to all residents.

Tracy Stone, Media Coordinator suggested having a separate mailing for a Public Hearing and not notification via the newsletter.

The Public Hearing is to be held on Tuesday, March 12th at 7pm during the Town Meeting.

Mr. Barr, Town, Attorney said that former Chief Keeney had worked on this issue three years ago and he would send Chief Gibson the documentation from his investigation.

MARYLAND STATE COMMISSION ON ETHICS

John Barr, Town Attorney stated that the Maryland State Board of Ethics had granted the town an exception to the ethics laws on January 24, 2013.

NATIONAL NEWS

John Barr, Town Attorney stated that the deal between the Port Towns CDC and the National News Agency to purchase their property had been terminated.

Mr. Barr gave a history of the negotiations with the Port Towns CDC and the National News Agency.

KIDS IN THE PARK DAY – MAY 18TH

Council Member Jackson stated that she would like to go forward with Kids in the Park Day on May 18th again this year. This is an activity done on a National level.

Council Member Blue confirmed that the function would be under the umbrella of the Recreation Department with the assistance of M-NCPPC.

Council Member Vivian Jackson agreed to be the Chair of Kids in the Park Day 2013.

It was the consensus from the Council to participate in National Kids in the Park Day 2013.

EMPLOYEE APPRECIATION

Council Member Jackson stated that she would like to propose a quarterly appreciation program for a selected staff member that has gone beyond their line of duty. Council Member Jackson suggested a \$100 gift card or equivalent.

Mayor Hale questioned the criteria that the employees would have to meet to qualify.

The Council would have to approve the person suggested for the award recommended by Dan Baden or a Department Head.

Dan Baden suggested a luncheon on a quarterly basis for all employees and awards on a semi-annual basis.

Dan Baden will bring a policy for employee appreciation to the next Worksession.

Discussion:

Mayor Michael E. Hale questioned if the Police Department would like a student to help in the office to earn community service hours. They agreed to the assistance.

PERSONNEL DISCUSSION

Daniel Baden, Clerk-Treasurer stated that he had a meeting with the employees to discuss the Council's concerns. He gave feedback from the meeting.

Mr. Baden stated that he received a resignation letter from Toni Baden, Bookkeeper.

Mr. Baden suggested hiring another person to fill the Bookkeeper position and was given approval by the Council.

ADJOURNMENT

Mayor Michael E. Hale adjourned the meeting.