



**PUBLIC HEARING MINUTES
September 15, 2016**

- I. Bruce A. Wahl, Mayor called the public hearing to order at 7:00 p.m. In attendance were: Dr. Valerie Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahling, and Patrick J. Mahoney, Council Members, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Jon Castro, WWTP Superintendent, Connie O'Dell, Utilities Billing Administrator/Community Development Director and First Sergeant Naughton. Absent were Eric Reinhardt, Council Member, Laurie Smith, Town Treasurer, William Watson, Code Enforcement Officer, Marilyn VanWagner, Water Park General Manager, and Christopher Jakubiak, Planning and Zoning Administrator.

The Mayor opened the public hearing on Charter Amendment Resolution CAR-16-6.

Charter Amendment Resolution CAR-16-6, a resolution of the Town Council of Chesapeake Beach, Maryland, amending Subtitle 7 "Finance", Section C-723, "Purchasing and Contract", of the Town Charter, to lower the monetary ceiling on expenditures that do not require approval of the Town Council to provide for greater supervision over procurement matters.

The Mayor stated that the current monetary ceiling on expenditures that do not require the approval of the Town Council is \$5,000 and this resolution is proposing to lower that to \$3,000.

Mr. Mahoney stated this would give more approval authority to the Council on Town expenditures.

Public comment was received by:

1. Peter Feuerle of 4020 15th Street commented on Section C-723(j) of the resolution. Mr. Feuerle stated this section is not completely clear on exactly what "professional services" and "services which are in their nature unusual and not subject to competition" are.

There being no further comments, the hearing was adjourned at 7:10 p.m. on a motion by Mr. Mahoney. Seconded by Mr. Carpenter, all in favor.

The Mayor opened the public hearing on Ordinance O-16-13.

Ordinance O-16-13, an ordinance to adopt rules, regulations and rates for sewer and water services in the Town of Chesapeake Beach.

The Mayor called for comments.

Mr. Carpenter stated there seems to be some concern and discussion about a provision of the ordinance, specifically Section 7-4.1, with regard to connecting to the public sewer and the time limit to connect. In November, the Mayor's Night Out will discuss the possibility of providing sewer service to the Southside of Town and will be welcoming public input especially from those that will be directly affected. With that being said, Mr. Carpenter stated he would be offering a motion to table this ordinance for not more than 180 days in an effort to receive the public's input on the matter.

There being no further comments, the hearing was adjourned at 7:13 p.m. on a motion by Mr. Mahoney. Seconded by Mr. Krahlung, all in favor.

The Mayor opened the public hearing on Ordinance O-16-14.

**Ordinance O-16-14, an Ordinance of the Town Council of Chesapeake Beach,
Maryland, amending Chapter 25 –Public Ethics to provide for an effective date of
January 1, 2017.**

Mr. Carpenter stated with the adopted ethics ordinance, a candidate is required to file a financial disclosure statement. The Ordinance also calls for an Ethics Commission to be established which would devise all required forms. As the financial disclosure statement required of each candidate will not have been created prior to the last day for a candidate to withdraw their candidacy this ordinance proposes delaying the enactment until January 1, 2017.

Also, Mr. Carpenter will, at the appropriate time, offer two amendments; one of which was raised at the last meeting, with regards to date of withdrawal, with the changing of some language and second, a numbering change in the ordinance.

There being no further comments, the hearing was adjourned at 7:15 p.m. on a motion by Mr. Mahoney. Seconded by Mr. Krahlung, all in favor.

Submitted by,



Sharon L. Humm
Town Clerk



**MINUTES OF THE
TOWN COUNCIL MEETING
September 15, 2016**

- I.** Bruce A. Wahl, Mayor called the meeting to order at 7:16 p.m. In attendance were: Dr. Valerie Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahling, and Patrick J. Mahoney, Council Members, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Jon Castro, WWTP Superintendent, Connie O'Dell, Utilities Billing Administrator/Community Development Director and First Sergeant Naughton. Absent were Eric Reinhardt, Council Member, Laurie Smith, Town Treasurer, William Watson, Code Enforcement Officer, Marilyn VanWagner, Water Park General Manager, and Christopher Jakubiak, Planning and Zoning Administrator.

- II. Pledge of Allegiance.** The Mayor led the Pledge of Allegiance.

- III. Approve the Agenda.**

MOTION: Mr. Mahoney moved to approve the agenda. Seconded by Dr. Beaudin, all in favor.

- IV. Public comment on any item on the agenda.**

1. Cindy Beall of 2298 Forest Ridge Terrace inquired as to whether the Town had any law concerning grill cooking on condo balconies. The Town Attorney stated there was not and suggested she contact her Condo Association. Also stated this could be a fire code issue.

- V. Approval of the minutes of the August 18, 2016 Public Hearing.**

MOTION: Mr. Mahoney moved to approve the minutes of the August 18, 2016 public hearing. Seconded by Mr. Carpenter, all in favor.

- Approval of the minutes of the August 18, 2016 Town Council Meeting.**

MOTION: Mr. Mahoney moved to approve the minutes of the August 18, 2016 Town Council meeting. Seconded by Dr. Beaudin, all in favor.

- VI. Petitions and Communications**

- A. Proclamation** – The Mayor read and presented a proclamation to Bobby Abner, with wife Roxanne, extending congratulations on the 50th Anniversary of the Abner's Crab House.
- B. Calvert Library Director, Carrie Plymire** – Ms. Plymire was present to present One Maryland One Book. This year's selection is "All American Boys" by co-authors, Jason Reynolds and Brendan Kiely. Ms. Plymire encouraged everyone to read the book and come out to participate in the book discussions which will be held in the various county libraries from now until October 19th.

