

*Citizens Committee for the Enhancement of Communities Surrounding
Baltimore/Washington International Thurgood Marshall Airport*

**Meeting Minutes
December 2, 2020**

Attending

Dana Carrington
Marjorie Deschenes
Howard Johnson
Ron Looper
Kevin Plessner
Barbara Morgan
Mary DesChamps
Michelle Christoffers
Brittany Janowski
Darline Terrell-Tyson
Bruce Rineer
Karen Harrell
Royce Bassarab

Representing

Timber Ridge HOA
Provinces Civic Association
Greater Elkrige Community Association
Elmhurst Improvement Association
Linthicum-Shipley Improvement Association
Glen Burnie

MDOT, Office of the Attorney General
MDOT, Office of the Attorney General
MDOT MAA, Office of Environmental Services
MDOT MAA, Office of Environmental Services, Noise Section
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Absent

Ben Olson
Rodney Jones
Charles Kiessling
Gary Simmons

Greater Ferndale Community Civic Association
Severn Improvement Association
Glen Burnie Improvement Association
Glen Burnie

Discussion

1. Due to restrictions on in-person gatherings associated with the novel coronavirus, the December 2nd, 2020 meeting was held virtually via Microsoft Teams. The meeting began at 6:20 p.m. Based on the current situation with regard to COVID, the MDOT MAA recommendation is to continue meetings virtually.
2. The committee reviewed the June 3rd, 2020 meeting minutes. A motion was made by Kevin Plessner and seconded by Barbara Morgan to accept the June 3rd, 2020 meeting minutes. Meeting minutes were accepted by a vote of 7-0.
3. Administrator's Report:

Bruce Rineer provided the Committee an update on the budget. He highlighted the recommended total fiscal year 2021 budget, comprised of 2019 calendar operations plus rollover from fiscal year 2020. Mr. Plessner asked to confirm that the budget should reflect the previous calendar year of operations, and Mr. Rineer responded that that was correct. Mr. Rineer noted that grants recommended for approval by the Committee are considered by the Secretary of Transportation ("Secretary") and there is no guarantee a recommended application will be approved by the Secretary. Chairperson Looper asked if there have been any recommended proposals that have not been funded, to which Mr. Rineer noted that all

previously recommended grant applications have been approved by the Secretary. Chairperson Looper suggested the Committee move forward with consideration of the grant applications submitted for this quarter.

4. **Grant Application 21-01 (Linthicum Shipley Improvement Association “LSIA” – Sidewalk Replacement at Greenwood and Longcross Road)** was introduced for discussion.

The LSIA is requesting funding to replace and install sidewalks in front of 526 Greenwood Road, 111 S. Longcross Road, and 201 S. Longcross Road in the Linthicum community. Mr. Plessner recused himself from the discussion of this grant application as it was submitted under his name on behalf of the LSIA, but stated that he was available to respond to questions. Ms. Morgan moved to approve for recommendation the grant application for the lower amount, seconded by Mary DesChamps. Marjorie Deschenes stated she visited the site and agrees that the area could definitely use a sidewalk. Chairperson Looper stated the photographs submitted as part of the proposal supports the need for the repairs. Chairperson Looper noted that it is very rare that the two estimates to complete the work are so close in cost, and asked Mr. Plessner if LSIA has a preference in contractors. Mr. Plessner noted that LSIA has worked with both contractors and does not have a preference.

The Committee voted by a margin of 6-0 (with one recusal) to approve for recommendation Grant Application 21-01.

5. **Grant Application 21-02 (LSIA – Sidewalk Replacement at Shipley Road – near Linthicum Library)** was introduced for discussion.

The LSIA is requesting funding to replace sidewalk on Shipley Road next to the Linthicum Library, including sidewalk in front of addresses between 500 S. Hammonds Ferry Road and 511 Shipley Road. Mr. Plessner again recused himself from the discussion, but remained available for questions. Ms. Morgan moved to approve for recommendation the grant application at the lower amount, seconded by Ms. Deschenes. Ms. Deschenes stated she visited the site and agrees that the sidewalk repair is warranted, but noted that some homeowners appear to have completed sidewalk repairs on their own. Ms. Morgan agreed that some portions of sidewalk did not appear to need repair. Mr. Plessner responded and noted that the application focused on areas which needed repair and did not include every home. Howard Johnson asked Mr. Plessner which of the two projects (21-01 and 21-02) would be a priority, and Mr. Plessner noted that this project would be a higher priority as the sidewalk is used to reach the library. Mr. Plessner showed pictures of portions of sidewalk noting areas requiring repair and those that did not require repair, and noted that he visits each homeowner to discuss their participation. Mr. Plessner noted that the grant application included sidewalks fronting 26 homes.

