



# Commissioners of Leonardtown

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DANIEL W. BURRIS  
Mayor

LASCHELLE E. MCKAY  
Town Administrator

## **Commissioners of Leonardtown** **Town Council Meeting Minutes** **October 12, 2015**

Attendees: Daniel W. Burris, Mayor  
Leslie Roberts, Vice President  
Thomas M. Combs, Councilmember  
Hayden T. Hammett, Councilmember  
J. Maguire Mattingly IV, Councilmember  
Roger L. Mattingly, Councilmember

Also in attendance were: Teri Dimsey, Secretary; Laschelle McKay, Town Administrator; Rebecca Sothoron, Treasurer; Cindy Williams, Planning Assistant, Steve and Amanda Woodburn, Resident; Dick Myers, The Bay Net. A complete list of attendees is on file at the Leonardtown Town Hall.

Mayor Burris asked that Councilmember Hammett lead the invocation and Ms. Dimsey lead the Pledge of Allegiance.

Mayor Burris moved on to the first order of business.

### **Approval of Minutes**

Meeting minutes for the September 14, 2015 Town Council meeting were presented for approval.

**Mayor Burris entertained a motion to accept the minutes as presented.**

**Councilmember Roger Mattingly moved to approve the September 14, 2015 minutes as presented; seconded by Councilmember Combs; motion passed unanimously.**

### **Treasurer's Report** – Rebecca Sothoron

Ms. Sothoron reported that no transfers were made to the LGIP this month. We are 25% through the budget year. The departments look good. The quarterly utility bills were mailed last week. We had a wet spring, dry summer with water usage up this quarter for many customers. We have added 15 new occupants to the billing rolls.

A couple of budget amendments are necessary and will be presented in future meetings in regards to the ENR Upgrade that needs to be approved and applied to the appropriate departments.

A draft of the FY15 statement is included in your packet for your review. The auditors will return to finish up and will present their report in November.

We are moving forward on the implementation of online payments. We were not told, when Council approved the implementation of what we called A and B, which included a pay station, that it appears that until we migrate into a real-time processing environment, the pay station will not work. We will go ahead with the first component which is the credit card and bank online payments. We will not be able to do the pay station until we get more bandwidth and real-time processing environment. We hope to begin accepting credit cards by the end of this quarter.

### **Planning & Zoning Report** – Laschelle McKay

The last Planning & Zoning meeting was held on September 21, 2015 with the following cases on the agenda:

**Case #40-02A – Lots 500-57A & 500-57B, Singletree, Phase Six, 41590 Susie Court** – Received approval of a boundary line adjustment request to combine the two lots into one. A new plat of Adjusted Lot 500-57A will be recorded.

**Case #42-14 – The Hamptons at Leonardtown, Hampton Blvd.** – A favorable recommendation was made to Council for final site plan approval.

**Case #61-14 – Old Line Bank, 23152 Newtowne Neck Road** – received site plan approval

**Case #6-15A – Dunkin Donuts, 22841 Washington Street** – received final site plan approval

The next Planning & Zoning meeting will be held on October 19, 2015 and we tentatively have the following cases on the agenda:

**Case #2-15 MedStar St. Mary's Hospital Quad House, 41500 Doctors Crossing Road** - Request for final site plan approval recommendation to Town Council.

**Case #6-15B Washington Street Retail Complex – Phase Two, 22845 Washington Street** - Request for final site plan approval for renovations to the existing building to accommodate a restaurant and create office space.

### **Police Report**

Deputy Smolarsky reported that she provided Council with a written report. She remarked that there is a new speed limit sign on Hollywood Road lowering the speed from 50 to 40 mph in consideration of the growth of the Leonard's Grant neighborhood and the new Walter Francis Duke Elementary School in addition to the future development with the annexation.

**Town Administrator Report** – Laschelle McKay

Case #42-14 The Hamptons at Leonardtown, Hampton Boulevard –  
Request for final site plan approval

Applicant: The Saba Group, LLC  
Engineer: Mehaffey & Associates, P.C.  
Site Area: 12.54 acres  
Zoning: R-MF

The project was reviewed by the Town Council at their meeting on June 16, 2014 and received EDU eligibility.

On June 23, 2014, the Planning & Zoning Commission made a recommendation that Town Council approve the concept plan for the three-story apartment buildings, and also a recommendation to forward the request for a density bonus and the addition of a fourth floor to each building to the Leonardtown Board of Appeals.