- C. Jenny Plummer-Welker – Calvert County Comprehensive Plan Update** – Ms. Plummer-Welker gave a brief update presentation on the comprehensive Plan. Workshops have been scheduled so please come out and share your vision for Calvert County.
- D. North Beach Volunteer Fire Department-** There was no report.
- E. Deputy’s Report** –Corporal Phelps submitted the attached written report. First Sergeant Naughton was present to address the Council.
- F. Public Works Report** – Mr. Berry submitted the attached written report and was present to address the Council. Mr. Berry reported on a water break in Richfield Station due to a contractor hitting a blow off cap causing quite a geyser.
- G. Code Enforcement Officer’s Report-** Mr. Watson submitted the attached written report but was not present to address the Council.
- H. Town Engineer’s Report** – Mr. Woodburn submitted the attached written report and was present to address the Council. Mr. Woodburn reported on the status of the Fishing Creek Dredging, the Rt 261 sidewalk and update on the Veterans Park benches. Mr. Mahoney asked a rush be put on the benches so as to have them installed by Veterans Day. Mr. Carpenter asked a timetable estimation on the Rt 261 sidewalk.
- I. Water Park Report** – Ms. VanWagner submitted the attached written report and was not present to address the Council. The Mayor announced that the Halloween Family Fun Night will be held on October 23rd.
- J. Wastewater Treatment Plant Report** – Mr. Castro submitted the attached written report and was present to address the Council. Mr. Castro stated the ENR project is about 95% complete and now a punch list will be created to finalize things.
- K. Treasurer’s Report** – No report.
- L. Community Development Report** – Mrs. O’Dell submitted the attached written report and was present to address the Council. Mrs. O’Dell stated that the 1st quarter fiscal year 2017 water and sewer bills will be mailed on or about October 14, 2016 saving a nickel on both sides per one thousand gallons. On another note, the Town is looking for photographs for the 2017 Town calendar. The deadline is November 15th.
- M. Mayor’s Report-**
1. The Mayor stated the candidate filing deadline was September 13th and we have two candidates running for Mayor and nine candidates running for the six town council seats.
 2. The Mayor stated he was pleased with the 9/11 candlelight vigil that was held at the Veterans Park. The Mayor thanked Mrs. O’Dell for putting it together and Randy Getman, one of the featured speakers, for speaking on a colleague he lost at the Pentagon. Very moving.

3. The Mayor stated that an Ethics Ordinance has been passed and an Ethics Commission will need to be established which calls for three commission members. If anyone would be interested in serving on this commission to contact the Town Clerk.
4. Mr. Mahoney took the opportunity, as Council Vice President, to bid farewell to his colleagues, Mr. Carpenter and Mr. Reinhardt. He thanked both for their volunteer service to the Town and appreciated the qualities they both brought to the Council.

VII. Resolutions & Ordinances:

- A. Vote on Charter Amendment Resolution CAR-16-6, a resolution of the Town Council of Chesapeake Beach, Maryland, amending Subtitle 7 “Finance”, Section C-723, “Purchasing and Contract”, of the Town Charter, to lower the monetary ceiling on expenditures that do not require approval of the Town Council to provide for greater supervision over procurement matters.**

MOTION: Mr. Mahoney moved to approve Resolution CAR-16-6. Seconded by Dr. Beaudin. Ayes, Mr. Mahoney. Opposed, Dr. Beaudin, Mr. Carpenter, Mr. Cumbo and Mr. Krahling. **Motion Fails.**

- B. Vote on Ordinance O-16-13, an ordinance to adopt rules, regulations and rates for sewer and water services in the Town of Chesapeake Beach.**

MOTION: Mr. Carpenter moved to approve Ordinance O-16-13. Seconded by Dr. Beaudin.

MOTION: Mr. Carpenter moved to table Ordinance O-16-13 for not more than 180 days. Seconded by Dr. Beaudin, all in favor.

- C. Vote on Ordinance O-16-14, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending Chapter 25 –Public Ethics to provide for an effective date of January 1, 2017.**

MOTION: Mr. Carpenter moved to approve Ordinance O-16-14. Seconded by Mr. Mahoney.

MOTION: Mr. Carpenter moved to amend Ordinance O-16-14, in relation to §25-4 (a)(4) of the Ethics Ordinance, striking the words “the business day before” and striking the words “withdrawal of candidacy” and inserting “filing a certificate of nomination” in accordance with Chapter 22, Elections, Article IV, §22-26 of the Town Council, and secondly, the renumbering of one of the “Therefore” clauses from 1 to 2. Seconded by Mr. Mahoney, all in favor.

The Council voted on the Ordinance as amended, all in favor.

- D. **Introduce Ordinance O-16-15, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2016, to June 30, 2017, to appropriate funds in the amount of One Hundred Eight Thousand Five Hundred Dollars (\$108,500.00) from the unallocated General Fund Reserve and allocate such funds to relocate or remove certain utility poles belonging to BG&E in the State Highway Administration right of way on MD Route 260 at the entrance to Richfield Station at Harrison Boulevard.** A public hearing will be held prior to the next regularly scheduled meeting beginning at 7 pm.

VIII. Report of Officers, Boards and Committees:

- A. **Planning & Zoning Commission** – There was a meeting held September 14, 2016. Mr. Jakubiak submitted the attached written report but was not present. The Mayor reported that the Planning Commission approved a plat that will enable the alley that runs east to west between 15th & 16th Street to be officially abandoned. An Emergency Ordinance will be introduced next month.
- B. **Board of Appeals** – There was no hearing held in September.
- C. **Water Park Advisory Board** – No report.
- D. **Chesapeake Beach Oyster Cultivation Society** – Mr. Bacon submitted the attached written report and was present to give the report.
- E. **Bayfront Park Committee** – No report
- F. **Board of Elections** – Randy Getman, Chairman of the Board was present to give the report. The Council discussed adding write-in spaces on the ballot and adding the words “non-binding” to the question for Mayor and Council compensation.

MOTION: Mr. Carpenter moved to include on the actual ballot six (6) write-in spaces under Town Council and one (1) write-in space under Mayor. Seconded by Mr. Mahoney, all in favor.

MOTION: Mr. Mahoney moved to approve changing the original one “non-binding” ballot question into two questions. Seconded by Mr. Carpenter, all in favor.

IX. Unfinished Business: None

X. New Business:

1. **Council to approve the purchase of an Ultra Violet Lights System for the Wastewater Treatment Plant in the amount of \$20,001.12.**

MOTION: Mr. Mahoney moved to ratify the approval of an Ultra Violet Lights System for the WWTP in the amount of \$20,001.12. Seconded by Mr. Krahling, all in favor.

2. Council to consider the appointment of Cathy Diggle to the Board of Appeals.

MOTION: Mr. Mahoney moved to approve the appointment of Cathy Diggle to the Board of Appeals. Seconded by Dr. Beaudin, all in favor.

3. Council to consider awarding a two (2) year contract for Town Hall Cleaning Services to Crofton Cleaning Company in the amount of \$15,600.

