

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

**Meeting Minutes
June 6, 2021**

Attending

Dana Carrington
Marjorie Deschenes
Rodney Jones
Ron Looper
Kevin Plessner
Barbara Morgan
Gary Simmons
Howard Johnson
Mary DesChamps

Representing

Timber Ridge HOA
Provinces Civic Association
Severn Improvement Association
Elmhurst Improvement Association
Linthicum-Shipley Improvement Association
Dundee Community Association
Glen Burnie
Greater Elkrige Community Association
Carriage Pines at Lake Village HOA

Michelle Christoffers
Brittany Janowski
Bruce Rineer

MDOT, Office of the Attorney General
MDOT, Office of the Attorney General
MDOT MAA, Office of Environmental
Compliance and Sustainability, Noise Section
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Compliance and Sustainability, Noise Section

Karen Harrell

MDOT MAA, Office of Environmental
Compliance and Sustainability, Noise Section (HNTB)

Royce Bassarab

Absent

Charles Kiessling
Ben Olson

Glen Burnie Improvement Association
Greater Ferndale Community Civic Association

Darline Terrell-Tyson

MDOT MAA, Office of Environmental
Compliance and Sustainability

Discussion

1. Due to restrictions on in-person gatherings associated with the novel coronavirus, the 4th Quarter 2021 meeting was held on June 2nd, 2021 virtually via Microsoft Teams. The meeting began at 6:04 p.m.
2. Mr. Kevin Plessner, Chair, performed roll call and noted the previously scheduled 4th Quarter meeting did not result in a quorum. For future meetings he noted that Committee members should alert MDOT MAA if they are unable to attend.
3. The Committee reviewed the February 24th, 2021 and March 10th, 2021 meeting minutes. A motion was made by Mr. Gary Simmons and seconded by Mr. Rodney Jones to accept the

February 24th meeting minutes. Meeting minutes were accepted by a vote of 7-0. A motion to accept the March 10th, 2021 meeting minutes was made by Ms. Barbara Morgan and seconded by Mr. Simmons. The motion passed by a vote of 7-0.

4. Administrator's Report: Mr. Bruce Rineer provided the Committee an update on the budget. He highlighted the remaining budget and the recommended total fiscal year 2022 budget, comprised of 2020 calendar operations plus rollover from fiscal year 2021, if applicable. Mr. Plessner noted that the grant applications received for consideration this evening (five total) would, if approved, exceed available funding. The Committee considered the process for reviewing all of the grant applications in consideration of available funding. Mr. Ron Looper suggested the Committee move forward with consideration of the grant applications submitted for this quarter.
5. **Grant Application 21-05 (Woods Edge Townhome Condominium – Sidewalk Replacement at Wharfinger and Baleen Courts)** was introduced for discussion.

The Woods Edge Townhome Condominium Association requests funding for sidewalk repair along Wharfinger Court and Baleen Court in Glen Burnie. Mr. Looper made a motion to approve at the lower amount, seconded by Mr. Simmons. Ms. Dana Carrington noted that she had visited the site and stated that it appeared to be in good shape, with exception of a few places. Mr. Plessner highlighted his pictures and the pictures from the application noting some areas of stepping that warrant replacement. Ms. Marjorie Deschenes also visited the site and noted some uneven areas.

Mr. Plessner also noted the grant application did not reflect the need for the work and appeared to be more of a beautification project. Ms. Carrington asked if it was worth resubmitting with only those sections in need of replacement; Mr. Plessner noted that was a possibility but ultimately that would be up to the community. Mr. Plessner highlighted the high cost of the repair. Ms. Morgan called attention to some confusing elements of the cost estimates. The Committee further discussed the cost estimates included in the grant application. Mr. Looper highlighted that the grant application included cost estimates for work that was not included in the application. Ms. Morgan noted the same issue is present in Grant Application 21-06. Mr. Plessner wondered whether the contractor would provide the same price for only the projects included in the application.

Mr. Simmons amended his motion from a motion to approve to a motion to deny; Mr. Jones seconded the amended motion. By a vote of 7-0, with one abstention, the Committee denied Grant Application 21-05 for recommendation.

6. **Grant Application 21-06 (Woods Edge Townhome Condominium – Parking Area Replacement)** was introduced for discussion.

