

Town of Cheverly
Meeting Minutes
April 9, 2020

Call to order

Meeting called to order at 8:00 pm via Zoom.

In attendance: Mayor Riazi, Council Members Radloff, Watson, Bryner, Munyeneh, Fry.
Staff: Town Administrator - Mr. Galloway, Police Chief Towers, Director
of Public Works - Mr. Brayman, Town Treasurer and Town Clerk.

Pledge of Allegiance

Items #13 and #14 will be blended. Item #9 is being switched with the Chief of Police Report.

Motion to Approve Agenda: CM Munyeneh, seconded by CM Fry. Approved unanimously.

Motion to Approve Minutes: CM Garcia, seconded by CM Bryner. Approved unanimously.
(March 12, 2020 and March 26, 2020)

Resident Input *Shelia Salo* asked several questions about the fuel leak report and also expressed concern about the development activities.

Committee Reports

Rec Council *Mayor* all scheduled activities have been canceled. College scholarships are still available, information in the April Newsletter. There will be a Bunny Hop on Saturday beginning at noon. The bunny will go through town with a police escort. Please stay in your yard, don't approach the bunny.

Green Infrastructure *Shelia Salo* Water Woes Workshop on April 18 has been canceled. We hope to reschedule at a later date, when it's safe to do so.

Cheverly Day *Megan Daly* Cheverly Day is canceled this year. We are preparing for the 90th Anniversary in 2021, it is a parade year. We need volunteers. We will be in contact with people who made donations to Cheverly Day to find out how to best issue refunds.

Planning Board *Margaret MacDonnell* thanks to Eric for volunteering to be a liaison to the Planning Board. We are working on updating membership procedures for the Council to approve. At our next meeting we will be discussing things that we would like to work on with the Council and getting on the Worksession Agenda possibly three times a year.

Town Administrator Report & COVID-19 Report

Employees will continue to work from home. Town buildings remain closed. Signs are posted in Gast, Town and Boyd park notifying residents of social distancing guidelines. Town staff has been directed to wear PPE while in public.

Director of Public Works Team A and Team B alternate weeks. Residents have reached out to thank us for continuing this level of service. We have a good amount of sanitizer and gloves, also have PPE items for staff.

Police Report

Chief Towers there is a drop in theft, uptick in domestic disputes. PD will be wearing masks at all time. Thank you to the community for food and lunch. For non-emergency complaint or if you need a report, please visit our online report system at Cheverlypolice.org.

Town Administrator emergency purchases for COVID-19: laptops, cellphones and MiFi packs have been purchased in addition to cleaning supplies and PPE for employees. Facebook page and Covid site updated daily. Thank you to Mayor and Council for passing the Emergency Ordinance. I have also granted a permit for the Bunny to ride in the back of a truck for the Easter parade.

Director of Public Works introduces Nelson Brooks with EA Engineering. EA was instrumental in helping formulate the letter to get us the pass through the inspection and created Limited Subsurface Investigation report.

EA Engineering *Mr. Nelson Brooks* gave a presentation and explained the report in detail. The town has been very responsive, with getting me involved, making sure we hit all of the deadlines, and giving me the tools I needed to help you. You've done everything according to the books and I feel good about where we are.

Second Reader of Code Compliance Ordinance to rename Code Enforcement to Code Compliance and place under the administrative link. It was done last year through a Council meeting but not through an ordinance.

Recent Development Activity *Town Administrator* 4876 Lydell Road is currently a storage lot but has submitted an application to turn the space into an office/training building. 5801 Columbia Park Road, old Smithfield plant applied to turn that space into a parking lot.

Budget Homework *Al Martin* discusses the homework assignment that he gave to Mayor and Council.

Town Administrator discusses the draft budget and budget calendar.

Mayor and Council discuss the proposed constant yield tax rate.

Mayor we need to look at our Deferred Compensation Plan and have in place by the end of the budget and accurately forecast those numbers.

Items for future Worksessions

CM Garcia: Non-citizen voting

CM Bryner: Policy for Rules of Order and Town Attorney search

CM Watson: Property annexation

CM Radloff: Planning Board policy changes

Mayor and Council Announcements

CM Munyeneh black pioneer trivia in every newsletter leading up to Juneteenth event. Would like Mr. Eley's name put on the new Public Works building.

CM Bryner goal of 50% for Cheverly on Census Day and we got there. We're fourth in the county.

Motion to Adjourn: CM Fry, seconded CM Munyeneh. Approved unanimously