

**MAYOR AND TOWN COUNCIL WORK SESSION**  
**TOWN OF SNOW HILL, MARYLAND**

**Work Session**

**1-7-2020**

A work session with Mayor and Town Council of Snow Hill, Maryland was held at the Train Station at 200 Belt Street on Tuesday January 7, 2020 with Alison Gadoua presiding. The meeting was called to order at 4:30 pm.

**PUBLIC OFFICIALS PRESENT**

Councilwoman Alison Gadoua  
Councilwoman LaToya Purnell  
Councilwoman Melisa Weidner  
Tammy Simpson  
Chief McGee  
Margot Resto  
Don Giancoli  
Jeré Johnson

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**MEETING MINUTES**

11-26-19 session minutes were presented for approval with minor edits.

**DON GIANCOLI**

- Council shared info about salaries should increase next election
- Council expressed wish that there be no shifting salaries from one dept to another, such as to the Town Manager's salary, can't be done without Council approval, just stating so
- Don stated – budget process, how it has been done, should be done
  - o We use program budgeting, Finance Manager's printout organized by program
  - o Town size of Snow Hill, may be better to run the programs down the page, should be able to project where things are going in at the end of the year
  - o Do budget adjustments throughout the year
  - o 6 mo budget adjustment/review
  - o Capital Improvement Plan – 5-year, show that we are using surplus balance after enacting funding toward programs, then can justify needing grant funds
  - o Asked Council for suggestions, needs with process
  - o Don said meeting in early Feb, with Mayor and Council and dept heads, get priorities, then they go back and develop budget with input from Council; then return to meet sometime in March with proposed budgets, do budget workshop
  - o Format with message that goes along with budget to explain to Council, residents
  - o Council expressed agreeing with Don's ideas, priorities, message
  - o Narrative needed to better communicate numbers
  - o Don will communicate with dept heads and Council
  - o Budget session for early Feb will be planned

## **LSLT PRESENTATION**

- Sturgis Park Butterfly house
  - o Thanks for support of ideas, pollination station and butterfly house
  - o Challenge has been finding big money, all of us looking for money
  - o Spoke with Mayor and Ann, concerned
    - Couldn't give longevity guarantee because of possible development
    - Public/private partnership – how guarantee donor –
      - Are there funding levels with Town

Butterfly house – up to 20-year lifespan; What does Council want; How to address future gifts

Facility is meant to econ develop, business and private investment

Council Alison – wants to meet w/LSLT, look at space, come back and make an educated decision; have her support; Council Purnell – confused – thought that it was a go, set in stone

LSLT – come up with plan, phases after 10 years, decommission, have plan for honoring donors

New exhibits in LSLT building

## **WEBSITE MINUTES AND JOB POSTINGS**

People want to watch videos/listen to audio

Job descriptions/postings

- Full-Time Admin
- Part Time Police
- Public Works

New hire Media Marketing Promotions Coordinator now can update/maintain website

## **COMMENTS**

When dept heads find out when they have to have budget ready, Feb bring priorities/ideas to council, THEN prepare budgets after council input

Recycling truck – sometimes too small for cardboard, need to use trash truck

New Christmas lights in budget? Blue lights not vintage looking; maybe get all alike/warm color to match vintage ones; talk to Ann in April when she purchases decorations

Resident – reason for cameras? Missed meeting. Chief explained.

## **ADJOURNMENT**

A motion was made to adjourn, the motion received a Second. All in favor to adjourn. The time was 5:27 pm.