MOTION: Mr. Mahoney moved to approve awarding a two (2) year contract for Town Hall Cleaning Services to Crofton Cleaning Company in the amount of \$15,600. Seconded by Mr. Krahlung, all in favor.

XI. Public comment was received by: None

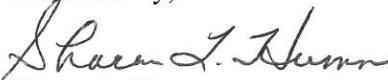
XII. Council Lightning Round:

1. Dr. Beaudin had no comment.
2. Mr. Cumbo stated he attended the SMMA meeting yesterday evening. A very informative presentation on blighted properties was presented. Mr. Cumbo encouraged his colleagues to attend these meetings. Mr. Cumbo stated the MML is accepting legislation action from jurisdictions that they'd like to bring before the State Legislature. Mr. Cumbo encouraged his colleagues to get involved.
3. Mr. Krahlung thanked everyone for coming out and thanked Mr. Cumbo for the time and effort he devotes in serving on Boards and attending meetings.
4. Mr. Carpenter jokingly stated "for all those that bet against him, he will now be collecting!" Mr. Carpenter stated that the 10th Annual Pat Carpenter Holiday Parade will be held December 3rd at 12:00 noon.
5. Mr. Mahoney stated we live in a wonderful town and you will hear people say they love Chesapeake Beach but when Bobby Abner says it, he truly means it! Bobby is on the top of the list of people who love Chesapeake Beach!
6. The Mayor took the opportunity to recognize and thank North Beach Town Councilman Mickey Hummel for coming out to our Town Council meeting.

XII. Adjournment

There being no further business, the meeting adjourned at 8:50 p.m. on a motion by Mr. Mahoney. Seconded by Mr. Krahlung, all in favor.

Submitted by,


Sharon L. Humm
Town Clerk

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: September 6, 2016
To: Sharon Humm
From: Corporal Thomas S. Phelps
Re: Sheriff's Office Report-Chesapeake Beach

In August 2016, the Sheriff's Office handled 335 calls for service in Chesapeake Beach. This is down from 415 calls in July 2016.

Call Breakdown for August 2016:

165 calls were self-initiated (patrol checks, follow-up investigations, etc)

170 calls were received by other means (citizens, alarm companies, etc)

Of the 335 calls, we handled:

- 3 CDS Violations
 - 2 Heroin (Closed by Arrest)
 - Multiple Prescription Controlled Substances (Oxycodone, Alprazam, etc....) (Closed by Arrest)
- 3 Thefts
 - Shoplifting from Fastop (Closed by Arrest)
 - Landscape Lights, Richfield Station (Under Investigation)
 - Décor Items from House for Sale; Chesapeake Village (Under Investigation)
- 1 Destruction of Property
- Screen on Machine at Rod n Reel Bingo (Closed by Arrest)
- 3 Marijuana Civil Violations
- 2 DUI Arrests

Breakdown of Dispatched/Self Initiated Calls

911 Hang Up – 5	Domestic – 9	Special Assignments – 6
Abandoned Vehicle – 1	Eviction – 1	Summons Service – 1
Accident – 11	Fight – 1	Suspicious Person – 5
Alarm – 14	Firearms Complaint – 1	Suspicious Vehicle – 7
Animal Compliant – 1	Follow Up – 2	Theft – 8
Assist Motorist – 7	Found Property – 3	Traffic Complaint – 9
Assist Other Department – 2	Fraud – 2	Traffic Enforcement – 5
Assist Sick/Injured – 5	Harassment – 1	Trespassing – 6
Attempt to Locate – 3	Intoxicated Person – 1	Unauthorized Use M/V – 1
Burglary – 2	Loitering – 2	Warrant Service – 1
CDS Violation – 2	Loud Party/Music – 3	
Check Welfare – 12	Neighborhood Dispute – 1	
Conservor of Peace – 5	Notification – 1	
Destruction of Property – 1	Parking Complaint – 7	
Death Investigation – 1 (Natural Causes)	Patrol Check – 163	
Disorderly – 9	Police Information – 7	

Note – The reportable incident totals on page 1 may differ from the dispatched totals on page 2. The breakdown on page 2 represents all calls dispatched/self initiated by the sheriff's office. The totals listed on page 1 may be less due to factors the deputy learns upon arrival to the scene



Jay Berry
Public Works Administrator

September 15, 2016

Water leak- We had 2 lateral line leaks since our last Council meeting. Both were on the Southeast end of Route 260 and both have been repaired.

Wet wells- We have received from the repair shop, pump 2 at Chesapeake Village wet well. It is now installed and running. We had to pull and remove pump 3 at Mears Ave wet well due to a seal fail. It has been sent out for repairs.

Water meter/MXU- This is the last month of this quarter and we will be reading the water meters soon.

Flushing – We will be flushing for the last time this year in November.

Ball fields – Football is here and I am working with the coaches to keep the fields and facilities up and running.

Rail Way Trail - We have moved all of the oysters to the bay since our last Council meeting. I want to personally thank everyone who came out to help us! We will be putting the new young oysters back under the boardwalk this weekend. If you would like to help us, see John Bacon or myself.

Water park - The water park has been dechlorinated and drained .We are fixing what we can now and will be working on winterizing it after the Halloween event.

State Highway Bridge – We are working with the SHA to try to move this project forward. Nothing new to report.

Asphalt project bid award. – The paving for 2016 is complete and the stripping in Richfield Station should be complete by the time of this meeting.



MEMORANDUM

TO: Mayor and Town Council
FROM: Bill Watson, Code Enforcement Officer
DATE: September 15, 2016
SUBJECT: Code Enforcement Status Report

Location	Vehicles	Status
3722 27 th Street – Inoperable Vehicle	8/2/2016 – Warning Letter Sent	

