

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

**Work Session**

**4-28-2020**

A work session with Mayor and Town Council of Snow Hill, Maryland was held via telephone conference due to the COVID-19 protocols on Tuesday April 28, 2020 with Mayor Weber presiding. The meeting was called to order at 4:30pm.

**PUBLIC OFFICIALS PRESENT**

- Mayor Gary Weber
- Councilwoman Alison Gadoua
- Councilwoman Melisa Weidner
- Councilwoman Regina Blake
- Jeré Johnson
- Ann Gibb
- Margot Resto

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**MEETING MINUTES**

Meeting minutes were presented for approval.

2/12/2020 – Budget session: Motion to approve, seconded, approved.

4/1/2020 – Budget Session: Motion to approve, seconded, approved.

4/7/2020 – Work Session: Motion to approve, seconded, approved, with minor edit.

**Main Street**

Jere – discussed 2020 Implementation Plans to be on same page going forward

Diana – clarify – This is a draft from where we were coming from in the Feb meeting; just a starting point to look at what we can accomplish, of course can't do all, especially due to COVID. Just an FYI document at this point. Just trying to align with Town. Jere and Lorissa nothing to add.

Mayor – well lined up and spelled out. Where the price is – an estimate? No written estimates from vendors.

Diana – no quotes, just a starting point to begin prioritize.

Mayor – nice to see it delineated, do appreciate extra information. Move on to request for funds from DHCD grant due tomorrow.

Diana – Companion grant application to strengthen Riverwalk appl that Ann is working on, Bank Street application. Campion Hruby – more detailed design. We are looking for leverage from Sturgis to Downtown to encourage foot traffic and downtown area. Other grant – told by Main street that more money available, so apply. Were awarded \$2500 by County, need match.

Alison – just saw email with additional information. Are we voting to provide a letter of support for grants? Town need to match funds – voting on letter of support? Or completely separate grant?

Diana – which are you referring to - Bank Street or Riverwalk? No match for Promotion one.

Ann- no match required. If offer a match, looked on with more favor. Got figures from Campion Hruby for approx. \$68,000. No way, so he sent in another estimate for approx. \$36K, still high. Maybe go after part of it? Maybe Council put up \$7K? Are you willing to match, and if so how much?

Lorissa – is that for Bank or Riverwalk?

Ann – Riverwalk.

For Main street – no match required.

Ann – are you willing to do matching funds for mine? Due tomorrow also.

Melisa – where funds come from?

Ann- I think it would come from Capital Improvement fund.

Mayor – recommend not matching anything there at this time. Putting in walkways and planting, have basic drawings already, and we could put it out for bids, doesn't cost us anything. Might do it incrementally, extend boardwalk all the way to behind Bank building. Then go for ideas to go across Rt 12 into Gateway Park. A lot of money for more papers to look at. Maybe we could put up \$10K for construction, save resources for actual construction of project. Could put that verbiage in letter. Discussion on what may be in final plans. Not waiting until have all money for it, do it in phases.

Alison – where is the money coming from?

Mayor – Capital Improvement, budget amendment, parks and rec, look at numbers, get a little bit from each pot.

Alison – mess up Ann for tomorrow's deadline.

Ann – pick off a piece and do landscape architecture for \$16K. Have better chance if Town says yes support with own money.

Lorissa – when in mtg in Reisterstown, went into detail about project narrative; explain what priority amount is, of the 36K, then give priority amount of 16k – how project would look if you could only get the lesser amount.

Ann- that is helpful.

Alison – makes sense to get that smaller amount that doesn't require us to match, since we don't have our ducks in a row tonight.

Melisa – without looking at budget hard to make the call, going for 14K makes more sense.

Resident – if you make a financial commitment, and don't get grant, then you don't have financial commitment.

Mayor – if we do get grant, then we're committed.

Ann – won't know until next fiscal year.

Mayor – summarized discussion, what is being decided on. All in agreement, no money come from us, recommend going with letter of support.

Melisa and Regina – agree with support.

Mayor – asked for all in favor of 2 letters of support for grants, all in favor. No matching at this time, but support Town’s grant, all in favor.

All Council will sign in the AM prior to grant deadline tomorrow.

