



Town of Upper Marlboro

BOARD OF TOWN COMMISSIONERS SPECIAL TOWN MEETING / ORGANIZATIONAL MEETING

14211 School Lane, Upper Marlboro, Maryland, 20772

Saturday, February 03, 2024 at 10:00 AM

AGENDA

This meeting will be conducted via Blandid: Town Hall & Zoom Video Teleconference:
<https://uppermarlboromd-gov.zoom.us/j/85691523106?pwd=L1RIU1VkcWUyVGN6S0ROVzJhS2phUT09>

Webinar ID: 856 9152 3106; **Passcode:** 893591; **Audio Dial-in only:** 301 715 8592

SPECIAL TOWN MEETING: 10:00 AM

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Review of Agenda**
5. **Closed Session Summary January 23, 2024**
 - A. Closed Session Summary January 23, 2024
6. **Business**
 - A. Resolution 2024-03: Town Administrator (Board Vote)
7. **Public Comment (3 Minutes)**
8. **Adjournment**

ORGANIZATIONAL MEETING: 10:05 AM

9. **Call to Order**
10. **Roll Call**
11. **Review of Agenda**
12. **Public Comment FY 2025 Budget: (5 Minutes)**
13. **Business**
 - A. Board Priorities & Goal Setting FY 2025
 - B. Town Council and Committee Liaisons
14. **Adjournment**

Video of the Special Meeting / Organizational Meeting will be posted to the Town YouTube Channel within 1 business days of the meeting.

All meetings are subject to closure in accordance with the State Open Meetings Act—House Bill 217

CLOSED SESSION SUMMARY SHEET TO BE READ INTO RECORD

Date: January 23, 2024

Time: 7:55 PM

Location: Town Hall: 14211 School Lane Upper Marlboro, Maryland 20772

Closed Under Annotated Code:

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, following the Regular Town Meeting to the Town Administrator Position.

Those Who Voted To Go Into Closed Session:

Motion made by Commissioner Lott, Seconded by Commissioner Prevatte

President Franklin, Commissioner Brooks, Commissioner Colbert, Commissioner Lott, Commissioner Prevatte

Unanimous Of Elected Officials In Attendance:

Yes

Those In Attendance;

President Franklin, Commissioner Brooks, Commissioner Colbert, Commissioner Lott, Commissioner Prevatte.

Actions Taken: No Votes Were Taken, Please See Relevant Notes:

None

Topics Discussed:

Town Administrator Position

Relevant Notes: None

The Town of Upper Marlboro

RESOLUTION: 2024-03
SESSION: Special Town Meeting
DATED: February 3, 2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF UPPER MARLBORO TO APPOINT CAROL RICHARDSON AS THE TOWN ADMINISTRATOR OF THE TOWN OF UPPER MARLBORO, IN ACCORDANCE WITH THE TOWN CHARTER

WHEREAS, Section 82-59A of the Charter of the Town of Upper Marlboro, provides that the President of the Board of Commissioners of the Town of Upper Marlboro, with the approval of the Board of Commissioners, may appoint an officer of the Town by resolution who shall hold the title of Town Administrator and

WHEREAS, President of the Board of Commissioners, Sarah Franklin, desires to appoint Carol Richardson as the Town Administrator of the Town of Upper Marlboro; and

WHEREAS, President Franklin seeks the approval of the Board of Commissioners for the appointment; and

WHEREAS, the Board of Commissioners desires to approve the appointment of Carol Richardson as the Town Administrator of the Town of Upper Marlboro.

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Town of Upper Marlboro that Carol Richardson is hereby appointed as the Town Administrator of the Town of Upper Marlboro.

BE IT FURTHER RESOLVED, that said appointee, as a charter official, shall be administered the oath of office required by Section 82–85 of the Town Charter; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon passage.

PASSED by the Board of Commissioners of the Town of Upper Marlboro, Maryland at a Special Town Meeting on Saturday, February 3, 2024.

ATTEST:

THE BOARD OF COMMISSIONERS OF THE
TOWN OF UPPER MARLBORO, MARYLAND

John Hoatson, Clerk

Sarah Franklin, President

The Town of Upper Marlboro

Derrick Brooks, Commissioner

Charles Colbert, Commissioner

Karen Lott, Commissioner

Alma Prevatte, Commissioner

CERTIFICATION

I, the undersigned, hereby certify that I am the Town Clerk of the Town of Upper Marlboro and that the Board of Town Commissioners of the Town of Upper Marlboro at a public meeting at which a quorum was present adopted this Resolution, and that said Resolution is in full force and effect and has not been amended or repealed. In witness whereof, I have hereunto set my hand and seal of the municipal corporation, this 3rd day of February, 2024.

John Hoatson, Clerk

Town Council & Committee

Liaison List

Arts Council

Economic Development Workgroup

Events Committee

CERT

Green Team

Town of Upper Marlboro Historical Committee