



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

**Minutes  
Barclay Town Meeting  
February 21, 2018**

**Town Meeting Hall, 101 Church Lane, Barclay MD 21607**

Present: Brian DeMoss, President  
Joseph Clough, Commissioner  
William Wallace, Commissioner  
Debbie Bowden, Clerk-Treasurer  
Tony Winchester  
David Taylor  
David King  
Flora Bordley  
Thurston and June Harris  
Grayson and Alice Jeffers  
Justin Crossley  
Sammie Crossley  
Frederick Preston

Commissioner DeMoss called the meeting to order at 7:16 p.m.

Old Business:

Minutes of the January 17, 2018, Town Meeting was presented. Commissioner Clough moved to accept the minutes. The motion was unanimously approved with no further discussion.

Treasurer's Reports from January 2018 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 – No report.

Administrator Report – Debbie Bowden reported on the following:

- Comprehensive Plan update – beginning the update
- Marvin Memorial Church Building donation – insurance process is complete
- Speed limit signs – SHA is undergoing a traffic engineering study
- Trap Hill Ditch – Results of research on Town purchasing the "ditch." The Town would have to purchase the property from each individual property owners. The property owner is responsible for maintenance of the ditch; the Town can clean the entire ditch as a service to property owners. If this service is to be provided, will need an estimated cost to add to FY2019 budget. Mrs. Bowden clarified that the ditch that runs through Town is a tax ditch, therefore, the county will not pay for cleaning it out. Further research is needed.



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- Attended Maryland Department of Planning “A Better Maryland” outreach meeting
- Maryland Open Meetings Act – Commissioner Wallace completed training
- Sewer Project Update – Mrs. Bowden read the following email from Town of Sudlersville Town Manager, Jo Manning:

“We have received proposals from two banks, Peoples Bank and Queenstown Bank. The Commissioners requested additional information before voting on the bank to use for the interim funding. The plans and specs are being rewritten due to the changes to the original plans and the effect of the annexation previously completed. Once they have been rewritten they must be approved by MDE and USDA; then a construction permit, sediment control permit, utility permit, and other waivers must be obtained prior to putting the job out to bid (DNR approval due to the line going under the stream between the two towns, MTA approval and permit due to the line going under the tracks, etc). So yes we are closer but yet we have many hurdles to overcome before we get a full green light.

I am also working on an amendment to the IGA, as I found discrepancies within the document that were overlooked during previous reviews. I am also working on a rate study for this project, obtaining a true and accurate number of EDUs required for this project, and a few other documents that will need to be agreed between the two towns. I will let you know as these become available and as we need to schedule meetings to discuss and reach agreements.”

Wye Oak Plaque –President DeMoss continues to work on getting the plaque to commemorate the tree.

Trap Hill Ditch / Drainage update – (see notes under Administrator’s Report).

Charter Update – Commissioners reviewed and commented on suggested changes to Charter (see Summary of Suggested Changes to Charter attached).

New Business:

No new business.

Correspondence:

Queen Anne’s County Tax Set-off meeting will be held March 27, 2018. Mrs. Bowden will attend.

Public Forum:

Tony Winchester asked that consideration be given for updating the Zoning Ordinance to allow garage sales or yard sales on residential property, no more than three days and no more than four times a year. Mrs. Bowden will research and suggest changes if necessary.

David Taylor noted that there had been previous petitions for referendum to change the number of Commissioners to five. Mrs. Bowden stated that there is a process for submitting a petition for referendum, and suggested that if there are residents that would like to submit a petition, they do so



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following the laws and guidelines. Justin Crossley asked the reasoning behind the idea of need of five Commissioners, and asked for data of other towns that have five Commissioners versus three Commissioners. Sammie Crossley reported that she did research on her own and of towns of similar size, only one has five Commissioners, which is Sudlersville. Mrs. Bowden noted that there is not a question before the Commission on whether to have five Commissioners; therefore, the discussion should be among citizens. She reminded everyone that the Town Meeting Hall is available for such a citizen discussion.

Mr. Winchester asked for clarification on zoning use regarding Direct Market Farming. Mrs. Bowden clarified that produce grown and sold on premise will be permitted without a permit. The permit use is meant for buildings being erected or altered to be used to grow crops and produce for sale at farmer's markets.

Alice Jeffers asked how close the Town is to having sewer. Commissioner DeMoss answered that we do not know.

Flora Bordley asked if the Town has official business hours. Mrs. Bowden replied no, but rather by appointment. Mrs. Bowden asked the Commissioners whether they want to consider hiring someone to sit in the Town office so that there are official business hours. The issue will be discussed further at the next meeting.

Announcements:

The next Town Meeting will be Wednesday, March 21, 2018, 7:00 p.m. at the Town Meeting Hall (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 meeting may be closed to the public in accordance with Maryland Open Meetings Act procedures.

President DeMoss moved to adjourn. The meeting was adjourned at 8:30 p.m.

Respectively submitted by Deborah Bowden, Clerk-Treasurer