Location	Other Violations	Status
4013 17 th Street – Decks in need of repair/replacement. Gutter Repair	8/11/2016 – New front door and stairs to it. 8/16/16 – Receipt for gutter repair with Before & After pics from owner – Acceptable 9/1/2016 – Front & Side Deck removed for replacement	8/11/2016 – Progress continuing
3911 27 th Street -Woodwork needs scraping & painting	8/19/2016 – Work Plan received and acceptable – Complete by end of September	
8507 Tartan Court- Woodwork in need of scraping & Painting, Grass	8/11/2016 – Owner Working on it	
3919 E. Chesapeake Beach Road – Vines and Tree Debris in Rear Yard		
3806 13 th Street – Vines	8/2/2016 Warning Letter Sent 9/1/2016 – Owner working on it.	
3915 27 th Street – Paint & Scrape and dangerous Entry stoop	7/26/2016 – Notice, affidavit & 2 citations sent. Received 7/28/2016. 9/1/2016 – No actions visible	
8314 F Street – Bushes obstructing visibility at corner of alley & F Street	8/3/2016 - Warning Letter Sent 8/12/216 – Owner called. Will have cut back within 3 weeks. 9/1/2016 – not done yet	
8315 Bayside Road – Grass, Scrape & Paint	8/30/2016 – Notice posted w/2 citations. 8/31/2016 – Owner’s daughter called to discuss timing of abatement	
3917 Chesapeake Beach Road – Vines	8/3/2016 – Warning Letter Sent. 9/6/2016 – Left message for owner	
3925 14 th Street – Deck railing dangerous	8/5/2016 – Warning Letter Sent 9/2/2016 – Notice & 2 citations posted. 9/7/2016 – Owner called Town Hall – Will address very soon.	

Other Violations	
Location	Status
7633 C Street – Grass, Possible Leaky Roof	8/10/2016 – Sent Warning Letter 9/1/2016 – Grass cut. Owner says he is working with a contractor to do roof repairs.
7327 B Street – Vines in trees & on fence	8/3/2016 Sent Warning letter 9/1/2016 – No action.
3910 18 th Street – Vines on house	8/15/2016 – Called owner. Will spray with Round-up in 1 – 2 days, then pull the vines down. 9/1/2016 – Some vines dead, others need follow-up spraying.
3914 18 th Street – Grass	8/15/2016 – Called owner. Will have cut within a week or two. 9/1/2016 – Nothing yet
3801 Chesapeake Beach Road – Vines & Grease on roof from cooking vent fan	8/16/2016 – Warning Letter Sent. 9/1/2016 – Vines cut
3826 Harbor Road – Vines	8/30/2016 - Called Owner
7514 B Street – Bulk Trash at west end of Driveway – Construction Debris	8/18/2016 – Roll-off box gone. Driveway pile about half the original size 9/1/2016 – More removed, some left.
7636 Bayside Road – Trash & Bulk Trash on 17 th Street & Front porch	8/17/2016 – Called Owner. 9/1/2016 - Front porch items removed. 9/6/2016 – Town will remove remainder from 17 th Street 9/6/2016
3624 27 th Street – Fence in rear falling over	Called Owner. Has contractor making other repairs – having the fence fixed at same time
7625 B Street – Vines on Front Deck Railing	9/6/2016 – Called owner. Will either cut 9/7/or when deck is replaced. 9/7/2016 – Owner e0-mailed that the vines have been cut. Need to verify, yet.
7926B Street – Deck planks warping – serious tripping hazard	9/6/2016 – Left message for owner.

Court Cases	
Location	Status
3911 E Chesapeake Beach Road - Garage needs scraping & painting, vines	Sent to District Court 7/1/2016 Court Date 9/16/2016
3614 12 th Street – Shed covered with vines	Sent to District Court 7/1/2016 Court Date 9/16/2016. 9/11/2016 – Owner called to say work was complete.
3614 12 th Street- Gutters, Dangerous Limbs	8/22/2016 – Call owner to explain, 2 citations, Letter affidavit & citations, Transmittal of Citations, request to Court to combine cases – granted. 9/11/2016 - Owner called to say work was complete.

Foreclosed/Abandoned/Vacant Homes	
Location	Status
2495 Deerfield Lane – No protective handrails on Steps, nor on porch	8/1/2016 – New Owner called for guidance. Will repair in 2 – 3 weeks
8216 F Street - Dangerous Building, Vines, Gutters, Paint needed, Front stoop has collapsed	8/19/2016 – Transmitted 7 Citations to District Court. Court Date 10/17/2016

In the Works	
Location	Concern
7875 Bayside Road – Ches. Station Shopping Center – Light Pollution to Townhomes on C Street	E-mail sent to Chris Jakubiak regarding this. Is it a violation of Zoning Ordinance? Suggested Meeting with Property Managing Agent. Chris has been in contact with property management firm
3814 26 th Street – Illegal Lodging House	Working on Affidavit, then seek Chris' approach as this is a Zoning Violation
8411 G Street – Grass - Foreclosed	Called Property Management Company. Was supposed to be mowed Wednesday. Not. 8/18/2016 – still not mowed
7959 Delores Court – Improper Storage of Trash	
7439 B Street – Kudzu covered remnants of collapse encroaching onto neighbor's property	Call owner
7624 C Street – Scrape & Paint	
3398 Cox Road – Trash, Bulk Items, Vines	
8407 F Street – Grass & Weeds	

Recently Resolved Items	
Location	Status
3800 Harbor Road – Vines onto deck	6/20/2016 – Warning Letter Sent. 8/19/2016 - Cut
8728 D Street – Inoperable Vehicle	Posted Notice on vehicle 8/11/2016. 8/15/16 Call from defendant – will be towed in 1 or 2 days. 8/18/2016 - Removed
3538 Cox Road – Inoperable Vehicle and Bulk Trash	8/2/2016 – Warning Letter Sent 8/18/2016 – Resolved
7501 B Street – Inoperable Vehicle	8/2/2016 – Warning Letter Sent. 8/18/2016 Tarpred
3915 27 th Street – Court order to abate Improperly stored items	Abatement Done - 8/18/2016
3911 26 th Street – Vines on House & Fence	8/18/2016 - Cut
3808 26 th Street – Fence in Disrepair	8/18/2016 New fence in place

