



**Commissioners of Barclay, Maryland**  
**Brian R. DeMoss, President**  
**William Wallace, Commissioner**  
**Norman Clough, Commissioner**  
**Deborah E. Bowden, Clerk-Treasurer**

**Minutes**  
**Barclay Town Meeting**  
**July 19, 2017**  
**101 Church Lane, Barclay MD 21607**

Present: Brian DeMoss, President  
Joseph Clough, Commissioner  
William Wallace, Commissioner  
Debbie Bowden, Clerk/Treasurer  
Members of the public (see sign in sheet)

Commissioner DeMoss called the meeting to order at 7:15 p.m.

Old Business:

Minutes of the June 21, 2017, Town Meeting were presented. Commissioner Clough moved to accept the minutes. Commissioner Clough noted to correct Dave Thomas to Dave Taylor. The motion was unanimously approved with no further discussion.

Treasurer's Report from June 2017 was presented. Commissioner Clough moved to accept the Treasurer's Report. The motion to accept the Treasurer's Report was approved with no further discussion.

Public Safety Report – Sheriff's Office – Mrs. Bowden reported for Lt. Dwayne Embert that there is no public safety information related to the Town of Barclay. Lt. Embert did communicate that the Queen Anne's County Sheriff's Office has two portable radar signs for temporary placement in Barclay. The Commissioners agreed that the signs be set East side of town on Route 302 westbound (driving west from Templeville) and the South side of town on Route 313 northbound (near the Post Office).

ORDINANCE NO.: 2017-02 AN ORDINANCE TO APPROVE THE ACQUISITION OF CERTAIN REAL PROPERTY COMMONLY KNOWN AS THE MARVIN MEMORIAL UNITED METHODIST CHURCH FOR PUBLIC PURPOSES public hearing. Mrs. Bowden noted that the Memorandum of Understanding between the Town of Barclay and Marvin Memorial United Methodist Church is not executed yet, pending resolution by the Church officials of an issue with the Maryland State Department of Assessments and Taxation. She stated that once the Memorandum of Understanding is signed, it will be made a part of the Ordinance No.: 2017-02. President DeMoss stated that the survey of the Church property is complete and will be sent to the Town Attorney. Commissioner Wallace moved to adopt Ordinance No. 2017-02. The motion was unanimously approved with no discussion.



**Commissioners of Barclay, Maryland**  
**Brian R. DeMoss, President**  
**William Wallace, Commissioner**  
**Norman Clough, Commissioner**  
**Deborah E. Bowden, Clerk-Treasurer**

Queen Anne's County "North County" Meeting, Paige Tilghman, Director, Economic Development Department – Mrs. Tilghman reported that the Department is developing an economic development study in coordination with the County's comprehensive plan update for the North County. The county is particularly interested in development opportunities as a result of anticipated additional traffic along U.S. Route 301 corridor after that portion of the roadway in Delaware is completed as a freeway. The County is interested in learning about development opportunities in the towns. Mrs. Tilghman asked if the Town of Barclay is interested in participating in an economic impact study. President DeMoss replied yes. She stated that funding for the study has not been identified yet. She will share a scope of work and ask for input from the town on the study.

Mrs. Tilghman noted that while there is hope to land a single large employer, the expectation is to help grow small businesses.

President DeMoss noted his concern that chicken house development surrounding the Town of Barclay is hampering the Town's economic development. He would like to see Queen Anne's County make it a conditional use and require that chicken house developers inform the towns so that representatives from the towns are knowledgeable about public hearings.

Dave Taylor asked if there are plans for more overpasses for roadways that intersect with U.S. Route 301. Jean Fabi, Queen Anne's County Economic Development Department, answered that the County Commissioners are looking at the traffic impacts of the additional traffic along the U.S. Route 301 corridor.

Street lighting project update – Mrs. Bowden reported that the new streets lights should be installed soon, and that the replacement of current sodium lights to LED street lights is underway. She also presented for signature an Agreement with Choptank Electric to install street lights in its service area, south side of MD Route 302, west of the railroad tracks. The cost for the Choptank Electric service is \$56.91 per month, which is within the expenditure limit in the FY2018 budget.