The Committee voted by a margin of 6-0 (with one recusal) to approve for recommendation Grant Application 21-02.

6. **Grant Application 21-03 (Olde Mill Condominium Association – Sidewalk Replacement at Valleywood Road Units 544-558)** was introduced for discussion.

Chairperson Looper introduced Grant Application 21-03, where the Olde Mill Condominium Association is requesting funding for sidewalk replacement between 544 and 558 Valleywood Road. Ms. Deschenes moved to approve for recommendation the grant application at the lower amount, seconded by Mr. Plessner. Ms. Deschenes noted that the sidewalk is in need of repair, and that the Olde Mill Condominium Association had previously submitted an application which was returned by the Committee with a request to submit the work in smaller projects. The Association has received approval for several other smaller projects and this is one of the last sections of that larger project.

The Committee voted by a margin of 7-0 to approve for recommendation Grant Application 21-03.

7. **Grant Application 21-04 (Olde Mill – Curbing Replacement at Valleywood Road Units 544-576)** was introduced for discussion.

Chairperson Looper introduced Grant Application 21-04, where the Olde Mill Condominium Association is requesting funding for curbing replacement from 544 to 576 Valleywood Road. Mr. Plessner moved to approve for recommendation the grant application at the lower amount, seconded by Ms. Deschenes. Ms. Deschenes visited the site and noted that the pavement was beginning to show its age. Mr. Johnson inquired as to whether previous work was completed using concrete as the submitted photos depict an asphalt curb, which it was. Ms. Morgan noted that the grant application seemed to incorrectly note the project beginning at 554 Valleywood Road, but the supporting documentation contained within the application suggest the work beginning at 544 Valleywood. The Committee determined that there must be a typographical error in the application and the proposed repairs begin at 544, rather than 554.

The Committee voted by a margin of 7-0 to approve for recommendation Grant Application 21-04.

8. Chairperson Looper asked if there was any Old Business.

There was no old business to discuss.

9. Chairperson Looper asked if there was any New Business.

Mr. Rineer stated that he visited Valleywood Road and the work that has been completed under the grant program looked very good. Chairperson Looper asked if MAA could highlight the program and provide some examples of projects completed, for submission to local newspapers such as the Capital Gazette. He noted that might be a worthwhile project for the Committee as a whole. Mr. Plessner noted his success working with the Capital Gazette to publish articles in the past.

Mr. Plessner stated that he has talked to neighboring community associations, and many of them have a need for the type of projects typically under consideration, but that the application process requires a considerable amount of work. Mr. Plessner noted that the program includes a number of benefits for local communities. Chairperson Looper noted that the community of Elmhurst has benefited from the program as well.

Future Meeting Dates

Mr. Rineer proposed dates for future meetings for calendar year 2021, and suggested Wednesdays including February 24th, June 2nd, August 25th, and December 1st, consistent with the timing of meetings in calendar year 2020. Mr. Plessner noted the gap between August and December; a meeting was postponed that resulted in the additional time between meetings. Mr. Plessner suggested that the Committee aim to meet every three months. The Committee agreed to meeting dates on February 24th, June 2nd, August 25th and November 17th. Mr. Rineer noted that MAA will publish meeting dates on the MDOT MAA website, and that he would email the meeting schedule and associated timelines to the Committee.

Elections

Chairperson Looper introduced the election of Committee leadership for recommendation to the Secretary for appointment, and noted that his preference would be to hold them in person. Mr. Rineer again noted that MAA direction will likely remain in a telework environment for the foreseeable future. Chairperson Looper asked if MDOT prefers the Committee elect both a chair and a vice-chair, and Ms. Christoffers and Mr. Plessner noted that there may be instances where the Chair is unable to attend or may need to abstain from applications under consideration by the Committee. MDOT suggests voting on a chair, then vice-chair, and forwarding the recommendation to the MDOT Secretary.

Mr. Plessner stated that he is willing to serve as the Chair and noted any potential vice-chair would be very involved, his nomination was seconded by Mr. Johnson. By a vote of six in favor and one abstention, Mr. Plessner was elected Chair for recommendation for appointment by the Secretary.

Chairperson Looper opened the floor to nominations for vice-chair, Mr. Johnson nominated himself, seconded by Mr. Plessner. By a vote of six in favor and one abstention, Mr. Johnson was elected Vice-Chair for recommendation for appointment by the Secretary.

Other New Business

Chairperson Looper and the group welcomed back Ms. Christoffers and Ms. Janowski from leave.

The Fiscal Year third quarter meeting is scheduled for February 24th, 2021.

10. A motion to adjourn the meeting was made by Chairperson Looper and was seconded by Mr. Johnson. The meeting was adjourned at 7:20 p.m. by Chairperson Looper.