

**Commissioners of Hebron
100 North Main Street
Post Office Box 299
Hebron, Maryland 21830**

**Minutes of the Commissioners of Hebron Regular Meeting As Held on
Wednesday, March 3, 2021**

Call to Order

The Meeting was called to order at 6:00 p.m. by Commissioner President Rick Dwyer with Commissioner David Hooper, Commissioner Handy, and Commissioner Colby Phippin, present. Commissioner Sebald was present by telephone. The Pledge of Allegiance to the Flag was recited by all who were in attendance.

Closed Meeting

A short description of the Closed Meeting which was held starting at 5:30 p.m., just prior to this Meeting, was given by the Commissioner President. It concerned personnel issues, as per General Provisions Article §3-305(b)(1)(i) and (ii), formerly codified as State Government Article §10-508(b)(1)(i) and (ii). After the Closed Meeting ended and the Commissioners were back in an open session, they discussed the retirement of Jerry Kennedy. He had proposed that he would work full time until July 1, 2021 and then part-time until February 3, 2022. His part-time hours would be 30 or less. He would work fewer hours if the Town covered his health insurance and other benefits, although it would probably be for at least twenty (20) hours per week with forty (40) hours in a pay period. He would keep his water and waste water certifications current and would be able to work for the Town if needed. This would allow Clyde Church to complete his certifications. Commissioner Hooper made a Motion to accept Jerry Kennedy's proposal as presented and was seconded by Commissioner Handy. The Motion was passed unanimously and the Chair voted Aye.

Minutes

The minutes of the February 17, 2021 meeting were presented. Commissioner Phippin made a Motion to approve the Minutes as presented and was seconded by Commissioner Handy. The Motion was passed unanimously and the Chair voted Aye.

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Police Report

The Police Report was given by Sheriff's Captain Wilson. He reviewed the last four (4) weeks during which the Sheriff's Department spent a great deal of time dealing with proposed Bills in the General Assembly in Annapolis. He believes that Wicomico County and the Lower Eastern Shore will be okay in the long run. He also spoke of the Civic Center being the Vaccination Center over the next six (6) months. For the first week it should be open for ten (10) hours per day and then it should be open for twelve (12) hours per day for seven (7) days per week. He also acknowledged an egging incident in Hebron and said that the Sheriff's Department was doing what they could about it. He said that he had sat in his car at Zoe's Day Care to watch for speeders for an hour and there was nothing. He also advised that the Commission of Homeless may start up again in the summer. A member of the audience asked about some stolen vases at Springhill Gardens. The Captain advised that they had one (1) suspect and had recovered some small items, but were not sure from which cemetery they came. He reported that there twenty-five (25) reports of Unemployment Fraud over the last month. He also advised that the Marathon will take place on April 3, 2021 in Salisbury and Wicomico County. Additional discussion was held concerning the egging of the car of someone who had just moved into Town.

Other

1. During Captain Wilson's presentation, there was a discussion of the kids on Chestnut Street and the representatives of Epoch indicated that was one of the reasons they started Epoch. They will try to have one (1) or two (2) days per week at the park for games and such. It might be Wednesday and Friday or Thursday and Friday. They were advised to touch base with Doug Jones of the Lions Club and Brian Workman of the County Parks and Rec and maybe even Wayne White of the Fire Department.

Building Permits

Building Permit # 1267 was for Norman Hatton to put an 8'x20' shed at 104 Howard Street. Because of its size, no County approval would be necessary. A Motion was made by Commissioner Hooper and seconded by Commissioner Phippin to approve the Building Permit. The Motion was passed unanimously and the Chair voted Aye.

Building Permit # 1268 was for Hall Distributors to put up a structure at 200 West Railroad Avenue. County approval will be necessary. A Motion was made by Commissioner Hooper and seconded by Commissioner Phippin to approve the Building Permit. The Motion was passed unanimously and the Chair voted Aye.

Old Business

3. Sustainable Communities – Tracey Gordy

Tracey Gordy of the Maryland State Department of Planning spoke to the Commissioners about, among other things, the Housing and Community Development Program (“HCD”) unit of the Department of Planning that is being done in cooperation with the various Towns. Her Department can do the application and manage the project for the Towns. Prior to Hebron being designated as a Sustainable Community, the Commissioners could not apply for two (2) different types of grants. Now we can. The next round is April to June (ish) with no decision until October/November, which is all due to the Corona Virus situation. Typically, there are two (2) times the number of applications versus the amount of money available. The applications would be opened in June and a site visit would take place in July. The grants can be in the form of advances or reimbursements. Community Legacy Grants include façade improvement (the most often used) and others such as Farmer’s Markets and Heritage type projects. Contributions, from homeowners, for example, are typically at the following rates:

- \$0 to \$5,000 – No Contributions
- \$5,000 to \$10,000 – Some Contributions
- \$10,000 to \$20,000 – More Contributions

