

**Special Meeting**  
**Thursday, May 25, 2017**  
**1:00 pm**  
**Municipal Building**

**Meeting Minutes**

**Call to order**– 1:03 pm

**Roll Call** – Mayor Muhammad; Council President Kennedy II (arrived at 1:11 pm); CW Smith-Barnes; CM Barnes; CW Brownson; CW Hines & CM McLaurin (arrived at 1:03 pm).

**Moment of Silence** –

**Pledge of Allegiance to the Flag of the United States of America**

**Approval of Agenda** – motion by CW Smith-Barnes; seconded by CW Brownson to accept the agenda; all were in favor; motion passed

**Public Period** – None

**606 Modoc Lane Project (Police & Public Works Dept.)** –

- Ms. Veronica Owens gave an introduction and overview of the project.
- Attorney Kevin Best also gave timeline of events for the entire project along with the change orders; permitting delays; resolutions that passed throughout the duration of the project and extensions. All parties who are involved are now in good standing with the State of Maryland.
- Mr. Neal Cruickshank of Architectural Solutions, LLC discussed their role with the project. Mr. Allister Demas had discussion with the Town Council about the Civil Engineer process of the project. He also informed the Town Council that the former Mayor hired Low Impact Development Center (LID Center) as the Civil Engineer for the project. There were also delays with the project about the site plans along with zoning issues there is no need for mandatory referral to change the property from residential to a municipal building instead of commercial.
- Ms. Monique Zalsoz of Strategiesfirst, LLC & Monumental Enterprises, LLC discussed the change orders along with permits that are still needed.
- There was discussion about the meeting with WSSC permitting for the Modoc Lane Project.
- There is no site plan for Washington Gas to change the building from oil to gas.
- There needs to be a utility preconstruction meeting with for the project with all parties.
- Ms. Zalsoz discussed the original proposal in the about of \$512k, which included the replacement of the roof; fiber optics wiring; fencing; landscaping and replacement of the windows. She also discussed the heavy up for the building; no permit for the sewer is needed and the installation of key locks for the building.

**Rolph Drive Project**

- Ms. Veronica Owens gave an overview of the project; deadline by Chesapeake Bay Trust (CBT) for completion due date is August 8, 2017 and National Fish & Wildlife Foundation (NFWF) is August 31, 2017.
- There needs to be a meeting with M.Luis Construction, AD Marble, the Town & Department of Permitting Engineering & Inspection (DPEI) to discuss the status of the project, ASAP.