### **Butterfly House MOU**

Alison – discussion of support of LSLT – Butterfly House down by River, attract people to Town; donor letters ready, plans ready as soon as commitment for Town, who is responsible for what, did research, put together some things we have to all be on the same page about; all agree on design and location; makes sense, attractive looking; encourage going to LSLT

Mayor – touch on points, have a few questions, good base, need a lot more information, consequences and responsibilities, only concerns are generalities; need to get it to our attorney, give general overview of what MOU covers?

Alison – purpose is to outline what house is, how used, structure behind it, how long keep house here, give us assurances that it wouldn’t be moved, verbiage that we agree that LSLT maintain house with grants, Town will assist, agree to provide a permanent recognition to memorialize donors when house no longer assists – photo of original home of House, etc.; when you walk in, having plaques of people who donated; Town making sure that it had water/sewer; insurance – need clarity on this, who pays/holds policy; but if part of it is permanent structure on Town property – would Town need policy for this; these are factors that we all need to be on same page. Need thoughts, questions from Council.

Melisa – what would structure look like? Norfolk has one, surprised that it wasn’t more architecturally forward; think it would be a good attraction, get attorney to help, completely for this.

Regina, to Alison – are you in for this?

Alison – I’m Chair and spearheading this. Mayor, have things you’d want, questions?

Mayor – yes, have questions on MOU, design and location – figure out, drawing I’ve seen, not sure who got those, maybe not done by a professional, not sure of scale, not sure of impact on Riverfront; professional designer would help

Kate - David Quillen architectural drawings to determine some pricing; I think you guys are on the mark on MOU, definitely need to nail down particulars, was a starting point; love to work with Town to see it to fruition

Mayor – paid a lot of money for plans by Riverwalk, how would this jive with Riverwalk, would like to see conversation about the Butterfly House and Gateway to River, those two designs have to gel; regular and consistent hours – probably seasonal, Winter not much activity; keep it visually pleasing for Town – make sure it’s attractive in Winter too, maintenance responsibilities; other grants coming up that would be helpful; love idea, make sure it’s done well; MOU leaves it open to review after 3 years to adjust contract, recommend Council and Kate, if you’re happy the way it is, or add to the MOU, then let attorney weigh in and get clarification

Alison - can we send architectural rendering to Campion Hruby? Could be walking down Bank Street and see Butterfly House, would be great to see; get ball rolling and make steps

Mayor – Champion Hruby would love to see this and see if it fits; where money come from to pay for it; maybe Ann make phone call to Jack to see how much to comment on placement?

Ann- Jack is not in favor of putting a hoop house where garden is now; moved closer to building of LSLT; can ask him; they have a different concept of where it would be

Alison- old Delmarva Power electric things would have to be removed and cost a ton of money

Ann – LSLT – what would they be in favor of? Other side between bank and LSLT

Kate – reason why we chose the area, full sunlight, has specific requirements, has to be there or maybe not at all; willing to put energy and resources, or do it somewhere else or not at all

Mayor – maybe talk with someone more favorable to it other than Champion Hruby, maybe be more solid structure down the road

Kate – glass conservatory not effective for native habitat; hoop house is used is because you can take cloth mesh off, people can walk garden, what habitat is like when winter comes, allows it to breathe and be exposed to weather.

Mayor – I’ve learned a lot tonight. Let’s get MOU in front of attorney; schedule conversation with who did building, heights, more information; LSLT get assurances that we’re all in

Alison – put specific structure so all agree what it looks like

Mayor – agree, makes sense. Forwarded drawings, will type up points discussed, send to Margot to send to Kevin

Kate – thank you for all work put in, respect that it’s a process we need to work through

### **ELECTION**

Resolution – discussion on specifics of communication; Resolution read by Margot Resto.

Motion to approve, seconded, all in favor. Passed unanimously. Will be posted in paper, letter for each Eastern District registered voter.

Alison – didn’t open up to public for comments.

Mayor – you’re right. Anyone have comments or questions about Resolution?

No comments made.

### **ADJOURNMENT**

A motion was made to adjourn, the motion received a Second. All in favor to adjourn. The time was 5:49 pm.