

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

**Meeting Minutes
August 25, 2021**

Attending

Marjorie Deschenes
Rodney Jones
Ron Looper
Kevin Plessner
Howard Johnson
Gary Simmons

Representing

Provinces Civic Association
Severn Improvement Association
Elmhurst Improvement Association
Linthicum-Shipley Improvement Association
Greater Elkridge Community Association
Glen Burnie

Brittany Janowski
Bruce Rineer

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

Karen Harrell

MDOT MAA, Office of Environmental
Compliance and Sustainability, Noise Section

Royce Bassarab

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

Absent

Mary DesChamps
Barbara Morgan
Charles Kiessling
Dana Carrington
Ben Olson

Carriage Pines at Lake Village HOA
Dundee Community Association
Glen Burnie Improvement Association
Timber Ridge HOA
Greater Ferndale Community Civic Association

Michelle Christoffers
Darline Terrell-Tyson

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

Discussion

1. The 1st Quarter 2022 meeting was held on August 25th, 2021 virtually via Microsoft Teams. The meeting began at 6:04 p.m.
2. Mr. Kevin Plessner, Chair, performed roll call and welcomed all attendees.
3. The Committee reviewed the previous meeting minutes from the CY2021 4th Quarter meeting held on June 2nd, 2021. A motion was made by Mr. Ron Looper and seconded by Ms. Marjorie Deschenes to accept the June 2nd, 2021 meeting minutes. Meeting minutes were accepted by a vote of 6-0.
4. Administrator's Report

Mr. Bruce Rineer provided the Committee an update on the budget. He highlighted the total fiscal year 2022 budget, comprised of 2020 calendar operations plus rollover from fiscal year 2021. No applications were received for consideration for the quarter.

5. Certificate of Standing Review for Submissions

No grant applications were submitted.

6. Grant Applications

No grant applications were submitted.

7. New Business

Mr. Rineer provided a summary of work MDOT MAA is undertaking to transition content from the www.maacommunityrelations.com website to www.marylandaviation.com. Both sites are live now and in the future a redirect from maacommunityrelations.com will direct web traffic to www.marylandaviation.com. This program will be located under the Environment/Airport Noise section of the website. Mr. Rineer walked Committee members through the website and noted that work is ongoing. He highlighted the Maryland OneStop Portal and mapping tool, as well as the history of the program.

Mr. Rineer demonstrated the functionality of the mapping application, highlighting that any user can input an address which results in a point on the map that shows whether a location is inside or outside boundary of eligibility.

Mr. Rineer next demonstrated the functionality of the Maryland OneStop Portal. The OneStop Portal is linked from the new portion of the MDOT MAA website. Mr. Rineer highlighted the steps in the grant application process using the existing form in an online environment, and noted that MDOT MAA will receive an email notification via maaceg@bwiairport.com indicating that a grant application has been submitted. Submission by an applicant alerts MDOT MAA staff who can take the necessary next steps.

Mr. Looper asked about whether the system times out after a certain amount of time, and whether a potential applicant can start and stop the process. Mr. Plessner offered to test both functions. Mr. Gary Simmons asked whether it is possible to obtain a printed map showing this information. Mr. Rineer will print and mail a map to Mr. Simmons.

No changes regarding the new OneStop Portal to the existing program guidelines are planned at this time. Mr. Howard Johnson inquired whether the guidelines should suggest to applicants to consider breaking larger projects into smaller projects or phases. Mr. Plessner suggested this guidance may be more informal rather than incorporated into the guidelines. Ms. Deschenes noted that errors or questions in one portion of a large package would jeopardize the entire application. Mr. Looper suggested Committee members with relevant experience preparing applications draft some informal guidance.

8. Old Business

None

9. Open Discussion

Mr. Simmons asked about eligibility of projects at schools. Mr. Plessner noted that applications must be submitted by a community association or HOA. Mr. Plessner noted a previous application submitted by a PTA was denied perhaps in part because it was not from a proper applicant. Mr. Plessner noted the minutes from that meeting would provide clarification. Mr. Looper added that the projects should be transportation-related. Mr. Plessner will investigate and provide clarification to Mr. Simmons.

10. Mr. Johnson motioned to adjourn, seconded by Mr. Simmons. All voted in favor and the meeting adjourned at 6:36 p.m.