The Town Council held a public hearing on July 14, 2014. At that time, the applicant received concept approval for a site plan depicting two 3 story apartment buildings with a total of 119 two and three bedroom units. The Council also recommended that the Board of Appeals approve the applicant's request to add a fourth story to both buildings in order to condense the units and conserve open space and preserve green space. This motion passed by a 4 to 1 vote.

The Board of Appeals met on September 23, 2014 and approved the fourth story with conditions, one of which was that there be traffic access to Fenwick Street. The applicant was unable to secure that access; and therefore, the buildings will have three stories.

The project has been reviewed and approved by State Highway, the local Fire Department, Fire Marshal, Department of Public Works, Soil Conservation District, Department of Natural Resources, State Highway, and the Town's utilities department.

The street leading into the complex will be named Hampton Boulevard. The clubhouse will also serve as the leasing office. They have provided more than the required number of parking spaces.

We received a comment letter from State Highway regarding the project. We are working with the residents of Academy Hills, who are not happy that SHA is not requiring any improvements. SHA has the final jurisdiction as to the entrance. The residents have asked the Town to do something. The Town sent a letter to SHA to request a reduced speed limit through the area.

In this final version there is no pedestrian path being shown to Fenwick St. Dan Burris and I met with the Foxwell Condo Association President, Pat Cheseldine on Monday, October 5th to ask the HOA to reconsider as just a walking path.

The Planning and Zoning Commission forwarded a favorable recommendation for Final Site Plan approval at their September 21, 2015 meeting.

Mr. Saba remarked that they are very willing to work with the Town to offer the appropriate amenities such as a Tot Lot. Due to environmental constraints and the fact that they are unable to have a roadway through to Fenwick Street, they had to cut back on many of the amenities discussed and presented in the original Concept Plan. He also mentioned, that for security purposes, they plan to have a gated entrance/exit which will be open from 6:00 am to 7:00 p.m. daily but some sort of key card will be required before or after those hours.

**Mayor Burris entertained a motion on Case #42-14 - The Hamptons at Leonardtown, Hampton Boulevard – Request for final site plan approval.**

**Councilmember Combs moved to approve with the addition that the Saba Group will work with staff to provide a Tot Lot and Mr. Saba's Letter of Intent to work towards a pedestrian path be included as part of the record; Councilmember Hammett seconded.**

*Councilmember Roger Mattingly noted that as he is a resident of Foxwell Condos, he will abstain from voting on this project.*

*Councilmember Combs noted that his property is close but does not adjoin this property so he is eligible to vote.*

**Four ayes and one abstention, motion passed.**

#### **Extension of Leonardtown Beacon Printing Contract**

Ms. McKay reported that the Beacon printing contract was bid November of 2013. The term of the contract was one year with two one-year extensions. There is one year extension remaining with Heritage Printing. The final extension would expire October 31, 2016.

**Councilmember Hammett moved to approve the one year extension; seconded by Councilmember Roger Mattingly, motion passed unanimously.**

#### **Mayor's Report**

Mayor Burris stated that he is excited to announce that the Board of Public Works, Parks and Playground, have approved funds for us to build a playground at Leonardtown Wharf.

He met with Mr. Chris Kaselemis, the new Economic Development Director for St. Mary's County Government. And, also met with Brian Loewe, Director, Recreation and Parks.

He also met with Commissioner President Randy Guy and Commissioner Mike Hewitt to discuss Leonardtown projects.

Everyone should be getting an invitation to attend the Port of Leonardtown Dedication Ceremony on Friday, October 30 at 3:00 p.m.

He is attending the MML Fall Conference in Cambridge, Md in late October.

He is happy to announce that his daughter is expecting a second child any day now, their second grandchild.

**Events** – Roger Mattingly

Councilmember Mattingly thanked Ms. Fleming for providing her report. He thanked Dan, Leslie and Jay for participating in the County Fair parade.

Events for Pink Friday were either cancelled or postponed due to Hurricane Joaquin.

“Christmas on the Square” will be held on Friday, November 27<sup>th</sup>, 5 PM – 9 PM. The Committee is currently booking stage entertainment and various holiday activities for the event. The Leonardtown Volunteer Fire Department is very supportive of this event, providing the sleigh, carriage, train, and hay rides, and coordinating Santa’s arrival and tree lighting.

The Leonardtown Volunteer Rescue Squad Auxiliary’s “Christmas Festival” – including a large model train display, raffle and silent auction – will also be on Friday, November 27<sup>th</sup> at the Winegardner Auto showroom from 5 – 9 p.m.

Santa and Mrs. Claus return to the Square on Saturday, December 12 from 11 a.m. – 1:00 p.m.