Recently Resolved Items	
Location	Status
3225 Ina Chase – RV Parked on Cul-de-sac	8/18/2016 - Gone
8232 Bayside Road – Tall grass along Fence, Rose Bush branches overgrown	8/29/2016 Called Owner. Already addressed
4014 Old Bayside Road – House needs scraping & painting	Sent to District Court 7/1/2016 Court Date 9/16/2016. 8/18/2016 – Workers scraping house
3918 26 th Street – Vines	7/5/2016 – Warning Letter Sent. 8/11/2016 – Notice posted in front yard 8/18/2016 – Working on cutting vines
7625 C Street – Weeds & Vines	8/11/2016 - Notice posted on site. 8/18/2016 – Tenant working on it. Mostly done
7349 F Street – Inoperable Vehicle	Posted Notice on vehicle 8/11/2016. 8/19/2016 – Sent 2 Citations
7349 F Street – Inoperable Vehicle	Posted Notice on vehicle 8/11/2016. 8/19/2016 – Sent 2 Citations
7537 C Street – Siding coming off, Front Storm Door Open, Shutters in need of painting, gutters	Working with Attorney for foreclosing bank 8/15/16 – Property Management company called to verify needs. Will get on it as soon as bid from contractor received.
7527 C Street – Grass	Call Owner
7523 B Street – Grass & Vines	8/16/16 Texted Owner. 8/27/2016 - Owner sent pics of completed work
3713 Chesapeake Beach Road – Pool not maintained	6/28/2016 – Warning Letter Sent. 8/19/216 – 2 citations issued Pool Drained
3813 10 th Street – Dangerous Deck, Siding Missing, Bulk Trash	9/2/2016 – Inspected – all fixed
3813 10 th Street – Vines, 2 Inoperable vehicles	9/2/2016 – Vines cut, cars covered
8309 Bayside Road - Grass	9/1/2016 - Cut

September, 2016
J-B03021-4775**TOWN OF CHESAPEAKE BEACH**
Engineering Report**NEW BUSINESS**

Fishing Creek Bridge (MD Route 261) – The general contractor is Wagman Construction. BGE is still completing the conduit beneath Fishing Creek to run their lines underground from Mears Avenue to Gordon Stinnett Avenue. MSHA and contractor coordination meetings continue on the existing water and sewer utilities. Work on these relocations has begun. Shop drawing reviews, utility installation discussions, and inspections during construction will be ongoing. The Papa John's has been shut down. BG&E is back at work on the relocation efforts. Piling work is now scheduled to start in the late summer with sheet piling to follow. Water line and sewer work has begun and is anticipated to go through the end of the summer for the first phase. The second sewer phase fronting Fast Stop and Traders should begin this fall.

Fishing Creek Dredging – We have prepared plans and bid specifications to remove material from the existing spoil facility in preparation of future dredging. MDNR has performed the Fishing Creek channel bottom survey to determine how much time we may have before the channel needs to be dredged. A copy will be presented at the council meeting for review. We will need to continue to search for viable offsite properties to take the dredge spoils to make the project as economical as possible. Bid packages are prepared with current soil testing and placement testing. Bids received are incomplete as the lack of allowable land application receiving sites has delayed responsible bids. We have met with two potential receiver sites in Anne Arundel County as a potential locations. Once one of these are approved, the bids can be completed and brought to the council for consideration. The receiver site contractors have visited the spoil site and have taken samples to determine what soil amendments may be needed to place the soil (drying lime and/or cement). We have located three potential locations going to the north. We have met with each and have been requested to provide soil samples. The soil samples are currently being tested for environmental compliance (i.e., heavy metals). One sample has comeback within acceptable limits. The other two results are due September 11, 2016. We have drafted letters to the United States Army Corp of Engineers, the Honorable Steny Hoyer and the Honorable Barbara Mikulski to request dredge fundig be made avialabe with the next two years.

Purple Pipe – We are developing layouts for installation of the pipe to serve the Route 260 landscaping areas and Kellams Field. Operation of the system will commence with later stages of the ENR project. We have outlined the 4" pipe connection location to tie into the discharge pipe. This pipe will go in after completion of the denitrification filters (no new updates). I attended an MDE meeting regarding installation and use. The new guidelines are issued and the permit is being finalized. A meeting with MDE will be scheduled to go over scope and permitting. The meeting was held and a list of questions has been generated by MDE for us to provide to move this forward. A plan has been refilled with MDE for review. This system is intended to go online after competition of the ENR upgrades later this fall. (No new updates)

MD Route 261 Sidewalk – New funding opportunities have been presented to the town by the state thru MDOT and possibly SHA. SHA came to the Town last month to review potential

sidewalk crossings and placement issues as well as parking issues at Bayfront Park. In response, Connie O'Dell and I have prepared a package to request 80% grant funding for the 261 sidewalk installation. Bid packages will be assembled to request a design/build project to be funded by the Town.

Richfield Station – A request has been made to BGE to relocate two existing poles at the entrance of Harrison and MD Route 260. A follow up inquiry has been made and BGE and a field meeting was held October 13, 2014. Councilman Combo, Krahling and I met with BGE. BGE provided follow up cost of \$101,000 to relocate poles. We have requested SHA right-of-way information, BG&E pole location plans and topographic maps to prepare a sight distance plan to begin discussions with SHA and BG&E over the possibility of moving the poles. We are awaiting the BG&E pole installation plan. The SHA plats are now available and BGE has reached out to us and has provided dates to meet in March. A meeting was held in March to discuss the BG&E proposal further. An updated cost estimate was prepared by BG&E at a cost of \$108,500 (see attached). This does not include Verizon and Comcast relocation. These additional cost have been requested but have not been received yet. A letter has been drafted to go to SHA, BG&E, Verizon and Comcast putting them on notice that the Town does not believe that should be responsible to carry this cost. A letter was sent to the SHA on July 10, 2015, Douglas H. Simmons requesting the State fix this problem. SHA is currently investigating the situation per letter from Douglas Simmons. We expect a response soon and have reached out to SHA to determine when we might expect their review. A response was provided from SHA (see attached). A letter has been sent to the State requesting an updated traffic study be considered for placement of a signal at the entrance to Richfield Station. A meeting with SHA district engineers was held last month to discuss this and other pedestrian access issues. They are going to revisit the situation and get back to us with a possible solution(s). A new but related issue has arose regarding drivers taking a left hand turn into oncoming traffic from eastbound Route 260. I contacted SHA to discuss possible alternatives to help with this issue and to get an update on their review of the line of sight issue. We have added new turning movement striping in Harrison - closer to Rt. 260. The do not enter signs have also been moved further east to be seen easier by a car stopped at the stop bar. A request to BG&E, Comcast and Verizon has been made to obtain formal construction quotes and a timeline to relocate the poles (4) on the MD 260 eastbound approach to Harrison Boulevard.

Veteran's Park – The first phase of construction is complete (demo and new walks). Benches have been ordered from Victor Stanley.

