

**Town of University Park**  
Council Committee on Public Facilities and Services

**Report of Meeting**

Tuesday, January 31, 2012

7:00 – 9:00 p.m.

University Park Town Hall

6724 Baltimore Avenue, UP MD

Present:

Council Member Len Carey, Ward 4, Chair

Council Member Jacqueline Bradley Chacon, Ward 7

Council Member Michael Cron, Ward 6

Also present:

Chuck Wilson, Program Managers, STEP-UP

Linda Verrill, Van Buren Street, Ward 4

The meeting convened at 7:00 PM Tuesday, January 31, at the Town Hall.

**Review of Committee mission and purview**

The Council Committee on Public Facilities and Services is an advisory committee; its role is to study and recommend to the Council on matters within its purview. The Committee has no oversight or administrative role. The Mayor is welcome to Committee meetings, ex officio. Meetings are open to the public, with participation welcome.

Within the purview of the Public Facilities and Services Committee:

- Street Light placement and replacement
- Paving Streets and Sidewalks
- Parks and Public Spaces
- Town Hall physical
- Shuttle bus
- Trash
- Recycling
- Most matters dealing with Public Works facilities

Not within the purview of the Public Facilities and Services Committee:

- Public safety
- Permits
- Stream
- Safety of Public facilities

## **Town Hall addition**

The Committee will meet in late February, likely on a Tuesday evening, to discuss process for study of a possible addition to Town Hall, a matter previously referred to it by the Council. The Mayor will be invited to attend.

## **Marking and signage of University Park roads and streets**

The Committee recommends: The Council should request the Mayor, with the Director of Public Works and Chief of Police, develop and recommend for Council by April 6, 2012: a plan for the marking and signage of roads and streets within the Town of University Park, including estimated costs and a recommended timetable for implementation, to bring such marking and signage into conformance with the Manual of Uniform Traffic Control Devices (Federal Highway Administration, U.S. Department of Transportation, 2009). Such plan is to be referred to the Committee on Public Facilities and Services for further recommendation to the Council.

The Committee recommends: Further, the Council should request that Mayor and staff take a comprehensive look at traffic safety issues in Town, including:

1. Identify traffic safety issues in town, including location.
2. Identify a suite of remedial actions which the Town can take to address each identified issue.

The Committee recommends: The sidewalk along Underwood Street, adjacent to University Park Elementary School, be repaired by the Town as part of the current paving project, it being in deteriorated condition and representing a trip hazard; further, the Town examine other needed repairs to the public right-of-way to adjacent to the School be undertaken jointly with the School District.

## **Review of Committee Projects**

- a. Street light options via STEP-UP--The Committee was briefed by STEP-UP Program Manager Chuck Wilson in regard to a STEP-UP-sponsored study of street light needs and options in University Park. This study is coordinated by Chief Wynnyk, and will soon be available for Committee study. The Council referred this matter to the Committee.
- b. Compost Pilot Study via STEP-UP--The Committee was briefed by STEP-UP Program Manager Chuck Wilson in regard to a STEP-UP sponsored pilot study of composting of household waste. The Council referred this matter to the Committee.
- c. Tree replacement contingency at Henson Green--The Committee will work with the Mayor, and with the Director of Public Works, to develop a contingency plan for eventual replacement of the large tree in Henson Green which is the Town Holiday Tree each December. The tree leans, and appears to be in decline.

- d. Community Collection event--The Committee recommends that the Town sponsor a semi-annual event for collection of harmful household waste not otherwise collectable in the Town's regular trash collection, yet accepted at the Household Hazardous Waste Acceptance Site. These items include acid car batteries, fluorescent light bulbs, oil-based paints, latex paints, automotive fluids and fuels, gas grill propane tanks, photographic chemicals, cleaning agents, helium balloon tanks, poisons, cooking oils, solvents, varnishes and stains, household batteries, driveway sealers, insecticides, herbicides, swimming pool chemicals, fertilizers, fire extinguishers, mercury, and other hazardous materials. A licensed hazardous materials company professional will remove all acceptable items from resident's vehicle and dispose of them in an environmentally safe manner.
  
- e. Planning for park facilities and uses--The Committee will begin work with the Mayor and with the Director of Public Works to develop a process to plan for:
  - 1. Repair and maintenance of park infrastructure and resources
  - 2. Park use and improvements
  
- f. The Committee also discussed one-side only parking and storage units on private property within the Town. These issues will be addressed outside of Committee processes.

The meeting adjourned at 9:00 PM.