The Woods Edge Townhome Condominium Association is requesting funding for milling and paving of parking areas in the vicinity of Whaler Court and Warlock Court in Glen Burnie. Mr. Looper motioned to approve the grant application at the lower amount. Ms. Morgan seconded. Ms. Carrington asked whether a parking lot is an appropriate project. Mr. Looper noted the committee has recommended for approval parking lots in the past. Mr. Plessner shared pictures he took of the project as well as photos from the grant application. The Committee discussed the quotes from both contractors and noted inconsistencies. The

Committee noted the grant application was confusing and any resubmittal should include adequate documentation that specifically captures the project being submitted.

Mr. Looper amended the motion to approve to a motion to deny for recommendation Grant Application 21-06, based on the confusing cost estimates, seconded by Mr. Simmons. By a vote of 9-0, the Committee denied Grant Application 21-06 for recommendation.

7. **Grant Application 21-07 (Mill Race HOA – Tree Planting)** was introduced for discussion.

The Mill Race HOA is requesting funding to plant trees in the vicinity of Veterans Highway and Interstate 97. Ms. Morgan made a motion to approve at the lower amount, seconded by Mr. Looper. The Committee noted both cost estimates resulted in confusion as to the scope of the grant application. The Committee noted that one cost estimate was based on the unit cost of individual trees. The Committee also discussed whether tree planting projects had been approved in the past, which has been done. Mr. Rineer noted that noise attenuation may not be achieved based on the scope of the grant application.

By a vote of 7-2, the Committee approved Grant Application 21-07 for recommendation.

8. **Grant Application 21-08 (Sussex Square Condominium Council – Parking Lot Replacement)** was introduced for discussion.

The Sussex Square Condominium Council is requesting funding for parking lot replacement and repair on Norwood Drive and Belmawr Place in Millersville. Mr. Looper motioned to approve for the lower amount, seconded by Mr. Simmons. The Committee noted the lower amount is in excess of the remaining budget. Ms. Carrington noted the parking lots seemed to be in good shape with exception of some speed bumps. Mr. Plessner noted that there are areas that need to be replaced, but resurfacing the entire parking lot did not seem needed.

The Committee discussed options based on available funding, including denial of the grant application and a suggestion for the Association to resubmit multiple applications for different work. The Committee discussed whether a grant application could be approved without knowledge that funds would be available the following fiscal year. Mr. Looper noted that in the past the Committee has requested that larger projects be resubmitted as smaller and more specific projects. Mr. Plessner noted that it is the Committee's duty is to ensure the limited funds go to the right projects, not just projects that qualify.

Mr. Looper amended the motion to approve to a motion to deny the grant application for recommendation based on insufficient funds, seconded by Mr. Jones. By a vote of 9-0, the amended motion carried and the grant application was denied for recommendation.

9. **Grant Application 21-09 (North Linthicum Improvement Association (NLIA) – Sidewalk)** was introduced for discussion.

The NLIA is requesting funding to replace existing sidewalks located on Colonial Drive. Mr. Looper made a motion to deny based on insufficient funds; seconded by Ms. Deschenes. The Committee discussed the amount of the cost estimates and whether a response should include

a suggestion to break the project into smaller projects for funding purposes. Mr. Plessner noted the pictures accurately reflected the need to replace the sidewalks.

By a vote of 9-0, the motion to deny carried and the grant application was denied for recommendation.

10. New Business

Mr. Rineer provided a brief presentation on the Maryland OneStop Portal and how potential applicants can access the information. The OneStop Portal will be linked from the MDOT MAA website. Mr. Rineer highlighted the steps in the grant application process using the existing form in an online environment. Mr. Rineer noted that MDOT MAA will receive an email notification indicating that a grant application has been submitted. Once fully implemented, MDOT MAA would update the guidelines reflecting the revised application process via the online portal.

Mr. Rineer also discussed continued development of an ArcGIS mapping portal that would allow a potential applicant to view their address to determine their location relative to eligibility boundaries.

Mr. Plessner inquired as to how the new email address for receipt of applications is working for MDOT MAA. Mr. Rineer stated all applications were received via email, and Ms. Karen Harrell noted that Committee review of grant applications will still occur through the existing portal – not the OneStop Portal.

The Committee discussed the issue of Certificates of Good Standing, as they were not discussed specific to any grant application this evening. The Committee elected to add a standing agenda item to verify certificates of good standing prior to considering any grant applications.

11. Old Business

None

12. Open Discussion

Ms. Harrell noted that some members need to complete ethics statement disclosures, and she will reach out to those members individually.

13. Ms. Morgan motioned to adjourn, seconded by Ms. Deschenes. All voted in favor and the meeting adjourned at 7:35 p.m.