The grants can go to residential or commercial properties. The property owner can put up the money and then get reimbursed. Typically, the full amount of the grant would be \$50,000.00. The Town would have two (2) years to spend it all and could spend it sooner. There is also the Strategic Demolition Fund that can be used for Land Acquisition or Renovation, and redevelopment (not economic redevelopment.) The Town needs a plan: for example, buy the property, clean up the property, and give it to a non-profit company to build a home for a Veteran. A place like Epoch (a non-profit organization) could also apply for a grant. There also can be Community Legacy grants for gateway improvements, for example a “Welcome to Hebron” sign. Additional possibilities include paving streets as an overlay. We will need to make sure that our Grant Proposal meets our Action Plan. If the Commissioners identify something by mid-April, then Tracey can start writing the grant proposal. As per Tracey, a grant requesting money for façade improvements might well be our best bet for our first grant. She suggested that we look at Salisbury’s programs and model ours after theirs. She left us her email address, (Tracey.Gordy@Maryland.gov) and her telephone number (410-726-8939), for us to contact her.

1. IT Follow-up with Inacom & Delmarva IT Solutions

We have not heard back from Verizon. Commissioner Phippin will contact Delmarva IT Solutions and try to have information for us at the next meeting. As for Comcast, the only IT offer is to update us with new telephones and new access to the Internet. No action was taken.

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2. Code Enforcement Update

Commissioner President Dyer will try to determine the level of activity that the Town had in this area for the County to see what the County may be able to do for the Town. He suggested that we review the last three (3) budgets to see what we had allocated for the Code Enforcement officer. Another option is for a fellow from the County to do it for us privately. We may want to pursue some sort of pilot program for a year.

Other

At this point, a member of the audience, Norm Hatton, of 103 Howard Street, talked about what Tracey Gordy had talked about and said that sidewalks and stormwater issues might be addressed. He was advised that the Town had begun to look into the issue with their Engineer in an attempt to get the flooding and stormwater issues under control.

New Business

1. University of MD – Commissioner Phippin

Commissioner Phippin advised that he would contact those who he needed to contact and hoped to have the information available at the next meeting.

2. Update on building purchase

Steve Cox, Town Attorney, updated the Commissioners with their purchase of 208 North Main Street. The money has been paid and we have been given the keys to the building. Settlement should take place soon. He advised that he would conduct settlement and prepare the Deed and all other papers related to the transaction.

Other

At this point a member of the audience, Beth Olson, wanted to talk about the stormwater plan. She was referred to the Town Engineer, Bob Rauch.

New Business

3. Purchase of Utility Trailer

The new Utility Trailer was purchased and is in service. The old trailer was appraised at \$800.00 to \$1,000.00. A sign was put on it for sale. It was purchased by Jennifer Willing for \$1,001.00.

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4. Water Tower Financial RFP

Commission President Dyer will prepare the Request for Proposal for a \$1.4 million Line of Credit to facilitate the construction of the Water Tower. We can then send it to various financial institutions, such as Bank of Delmarva, Farmers' Bank of Willards, Hebron Savings Bank, and PNC.

Other

1. Epoch

This was discussed when Tracey Gordy gave her presentation.

2. Election details

Melinda Stafford advised the Commissioners that there are three (3) seats up for election at the next election. She will get the material out to the public by March 15. As for Election Judges, we could use Toni Dyer. However, Ms. Stafford also advised that the Wicomico County Board of Elections can also provide Election Judges. After some discussion, Commissioner Handy made a Motion to use the Election Judges provided by the Wicomico County Board of Elections. Commissioner Hooper seconded the Motion. The Motion was passed unanimously and the Chair voted Aye.

3. Farmers Market & Garden – Commissioner Sebald

Commissioner Sebald advised that he would make calls to start the Farmers Market in mid-April and beginning it in May. He indicated that the products were to include food and crafts, but not flea market sorts of things. He indicated that Jill from the MTA will get us a new contract for the Garden. He also advised that Crystal of Verizon would allow flags for Veterans on their telephone poles. They may also get a better cell signal in the Town. He inquired about removing the wall in the meeting room and a discussion was had concerning that concept and that when the new building is finally purchased, a lot of the items stored in the Town Hall can be moved to the new building.

Approval of Checks

A Motion was made by Commissioner Handy and seconded by Commissioner Phippin to approve the checks. The Motion was passed unanimously and the Chair voted Aye.

Commissioner Handy reminded everyone to think about what Tracey Gordy had talked about and the deadline of mid-April and that we needed to move in that direction.

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Adjournment

A Motion was made by Commissioner Handy and seconded by Commissioner Hooper to adjourn the meeting. The Motion was passed unanimously and the Chair voted Aye. The meeting was adjourned at 8:12 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Amelia Handy".

Amelia Handy, Secretary