WWTP – The primary activity has been related to paving. The grading crew has spent this week cutting to grade the entire site, filling, compacting and proof-rolling all areas scheduled for asphalt. Nuclear Density Testing was performed on a dozen locations throughout the site, with all results coming back with at least 96% compaction. Actual paving operations are expected to begin after Labor Day.

The General Contractor has been assembling/installing ladders, grating and aluminum stairs at the PACL pit and RAS/WAS Distribution Box, and this week completed the RAS Header Modification change order work. The Plant had its first delivery of PACL to the new PACL tanks.

Electricians have brought additional manpower and have been working on lighting protection on all structures.

Design Engineers were on site yesterday to perform the Substantial Completion Punch List inspection. (See attached photos)

Water & Sewer Manual – The manual is provided with attorney and council comments addressed.

South Sewer Study Grant – The Town has filed for a grant to service the south side of Town with sewer for 146 properties. MDE has approved our application for grant eligibility and has forwarded this to the EPA for approval in the amount of \$2,328,275. The grant awards so if approved by EPA, will be before the state legislature for potential inclusion in the FY18 state budget. The Town will be preparing a letter describing the potential project and providing to all residents that may be effected to gain their input. We hope to have something out to the community soon for a November Mayor's Night Out presentation.

OLD BUSINESS

Kellams Field – We have received design parameters from American Irrigation to determine the connection needs (pressure & volumes) for the purple pipe. This work can be performed in conjunction with the WWTP upgrades. We hope to install most of the improvements upon approval by MDE. (no new update)

Trail – Concept site plans for a Trail extension from the Trestle and thru the Richfield Station Rail bed have been developed and provided to the Critical Area Commission and the State Highway Administration (SHA). We are currently researching critical area woodland mitigation possibilities and property title issues (we spoke to the Title Abstractor Terry Erder on 1/9/13 and more research has been completed – an extensive report has been compiled from Terry which she believes gives title to the town). We are currently seeking guidance from title attorneys and the town attorney to gain title insurance. Preliminary Environmental studies are complete to move forward with the Trail extension plans and the Critical Area Commission has requested a meeting to help move us through the process. The meeting was held and they presented several mitigation programs. We also marked in the filed the trail alignment for a field review by the C.A.C. The C.A.C. approved the concept plan. A final title report has been delivered which outlines that the Town does have title to the trail bed through Richfield Station. There are a few old development bank liens that need to be cleaned up and the attorney is moving forward getting this done. The attorney has presented closure documents for signature by the lien holders. A meeting with the RSHOA will be scheduled in the coming months. (No new update)



Water Park Report

Marilyn VanWagner,
General Manager
September 15, 2016

Halloween Family Fun Night is back again!

Mark your calendars for the Halloween Family Fun Night on October 23, from 5 pm to 8:30 pm. The Town will be partnering with the County and this event will start at the North East Community Center and end up with our traditional Trick or Treat Trail at the Water Park. The theme this year is Star Wars. There will be games, a Magic Show, music and lots more!

Our Guest Experience

We continue to work on improving our guest experience. The number one complaint among Chesapeake Beach Residents is our crowded park. We still allowed the "dreaded" camps and other groups to book reservations but the message is finally getting out that we only allow them two days a week, on Wednesdays and Thursdays. In addition we open an hour early for them and all groups must leave by 2 pm. We also offer discounted Twilight Rates for those wishing to come after the groups leave. This way our residents can plan their visits around these groups. This has helped control the crowds during the week, however we still continue to experience crowded weekends. I will be recommending to the Water Park Advisory Committee that we make a rate increase for our "out of county" guests to help control these crowds. The rate increase may only be necessary on the weekends and holidays. We care about our residents and one idea that the committee is looking at is holding an open forum over the winter so the town residents can come and discuss their thoughts and concerns. Together we can make this an even better place than it already is!

Our **New Star Wars Characters and Characters from Oz** were so much fun! On Character Days they paraded around the park, took pics with our guests and played many games with the children.

Our **New Store Design and New Inventory** turned out to be a big success. We focused on the Store again this season and again we were able to double our sales for this profit center. Some of our new products this season included long sleeved tees, hoodies, caps and lots of children's toys.

Park Clean-Up

Over the next two Saturdays we will be closing the park down and doing the end of season cleaning. A good amount of time will be spent on cleaning the grill, fryers, pizza oven and lots of other kitchen equipment. All outside equipment will be stored so it is safe and free from the elements until next season.

Marketing

This Season we continued to boost our online sales by offering more products and services electronically. This year we again offered discounted Season Passes as early as December for holiday gifts and we will continue to do so next season. We also continued to offer our Daily Passes on line and this continued to boost our sales.

Maintenance

The Water Park Advisory Committee will meet soon to identify and prioritize the many maintenance items that need attention during the off season.



Chesapeake Beach Wastewater Treatment Plant Report
Jon Castro, Superintendent
September 15, 2016

Plant Operation:

Bearing Construction is continuing to work on completion of the ENR Upgrade. The three year project completion date was 6-10-16. After many discussions between all parties involved and a tour of the plant by MDE on 7-8-16, the completion date was moved to 9-12-16. It has been a busy couple of months with all new equipment going through startup procedures. The filters are on line but will take a few more weeks to get the Bio-mass growing in filters for Nitrogen removal. The new Methanol tanks and the PACL tanks are on line and operating along with the pumps controllers. We are now in the process of programing all the new equipment into automatic mode and bring all the data to the main computer in the administration building. The program began on 8-30-16 and is continuing.

The startup for the blowers will be held August 16, 17 and 18th. W & R began programing the computer for operation on 8-31-16 and is continuing the work. We found a problem in the wiring to the basin valves and are investigating the problem. These blowers will be tied into the new computer control system to give the operating staff more effective tools to control the plant's process control system to meet the new stricter Effluent Limits in the MDE permit regulations.

The final startup on the plant's new UV Disinfection System was performed on 8-22-16. It was discovered that over 100 UV bulbs were out along with several other parts. The staff were operating this system in hand and no access to the PLC to monitor the condition of system. When the staff cleaned the blubs they had to be removed from the tank and could not tell if a bulb was not working. We have been running the system for over 2 years. The price for the parts needed to bring the system up to 100% was \$20,000.00. A poll was done to inform the Mayor and Council to approve a PO for the purchase of the parts. The Council approved the PO and the parts were ordered. The cost will be charged to the Treatment Plant Budget.

