

**TOWN OF PRINCESS ANNE  
PRESIDENT AND TOWN COMMISSIONERS  
WORK SESSION MEETING  
MINUTES**

**January 24, 2011 @ 6:30 pm**

**LOCATION: Garland Hayward Youth Center  
30660 Hampden Avenue  
Princess Anne, MD 21853**

In Attendance: President Dennis Williams, Vice President Winslow Parker, Commissioner Garland Hayward, Commissioner Frank White, Commissioner Joseph Gardner, Town Manager Brenda Benton, Director of Public Works and Code Compliance Tracy Grangier and Chief of Police Scott Keller

**I. Call to Order**

President Williams called the meeting to order

**II. Cemetery Lane and Maple Street**

Tracy Grangier read the information (see attached). Commissioner White asked that the discussion be continued after Tracy has had time to research the intent of Somerset County for these roads. Vice President Parker agreed with Commissioner White and suggested a joint meeting with the Somerset County Commissioners over this matter.

**III. GHYC Program Director Presentation**

Darlene Taylor, Executive Director of It Takes a Village, gave a presentation explaining the program and who they are partnered with. Commissioner Hayward introduced the Board of Directors for the Garland Hayward Youth Center. Commissioner Hayward stated that the Board would like to make Pastor Mark Thomas the Facilities Director of the Youth Center for a fee of \$1.00 per year. Commissioner Hayward asked the Board of Commissioners to accept the Youth Center Board as is and to accept the agreement with the Local Management Board. Commissioner Hayward also discussed the public use of the Youth Center and the steps that are being taken to make the public aware of this. Louise Jackson suggested that flyers should be sent out. Zelma Hayward stated that the general public is not aware that they can use the Youth Center. Malika James asked how much the town had set aside for maintenance and utilities for the Youth Center. Brenda Benton asked for a consensus to sign the agreement with Local Management Board.

Consensus was taken

All agreed

**IV. Audit Engagement Letter**

Brenda Benton explained the increase (see attached) and asked if the services could be bid out

Consensus was taken for bidding out the Accounting Audit

All agreed

**V. Code Compliance Fee Schedule**

Tracy Grangier presented the fee schedule (see attached). She asked the Commissioners to look it over and she asked if she could give it to the Town Attorney to draft a Resolution.

All agreed

**VI. Presentation of Survey Draft**

Brenda Benton presented a draft of the Survey (see attached).

Commissioner Gardner is meeting with Eric Rider of Two Riders Design to set up the online survey. Brenda asked the Commissioners to review it and to get back with her Friday, January 28, 2011 with any comments

**VII. Quarterly 2011 Budget Status Reports**

Chief Scott Keller gave his report (see attached)

Tracy Grangier gave her report (see attached)

Brenda Benton gave her report (see attached)

**VIII. LESMA Dinner Location**

February is the month that Princess Anne hosts the LESMA Dinner.

Consensus was taken to have the dinner at Caesar's Pizza

All agreed

Commissioner Frank White made a motion to go into Closed Session

Commissioner Hayward second

All were in favor

**IX. Closed Session**

Discussion ensued

Commissioner Hayward made a motion to go into open session

Vice President Parker second

All were in favor

**X. Adjournment**

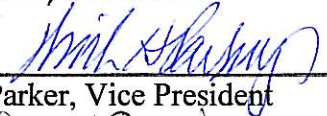
Commissioner White made a motion to adjourn the meeting

Commissioner Gardner second

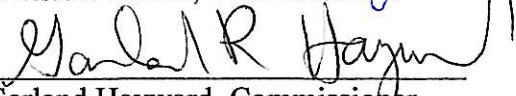
All were in favor



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Dennis Williams, President

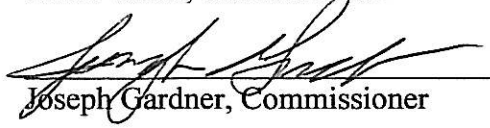


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Winslow Parker, Vice President




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Garland Hayward, Commissioner

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Frank White, Commissioner



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Joseph Gardner, Commissioner

Attest:   
Brenda Benton, Town Manager