Mark your calendars for JULY 2016! Leonardtown has once again been selected as the host venue for the Southern Maryland Film Festival! I am so proud to be affiliated with a local community that was open to this new venture and dedicated to making it succeed. Thanks to everyone who made it a success, especially Heritage Printing, The College of Southern Maryland, The St. Mary’s County Arts Council, The Leonardtown Arts and Entertainment District, Mayor Burris, the planning committee and all of our other financial and in-kind sponsors. No official decisions have been made yet, but the committee is also discussing options for sharing some of the films with Calvert and Charles Counties who have shown interest in hosting the Festival in the future.

**Upcoming Events of Interest/Meeting Reminders:**

Saturday, October 17 - 18	SAT 10 AM-6 PM SUN 11 AM-6 PM	SMC Oyster Festival @ Fairgrounds
Saturday, October 24	9 AM – 12 Noon	The Craft Guild Shop’s Decorated Pumpkin Contest @ Md Antiques Center Parking Lot
Saturday, October 24	1 – 3:00 PM	Trick-or-Treat, Face painting & Pet costume Contest on the Leonardtown Square
Wed., October 28	5:30 PM	Chamber Business After Hours @ Ruddy Duck Seafood & Ale House 16810 Piney Point Rd. Piney Point, MD 20674
Fri., November 6	5 PM – 8 PM	Celebration of First Fridays in Leonardtown

**Upcoming Events of Interest/Meeting Reminders:**

Wed., November 11	10 AM HOLIDAY	Veterans Day Parade Veterans Day – OFFICES CLOSED
Fri., November 13	8:30 AM	Leonardtown Business Association Meeting @ The Rex
Sun., November 15	3:00 PM	National Youth 5K @ Leonardtown Wharf Park
Thurs., November 19	11:30 AM	State of the St. Mary’s Public Schools Luncheon @ Olde Breton Inn
Thurs., November 26 Fri., November 27	HOLIDAY	Thanksgiving – OFFICES CLOSED
Fri., November 27	5 PM – 9 PM	Christmas on the Square & Tree Lighting (Rain date: Nov. 28 @ 7 PM) Leonardtown Sq
Fri., November 27	5 PM – 9 PM	Christmas Festival Winegardner Showroom
Sat., Dec. 12	11 AM – 1 PM	Santa & Mrs. Claus on the Square

Mayor Burris noted that the LBA is promoting Small Business Saturday and have a whole campaign planned for shopping local on that day which is the Saturday after Thanksgiving.

**Community Development and Strategic Planning** - Hayden Hammett

Councilmember Hammett reported that Heritage Chocolates have opened and the Seymour Building is moving forward. Dunkin Donuts and Old Line Bank have picked up their permits to begin construction. Clark’s Rest has 30 U&Os this year and 20 new building permits have been issued for Phase I.

Councilmember Roger Mattingly inquired about the entrance off of Route 5.

Councilmember Combs responded that they are setting the curbs in and need to put the pipes in under the road, weather permitting and the work will be done at night. This will cause much traffic delays for a period of time, once that is completed they can then finalize the work but this will take us into next spring. We should place information about the upcoming traffic changes in the Beacon.

The Hollywood sidewalk project is moving forward but we are missing a few signed agreements and hope to get those completed shortly.

**ENR Upgrade** – Tom Combs

Councilmember Combs reported that things are moving forward well, very pleased with amount and quality of work getting done and weather permitting, they hope to stay on schedule.

**SMMA Update** – Leslie Roberts

Councilmember Roberts reported that the next regular SMMA meeting is November 4<sup>th</sup> in North Beach and then the legislative dinner will be held on December 2 in La Plata. Once again, they are holding a meeting in Annapolis on January 6, with an invitation to the legislators to join us.

Mayor Burris congratulated Councilmember Roberts on her retirement from teaching.

**Safety and Emergency Preparedness** – Jay Mattingly

Councilmember Mattingly reported that paving will begin October 19 on Drs. Crossing. Information was sent to the Communications Center to inform the Fire Departments and Rescue Squads.

**Mayor Burris reminded everyone that he will be available for discussion after the close of the meeting and entertained a motion to adjourn the regular meeting.**

**Councilmember Combs moved to adjourn the regular meeting at 4:45 p.m.; seconded by Councilmember Hammett, no further discussion; motion passed unanimously.**

Respectfully Submitted:

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Teri P. Dimsey

**Approved:**

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Daniel W. Burris, Mayor

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Leslie E. Roberts, Vice President

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Thomas M. Combs, Councilmember

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Hayden T. Hammett, Councilmember

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Roger L. Mattingly, Councilmember