Trap Hill Ditch / Drainage update – President DeMoss reported that State Highway Administration replaced the culvert and will return to blow out the pipe if necessary. Commissioner Wallace noted that works still needs to be done to stabilize the culvert.

Website development update – Mrs. Bowden reported that the website is complete. She noted that each Commissioner has a town email now. President DeMoss will provide for a live view of the website at the August meeting. He also suggested adding the web address to all Town documents. Mrs. Bowden will send email and mail announcing the website. President DeMoss will have a banner printed with the website address to place in front of the town office.



**Commissioners of Barclay, Maryland**  
**Brian R. DeMoss, President**  
**William Wallace, Commissioner**  
**Norman Clough, Commissioner**  
**Deborah E. Bowden, Clerk-Treasurer**

Portable radar speed sign – As noted under the Public Safety Report, the Queen Anne’s County Sheriff’s Office will place temporary radar signs. Commissioner Wallace connected with a potential vendor at the Maryland Municipal League conference and is waiting for response.

Roll off update – Commissioner Wallace is donating a trash dumpster for use by town residents. The dumpster will be available for another week.

Safe deposit box – Mrs. Bowden reported that Commissioner Clough and she checked the safe deposit box at PNC Bank. It contained deeds for town property. It was decided to close that box, and to put those document and future documents in a fire resistant safe in the town office. Commissioner Wallace moved to purchase a safe. The motion was unanimously approved with no further discussion.

New Business:

Planning Commissioner Appointment – The Planning Commission recommended to the Commissioners of Barclay, Maryland that Mike Haley be appointed as Planning Commissioner. Commissioner Clough moved to appoint Mike Haley as Planning Commissioner. President DeMoss and Commissioner Clough voted in the affirmative. Commissioner Wallace abstained. Mike Haley was sworn in.

ORDINANCE NO.: 2017-03 AN ORDINANCE TO APPROVE A MEMORANDUM OF AGREEMENT FOR DEBORAH E. BOWDEN TO PROVIDE ADMINISTRATION SERVICES TO THE TOWN OF BARCLAY; PROVIDING THAT THE TITLE OF THIS ORDINANCE SHALL BE DEEMED A FAIR SUMMARY AND GENERALLY RELATING TO ADMINISTRATION SERVICES IN THE TOWN OF BARCLAY, MARYLAND was introduced. Mrs. Bowden noted that each Commissioner has a copy of the draft agreement to review. There were no further questions or comments. The ordinance will be presented for adoption during the September 20, 2017, Town Meeting.

Trash service – Mrs. Bowden reported that in follow up to the discussion during June 21, 2017, Town Meeting, there is no contract with current service provider Republic Services. President DeMoss asked if the service costs have increased; Mrs. Bowden did not have an answer to that question. President DeMoss will research that information. Mr. Bob Nicholson commented that Republic Services have been damaging his trash cans. Commissioner Clough noted that he spoke to Bates Trucking and Trash Removal at the Maryland Municipal League convention. The company would like to submit a bid. The Commissioners would like to get bids from other trash service providers. Mrs. Bowden will put out request for bid.

President DeMoss reported that the street sweeper will be through once a month. He will have the dirt and mud removed from the side streets before next meeting so that the street sweeping is more effective.



**Commissioners of Barclay, Maryland**  
**Brian R. DeMoss, President**  
**William Wallace, Commissioner**  
**Norman Clough, Commissioner**  
**Deborah E. Bowden, Clerk-Treasurer**

Code enforcement services – As a result of discussion during the June 21, 2017, Town Meeting, the Commissioners were to research alternative service provider for code enforcement. Commissioner Clough spoke to representatives from the Town of Betterton, who said that town uses David George. Commissioner Clough will attend the next Town of Betterton town meeting to get more information.

Discussion on real property tax structure for professional residential rental companies – As a result of discussion during the June 21, 2017, Town Meeting, Commissioner Clough noted that the Maryland Municipal League has a rental licensing fee. Mrs. Bowden will get more information and report back at the September 20, 2017, meeting.

Discussion on abandoned property surcharge - As a result of discussion during the June 21, 2017, Town Meeting, President DeMoss noted that the Town of Denton levies a surcharge on abandoned properties. Mrs. Bowden will get more information and report back at the September 20, 2017, meeting.

