



# Town of Upper Marlboro

## REGULAR TOWN MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Tuesday, January 23, 2024 at 7:00 PM

## AGENDA

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This meeting will be conducted via Blended: Town Hall & Zoom Video Teleconference.  
<https://uppermarlboromd-gov.zoom.us/j/87575123720?pwd=bWxtMDhjTHpoQUhGeUtyc0hOREJSdz09>  
**Passcode:** 781934; **Webinar ID:** 875 7512 3720; **Dial-in only:** 301-715-8592

### REGULAR TOWN MEETING AGENDA: 7:00 PM

#### NOTICE OF CLOSED SESSION:

**Tuesday, January 23, 2024**

**Town Hall | Following January Regular Town Meeting**

**Under General Provisions Article 3-305(b) (1)** “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”;

The Board of Commissioners proposes to go into Closed Session on Tuesday, January 23, 2024, to discuss the Town Administrator position.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Consent Agenda (2:52)**
  - A. Meeting Minutes
  - B. Financial Report
  - C. Public Safety Report
  - D. Public Works Report
  - E. General Government Report
6. **Reports (3:50)**
  - A. Arts Council Committee Report
  - B. CERT Committee Report
  - C. Economic Development Workgroup Committee Report
  - D. Events Committee Report
  - E. Green Team Committee Report
  - F. Greenwill Consulting Committee Report
  - G. Historical Committee Report
  - H. Commissioner Reports

**7. Old Business**

*Public comment will be taken prior to Business line items (3 minutes per item)*

**A. Resolution 2024-01: Budget Calendar (Board Vote) (20:27)**

Motion was made by Commissioner Lott to approve Resolution 2024-01: Budget Calendar.

*A Budget Listening Session will be added from 10:00 AM to 10:30 AM on Saturday, February 3, 2024.*

Motion was seconded by Commissioner Colbert

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye **(Approved)**

**B. Annual Events Calendar (Board Vote) (25:41)**

Motion was made by Commissioner Lott to approve the Annual Town Events Calendar.

TBD for Trunk or Treat | Adding date for Growing Green With Pride | Statement about rain dates

Motion was seconded by Commissioner Prevatte

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye **(Approved)**

**C. Town Meeting Schedule (Board Vote) (32:10)**

Motion was made by Commissioner Lott to approve the Town Meeting Schedule.

Motion was seconded by Commissioner Colbert

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye **(Approved)**

**D. Town Holiday Schedule (Board Vote) (34:20)**

Motion was made by Commissioner Lott to approve the Town Holiday Schedule.

Motion was seconded by Commissioner Colbert

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye **(Approved)**

**8. New Business**

*Public comment will be taken prior to Business line items (3 minutes per item)*

**A. Resolution 2024-02 457(b) Retirement Plan (Board Vote) (35:33)**

Motion was made by Commissioner Lott to approve Resolution 2024-02: 457(b) Plan.

Town approved T-Rowe Price Plan

Motion was seconded by Commissioner Colbert

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye **(Approved)**

**9. Administrative Updates (39:07)**

**10. Public Comment (39:36)**

*For items not necessarily on the immediate agenda (3 minutes per item)*

**11. Preliminary Approval of Next Meeting Agenda (49:14)**

**12. Motion To Go Into Closed Session (52:50)**

Motion was made by Commissioner Lott to go into Closed Session

Motion was seconded by Commissioner Colbert

Franklin, Aye | Brooks, Aye | Colbert, Aye | Lott, Aye | Prevatte, Aye **(Approved)**

## **PUBLIC COMMENT PROCEDURES**

Your Town government appreciates citizen input. To maximize effective resolutions on resident's issues, we encourage Town residents and businesses to contact us at Town Hall weekdays: 9 a.m.–5 p.m., or by written correspondence (or email to [info@uppermarlboromd.gov](mailto:info@uppermarlboromd.gov)). You are always welcome to schedule an appointment with the President or a Commissioner to discuss municipal problems and quality-of-life issues one-on-one and work together towards a satisfactory solution.

Agendas for meetings are posted on our website and notices of legislative items are also posted on the Town's social media accounts (Facebook, Twitter & Instagram).

Our meetings are open to the public, and we ask that residents who want to comment to please follow the rules that have been established by **“RESOLUTION 2022-05: A RESOLUTION FOR THE ADOPTION OF NEW RULES OF ORDER AND REGULATIONS FOR PUBLIC MEETINGS OF THE BOARD OF COMMISSIONERS FOR THE TOWN OF UPPER MARLBORO.”**

### **Citizen Input:**

- Members of the public may speak for three (3) minutes, during Public Comment Time, at Regular Town meetings of the Board of Commissioners according to procedures established by the Board.
- A sign-up sheet will be placed on the side table in the room for people to sign-in if they wish to speak. They will be called to speak at the podium in the order in which they were signed-in. If the meeting is held virtually, the public will be able to "raise their hand" or chat with the Town Clerk to sign up to speak.
- Each speaker is limited to one presentation per agenda item allowing for public comment per meeting and a maximum timed limit of three (3) minutes unless another limit is established.
- If the subject matter does not pertain to Town business the Mayor shall advise the individual and/or make recommendations as to how they may get the issue addressed.
- Citizens speaking on agenda items shall restrict their comments to the subject matter listed.
- Citizens speaking on non-agenda items shall only speak on matters pertaining to Town business or issues which the Board would have the authority to act upon if brought forth as an agenda item.
- The Board may not act upon or discuss any issue brought forth as a non-agenda item; except to: Make a statement of specific factual information given in response to the inquiry, or a recitation of existing policy in response to the inquiry.
- Proper respect, decorum, and conduct shall prevail at all times. Impertinent, slanderous, misleading, or personal attacks are strictly prohibited. Violators may be removed from the Commission chambers.
- No placards, banners or signs may be displayed in the Board chambers or Town Hall. Exhibits relating to a presentation are acceptable.
- Arguing, intimidation or other disruptive behavior is prohibited. Discussion and/or debate are acceptable only on items specifically listed on the agenda, or that are municipal issues and must be complete within the three-minute comment period allotted to the speaker.

**Each individual speaker must stand, state their name and home of record (street name only) and approach the Board to a designated position in order to be recognized by the Chair of the Board, and to be heard by the recording Clerk, as well as others in attendance.**

*When the meeting is held on a virtual platform, please sign-in with your First and last name and raise your hand to comment on an item.*

All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 17.