On August 8, 2016 W & R Electrical Contractors were on site to inspect the wiring problem on the Basin Mixers. They will determine the problem and find a solution to the Mixers failing to operate and report back to Bearing Construction and the Town.

A progress meeting was held on 8-22-16 at Town Hall to go over any issues on the ENR construction and give updates on future construction schedules. Bearing Construction, Bilbrough Electric, W & R Engineers, plant staff, the Mayor of Chesapeake Beach Bruce Wahl, Dr. Holler, and Town engineer Paul Woodburn were all in attendance. Phone conferences were held on 9-1-16 and 9-9-16 to keep an update on progress made on the work going on at the plant.

On 9-7-16, a walk through tour was held at the plant with all parties involved in the ENR Upgrade Construction. This tour was to see the work performed for the project completion and start to make up a final punch list for work not completed yet. The Upgrade also has pending work to be done on a demobilization when equipment ordered is delivered for installation. This is a Bar Screen and Sluce Gate Valves.

There were no incidents to report in the plant's Solids and Handling Operation or the Lab Sampling Operation with Old Line Hauling and Chesapeake Labs. The new press was put on line 9-30-15. The new hauling contract will take effect on June 30, 2016 with Old Line Inc.

Plant operations for this monthly report did not use the Shell Fish Tank.

The plant had 1 emergency alarms for this report period. All alarms were for wet well operation due to a power lost during a storm and responded too.

The Wastewater Treatment Plant had no spills to report for this September report.

Future Projects:

To complete the ENR Upgrade Construction by the completion date of September 12, 2016. The projects noted in the Capital Projects request are also in progress to be completed within the completion date or within two years after the ENR Upgrade.



Connie S. O'Dell
Utilities Billing Administrator
Community Development Director

September 15, 2016
codell@chesapeakebeachmd.gov

Water & Sewer/Community Development/Special Events

Utilities – Water/Sewer Billing

All data pulls and teleconferencing with Tyler Technologies has begun. I have spent an estimated 40 hours to date accumulating data and answering questions to the Tyler Team who is building our software. If all goes as planned we would do our last billing from the current system in April of 2017. During that billing cycle, we will bill from both systems and do a comparison of the data to insure that the migration has been successful. I continue to work on development of the new forms for the software. But, the past two weeks, we have been working here onsite with Mr. Glenn Newcomb, building the financial and payroll side of the software. He will be back the week of September 22 and we will work on cashiering and the employee self service portal.

Meters will be read on or about September 30, 2016 and 1st quarter Fiscal Year 2017 bills will be mailed on or about October 14, 2016.

Community Development

- **SHA – Bridge Replacement**

The monthly construction progress meeting was held on Wednesday, August 17, 2016 at the State Highway building in Prince Frederick. Notes from that meeting's minutes have not been received as of this writing. Mike Phillip, Project Engineer, has been out for over two weeks with back issues. There have been no changes, with all parties continuing to move utilities, etc.

Mayor's Night Out

The September Mayor's Night Out will feature Mayor Wahl reminiscing about his 28 years of service to our community. Mayor's Night Out is being held on September 12 this month due to the Labor Day Holiday.

Rep. Jennilee Messenger who will be showing the new replacement LED lights for our streets and roadways to be installed in the Chesapeake Beach is scheduled to be the October 3 guest speaker.

As of this writing, Paul Woodburn and Calvert County officials will be conducting a discussion on the possibility of extending the Town's public sewer system to the Old Bayside Road area at the November 7 Mayor's Night Out.

- **Fall Newsletter**

The Fall Newsletter will be published on or around October 24, 2016 and will contain all of the Town Election news. If you are a candidate for election, and would like your profile to be included in the Newsletter's Voter's Guide please submit it to me via email at codell@chesapeakebeachmd.gov. The profile should contain no more than 100 words, not including the candidate's name and is due to Connie by 4:30 PM on September 21, 2016. The submission will not be edited for grammar, spelling or accuracy. It will be published verbatim.

Ms. Barbara Dove will continue on working with me for this upcoming issue. Thank you Barbara!

- **2017 Town of Chesapeake Beach Calendar**

It's not too early to start submitting your photo entries for the 2017 calendar. Email all entries to codell@chesapeakebeachmd.gov. Please submit in the highest resolution possible. We cannot use low res photos for the calendar publication. 2016 calendars are still available in limited quantities.

- **Sweat Shirts, Caps, New Shirts, Totes, Lanyards and Folding Chairs Available Now!**

Be sure to pick up some "boatloads of fun logo" merchandise. Purchase items right here in Town Hall. Tumblers are \$8.00 each; caps and tee shirts are \$15.00 and the totes are \$20.00. The sweatshirts are \$22 and \$24 are available in several colors and boast either a small or large logo on the front. The new lanyard is \$1.00 and the folding chairs are \$25.00. The items are displayed in a showcase in the Town Hall Atrium. Payment may be made with cash, check or credit card (no American Express). These make excellent gifts for all Chesapeake Beach lovers!

- **Veterans' Memorial Park**

Work began Monday, July 11 at the park with demolition of the seating wall benches and the sidewalk bases under them. The new concrete has been poured, sod has been installed and the benches have been ordered. Public Works will be installing the benches when they arrive. We have not received a shipment date as of this writing.

Special Events

The community is invited to Veterans' Memorial Park for the 15th Anniversary of September 11, 2001. There will be special music by Dana & Jeremy and the family of Edmond G. Young Jr. will be special guests. Mr. Young lost his life at the Pentagon on September 11. He was an Information Technology Specialist employed with BTG, Inc. The 22 year old was a resident of Ownings, MD.

Marilyn Van Wagner, Waterpark Manager, is currently working on the Halloween Family Fun Night which is scheduled for October 23, 2016. The Town is co-hosting the event with the North East Community Center. The event will be held, rain or shine.



CHESAPEAKE BEACH OYSTER CULTIVATION SOCIETY (CBOCS)

**Chesapeake Beach Oyster Cultivation Society Report
September 15, 2016
Chesapeake Beach Town Council Meeting**

Saturday September 17 is moving day for new oyster spat to the creek. The event starts at **10 AM** and is located at **Marina West**. Join fellow CBOCS members as they load up cages with new spat and count them. Wear old clothes and **water shoes**. Pizza at Noon.