August meeting staff coverage – Mrs. Bowden will not be attending the August 16, 2017, Town Meeting.

#### Correspondence:

Public information requests re: election – Mrs. Bowden reported that the Town received a public information request on June 23, 2017, requesting information on the outcome of the June 12, 2017, election. She responded to the requestors on June 27, 2017. The Town received a second public information request on July 19, 2017, requesting voter registration names and addresses. She is in the process of responding to this request. President DeMoss asked the requestor, Frederick Preston, Jr., the purpose of his request. Mr. Preston replied that the purpose is personal. Mrs. Sammie Crossley, Supervisor of Board of Elections, offered to show the 2017 Election ballots to Mr. Preston. Mr. Preston stated that he does not wish to see the ballots.

#### Public Forum:

Mr. Bud Story suggested looking into a plaque acknowledging that the oak tree behind the Town Office is an off-shoot from the Wye Oak. Mrs. Bowden noted that Mr. Donald Urie has a certificate, and she will reach out to him to get the certificate.

Mr. Bob Nicholson asked why Commissioner Wallace cannot have his business in town. President DeMoss replied that Commissioner Wallace has been issued a permit for road service business with a road service truck and tow truck. President DeMoss stated that the property is not zoned commercial. Commissioner Wallace recused himself from the meeting until the discussion was over. The discussion turned personal. The discussion ended, and Commissioner Wallace returned to the meeting.



**Commissioners of Barclay, Maryland**  
**Brian R. DeMoss, President**  
**William Wallace, Commissioner**  
**Norman Clough, Commissioner**  
**Deborah E. Bowden, Clerk-Treasurer**

Mrs. Crossley noted that the street drainage on MD Route 313 is affected by debris that washes from the south side of town. President DeMoss noted that this happens because MD Route 313 is higher than Maple Lane, and after sewer is installed, a road project can start to build up Maple Lane.

Mr. David Taylor thanked Mrs. Bowden for providing the public information as he requested in June.

Mr. Tony Winchester asked for clarification about location of street lights from Choptank Electric. Mrs. Bowden replied that there will be three poles and lights on properties where Choptank already has right of way.

Mr. Frederick Preston asked why Planning Commissioner or other town officials are appointed instead of elected. The Charter of the Town of Barclay provides that the only elected officials are the Commissioners; all other officials are appointed. Mrs. Bowden noted that citizens can request to be appointed to a position before the Commissioners. Mr. Preston requested that the Commissioners consider making a change to the Charter that requires all officials for the Town of Barclay be elected.

Announcements:

The next Town Meeting will be Wednesday, August 16, 2017, 7:00 p.m. at Marvin Memorial Church, 101 Church Lane, Barclay, MD 21607.

Please check the website ([barclaymaryland.com](http://barclaymaryland.com)) and the bulletin board outside of the Town Office for public meeting and hearing dates, times, and locations, including changes and cancellations.

All Commission meetings are conducted in Open Session unless otherwise indicated. All or part of the Commission meeting may be held in Closed Session pursuant to the Maryland Open Meetings Act and by vote of the Commissioners.

President DeMoss moved to adjourn. The meeting was adjourned at 8:15 p.m.

Respectively submitted by Deborah Bowden, Clerk-Treasurer



Commissioners of Barclay, Maryland  
 Brian R. DeMoss, President  
 William Wallace, Commissioner  
 Norman Clough, Commissioner  
 Deborah E. Bowden, Clerk-Treasurer

Sign-in Sheet  
 Barclay Town Meeting  
 July 19, 2017  
 101 Church Lane, Barclay MD 21607

NAME	CONTACT INFO (PHONE NUMBER OR EMAIL) OPTIONAL
Jean Fabi	jfabia@gac.org
David Taylor	
Thurston Harris	
Tony Winchester	
Grayson Jeffers Jr	410-778-1313
Johnnie Harris	
Evalena Burke	<del>410</del> 302 724 7125
Paige Tilghman	GAC Co. Eco Dev 443 262 6078
John & Janet Hewitt	john.hewitt@gmail.com