



TOWN OF HIGHLAND BEACH

(INCORPORATED 1922)

3243 WALNUT DRIVE

Highland Beach, Maryland 21403

Telephone (443) 837-5184

MAYOR

Crystal Chissell

COMMISSIONER

Michele Fuller

G. William Hunter

Sheila Jeanne Murchison

Linda Holmes Newton

TREASURER

Ronald L. Stokes, Sr.

Board of Commissioners Meeting

July 8, 2024

Call to order at 5:04pm

In attendance: Mayor Chissell, Commissioners Fuller, Hunter, Murchison and Newton.

The meeting began with a moment of silence in memory of Highland Beach resident Karla Lewis.

Review Agenda – Mayor Chissell added two items to the agenda under new business:

Contract for Douglass House repairs

Recording of meetings

Public Comment

Residents made announcements about funeral services for Karla Lewis.

Review Journals

May 20, 2024

June 10, 2024

June 17, 2024

Commissioner Hunter made a motion to approve all three journals, with grammar corrections. The motion was seconded by Commissioner Newton and was passed unanimously.

Treasurer's Report – Treasurer Ron Stokes presented the Treasurer's report for the period from June 1 – 30, 2024. Commissioner Fuller moved that the report be accepted as presented. The motion was seconded by Commissioner Murchison and was passed unanimously.

Old Business

Parking penalties

Commissioners Newton and Fuller introduced a proposed ordinance to institute towing for parking violations. The town would call for towing according to a 3-step approach – 1. A traffic control officer would ask the driver to move the vehicle. 2. Traffic control officer would put a sticker on the car warning that it will be towed. 3. After 30 minutes, car would be towed.

Discussion – if traffic control officers are not available, who will give warnings? Commissioner Newton said that towing companies generally tow cars that are abandoned. They don't want to come out to tow a car that might be gone when they arrive. The towing company might charge the town if they come out and the car is gone. Having signs and stickers will be a deterrent to illegal parking. It would be rare that the town would tow a car.

A question was raised about whether the ordinance must include the opportunity to appeal. The Board will research this further.

Surveillance cameras

Commissioner Newton reported that a contractor attended the Security and Traffic Control Advisory Committee meeting to answer questions about the camera service. The Venice Beach community requested more information. Mayor Chissell will send additional information about the surveillance camera service in writing to Highland Beach and Venice Beach residents.

Commissioner Murchison raised a concern about dogs on the beach. She suggested contacting Bay Highlands leadership about Highland Beach rules concerning dogs on the beach.

Status updates:

FEMA BRIC DTA Application – The town's application for FEMA's Building Resilient Infrastructure and Communities (BRIC) non-financial Direct Technical Assistance (DTA) program has been declined. The BRIC program received 170 eligible submissions for Direct Technical Assistance this year and Highland Beach was not selected.

Nature Conservancy – Community Resilience Building Program Workshop

Highland Beach and adjacent shoreline communities have been offered a workshop to determine common interests and concerns. Mayor Chissell will discuss this opportunity with the Beach Erosion and Maintenance Advisory Committee and neighboring communities. This will be an online workshop and will involve two representatives from each community.

FDMCC Fundraising – The town has submitted a grant application for \$250,000 to the Maryland Commission on African American History and Culture African American Heritage Preservation Program for repairs to the Douglass House. The purpose of the grant program is to identify and preserve buildings, communities and sites of historical and cultural importance to the African American experience in Maryland.

Traffic Control Signs – The new signs will be ordered after final proofs are received. Commissioner Newton spoke with the ADA regarding disabled parking. Because the town does not provide on-street parking, the town is not subject to ADA requirements. The ADA said the town is free to give our residents accommodations but ADA approval is not required because the town doesn't fall under ADA jurisdiction.

New Business

Museum repairs – Mayor Chissell proposed a contract with Annapolis Painting Services in the amount of \$18,350.00 for repairs to the Douglass House roof deck, skylights, porch floor. The FDMCC Board has voted to give the town the funds to pay for the repairs. funds to the town. Commissioner Murchison moved for approval of the contract. The motion was seconded by Commissioner Hunter and was unanimously approved.

Appointments – Mayor Chissell appointed the following citizens to the Planning and Zoning Board of Appeals for the terms indicated:

Edward (Nat) Smith (term 7/24 - 6/27)

William (Bill) McGlockton (term 7/24 - 6/27)

Dena Sewell (term 7/24 - 6/27)

William A. (Tony) Hill (term 7/24 - 6/27)

Commissioner Fuller moved for approval of the appointments. Commissioner Newton seconded the motion and it was unanimously approved.

Recording meetings – Mayor Chissell raised the question of whether to record meetings of the Board of Commissioners. The Commissioners decided to continue with keeping a written journal.

Fishing permits – The Commissioners discussed whether to issue fishing permits.

Public Comment

The meeting was adjourned at 6:35 pm

Motion for Closed Session – Mayor Chissell made a motion for the Board to go into closed session to discuss a personnel matter. The motion was seconded by Commissioner Hunter and was passed unanimously.