Calvert county 5th grade elementary students will begin comming to Fishing Creek for their annual oyster field trips on **October 1,19,20,25,26,27**. Join Ron Draper and John Bacon to observe and join in these great educational opportunities. They begin at 8 AM and end at 1:30 PM. You will be amazed by the teachers and students knowledge.



The Oysterquarium is in operation at the first rest stop on the trail. Oyster larvae and oyster seed have been added. The new message board located on the front of the Oysterquarium announces future CBOCS events.

The pollinator garden and mosquito repellent gardens are now planted and mulched. They are growing and blooming for your pleasure. Pick up a brochure from the mosquito repellent garden and the brand new one from the pollinator garden. CBOCS volunteers are keeping them trimmed and watered. Town Public Works is filling the rain barrels every week.

Play Chesapeake Beach Railway Trail Nature Bingo by picking up your bingo card from Town Hall or at the head of the trail before you walk the trail.

For a complete CBOCS calendar visit the Town of Chesapeake Beach web site and click on oyster cultivation.

9 Sep 2016



CHESAPEAKE BEACH BOARD OF ELECTIONS

From: Board of Elections

Subj: Report to Town Council for September 2016 Meeting

1. Town Election - 8 November 2016

- a. Mayor and Town Council

- b. Polling Place: Northeast Community Center, Room B.

- c. Time: 7 a.m. – 8 p.m.

2. Electronic Voting Machines – The original plan was that Calvert County was going to provide us with several of their Touch Electronic Voting Machines. They had held onto some of the machines to support municipalities after they were mandated to use paper ballots by State of Maryland. In June/July 2016 the State required the County to turn in all machines.

Town of Chesapeake Beach Board of Elections (CBBOE) has been working with Calvert County Board of Elections Administrator, Gail Hatfield, to develop an approach for our Town of Chesapeake Beach Election that meets State of Maryland requirements. The Plan is as follows:

- a. CBBOE will procure ballots and election definition from Election Systems & Software (ES&S) at a cost of \$0.25 per paper ballot (assumes one sided ballot with no color requirements) and \$500 flat fee for electronic definition on a USB stick. This is same company Calvert County is using.

(1) Plan to procure 3000 paper ballots at an estimated cost of \$750

Note: As of 28 Jul 2016 there are 4,278 Town of Chesapeake Beach registered voters in the Maryland Universal Registration System, plus 3 additional on the Town Only registry list. In November of 2012, 1774 voters out of approximately 3300 registered voters voted in the 2012 Regular Election. 3000 ballots may be more than is needed, but the preference is to have each voter insert their completed paper ballot into the Scanner & Tabulator rather than have the judges count votes by hand after polls are closed.

- b. CBBOE will use DS200 Precinct Scanner & Tabulator. Calvert County to provide use of their demo machine free of charge.

8200 BAYSIDE ROAD, P.O. BOX 400, CHESAPEAKE BEACH, MARYLAND 20732

PH: (410) 257-2230

FAX: (443) 964-5449

- c. Calvert County to provide Chesapeake Beach Judges with required training and support for use of scanner & tabulator.

3. Voter Registration for Town of Chesapeake Beach Election

- a. Voter registration deadline for 8 Nov 2016 Election is 18 Oct 2016
- b. Are you Registered to Vote in Town Election?
 - (1) If registered in Maryland Universal Registration System with Town of Chesapeake Beach Address, the answer is Yes.
 - (2) Not Sure if you are Registered?
Go to: <https://voterservices.elections.state.md.us/votersearch>
Type in first name, last name, date of birth and zip code then select "Search"

- c. How to Register in Maryland Universal Registration System
 - (1) Go to Maryland Motor Vehicle Administration (MVA), or
 - (2) Go to Website:
<https://voterservices.elections.state.md.us/OnlineVoterRegistration/InstructionsStep1>
 - (3) Mail application to Calvert County Board of Elections (form available at Town Hall & Post Office)

- d. How to Register on "Town Only" Registry
 - (1) Submit/mail Registration form to Town Clerk (form available at Town Hall)
Note: only use if not registered in Maryland Universal Registration System
 - (2) Qualifications: Citizen of the United States, resident of the town of Chesapeake Beach, Maryland, at least 18 years old by next General Election, and not currently claiming residency in another jurisdiction. Must have not been convicted of a disqualifying crime and must not be under guardianship for mental disability.

4. Draft Ballot

- a. Below draft ballot is based on info received as of 9/8/2016. Additional candidates can still submit a Certificate of Nomination until COB 13 Sep 2016.
- b. Expect format modifications when ES&S creates the ballot and election definition.
- c. **Town Council**

Are the two questions in below draft ballot worded correctly?

DRAFT

BALLOT

TOWN OF CHESAPEAKE BEACH, MARYLAND

Regular Election - 8 November 2016

Select 1

MAYOR	
<input type="radio"/>	Jeff Krahling
<input type="radio"/>	Pat "Irish" Mahoney
<input type="radio"/>	

Select 6

TOWN COUNCIL	
<input type="radio"/>	Valerie L. Beaudin
<input type="radio"/>	Stewart B. Cumbo
<input type="radio"/>	Derek J. Favret
<input type="radio"/>	Cheryl M. Greene
<input type="radio"/>	Greg Morris
<input type="radio"/>	Keith L. Pardieck
<input type="radio"/>	Jan Ruttkay
<input type="radio"/>	Patrick A. Schaeffer JR
<input type="radio"/>	
<input type="radio"/>	

Select Yes or No

<input type="radio"/>	Yes
<input type="radio"/>	No

Approve, for the newly elected Mayor, an annual Mayoral compensation of \$18,000.

Select Yes or No

<input type="radio"/>	Yes
<input type="radio"/>	No

Approve, for the newly elected Town Council, an annual Town Councilperson compensation of \$3,000.

5. Absentee Ballots for Town Election

- a. Submit/Mail Absentee Ballot Application to Town Board of Elections from now until 1 Nov 2016. (form available at Town Hall).

b. Late Application form accepted in person (voter or voter authorized agent) from 2 Nov 2016 through closing of polls on 8 Nov 2016 (form available at Town Hall).

c. Printed Absentee Ballots will not be back from printer until early Oct 2016. Once available, with approved application, they will be mailed to voter or available for pick at Town Hall based on selection in application.

Submitted by:

A handwritten signature in black ink, appearing to read "Randy Getman", written over a horizontal line.

Randy Getman
(Chairman CBBOE)