

Trappe Town Council
October 1, 2025

President Newnam called the public hearing to order at 6:00 pm. Council members Brian Schmidt, Michael Sullivan, Rose Potter and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Baband, Superintendent Shawn Lane and Town Attorney Lyndsey Ryan.

Ordinance 6-2025 – An Ordinance of the Town of Trappe to amend Section 13.6 of the Trappe Town Code titled “Regulation of the Placement of Refuse and Other Waste for Collection, to establish regulations for the placement of refuse or waste receptacles within the Town of Trappe was read by President Newnam. President Newnam read Bobby Croswell’s email that is filed with the records. No other public comments. Commissioner Sullivan made a motion to close the public hearing at 6:04 pm. Commissioner Potter seconded the motion and it was unanimously approved.

President Newnam called the regular meeting to order at 6:04 pm.

Agenda: Commissioner Potter made a motion to approve the agenda as presented. Commissioner Chase seconded the motion and it was unanimously approved.

Minutes: Commissioner Potter made a motion to approve the September 3, 2025 Workshop and Council minutes as presented. Commissioner Sullivan seconded the motion and it was unanimously approved.

Clerk’s Report: Administrator Braband read the Clerk’s report that is filed with the records along with the General Fund budget and the Enterprise Fund Budget.

Public Works: Superintendent Lane read the monthly report that is filed with the records. Superintendent Lane stated that at Commissioner Potter’s request he received two estimates to top the trees at Nace’s Park. The first was a written estimate of \$12,500 and the second was a verbal estimate of \$8,500 - \$10,000. There are 39 trees at Nace’s Park and both contractors warned that the trees may die if topped because they are not mature. After discussion the consensus was to leave the trees as is but to continue heightening them as needed.

Public Safety: Sgt. Aita presented the monthly police report that is filed with the records. Sgt. Aita stated that the grant funding has ended and they have not received a response from the new application. This will reduce the number of hours that the Sheriff’s Department will be in Town on scheduled patrols.

Planning & Zoning: Commissioner Schmidt stated that the Planning Commission did not meet in September.

Communications: President Newnam read the following announcements –

- Nace's Day is Nov. 1st. Commissioners Chase and Potter will be riding in the parade with Superintendent Lane driving the Town truck. The little library dedication will also be held during Nace's Day.
- Street sweeping will be on Oct. 27th
- Bulk trash day is Friday, Oct. 31st and registration forms are due by Tuesday, Oct. 28th

President Newnam read an update from James Cook regarding the progress on the Lakeside water infrastructure and the Well 4R installation. Lakeside is projecting to have Well 4R completed and online by the end of November. Lakeside is also projecting to be ready to start construction of their water tower in Spring 2026.

Attorney Updates: Attorney Ryan stated that the Town will need to enter into a joint agreement with Talbot County regarding the installation of the softball field at Home Run Baker park and the grant the Town received. A draft agreement has been sent to the County Attorney and will hopefully be back to the Town Council at their Nov. 5th meeting.

Executive Session: President Newnam stated that an executive session was held on September 3, 2025 to obtain legal advice.

ORDER OF BUSINESS BEFORE THE COUNCIL

Ordinance 6-2025 - An Ordinance of the Town of Trappe to amend Section 13.6 of the Trappe Town Code titled “Regulation of the Placement of Refuse and Other Waste for Collection, to establish regulations for the placement of refuse or waste receptacles within the Town of Trappe was read by President Newnam. A public hearing was held this evening. After discussing the concerns received regarding the time trash is allowed to be set out and the Town’s ability to enforcement the code, Commissioner Schmidt made a motion to amend the Ordinance by changing the timeframe to no earlier than 2:00 pm on the day prior to collection and trash containers must be removed from the street no later than 8:00 pm on collection day. Commissioner Sullivan seconded the motion and it was unanimously approved. Commissioner Chase made a motion to reopen the public hearing on Ordinance 6-2025 due to the changes made and to take public comment until the November 5th Council meeting. Commissioner Sullivan seconded the motion and it was unanimously approved.

Water Tower Maintenance: Katherine McAllister from GMB stated that she and Superintendent Lane attempted to take the water tower offline in preparation for the interior

water tower maintenance that was scheduled to start later this month. In doing so there were issues that caused the Psi to drop dramatically and residents quickly lost access to water. Ms. McAllister presented a few options for the Council to consider but all would be very expensive or the Council could choose to hold off on the interior maintenance again. The tower is in moderate condition and the interior maintenance is not critical at this time, it was due according to the maintenance schedule. Ms. McAllister stated that once Lakeside brings their water tower online that will help dramatically and the Town would be able to take the existing tower offline without any issues. After discussion, the Council decided to hold off on the interior maintenance and ask Southern Corrosion to inspect the tower twice a year and the Council would revisit the issue after the next inspection.

Public Questions/Comments:

Wayne Windsor – Mr. Windsor voiced his concerns with the house across the street from Town Hall and the signs that are posted in the front yard. Attorney Ryan stated that the Town will review the Zoning Ordinance and look into regulating temporary signs and the number allowed on a property. Mr. Windsor voiced his concerns over the cracked sidewalk on Main Street and the grease on the sidewalk by Coffee Trappe. President Newnam stated that the Town will take a look at the cracked sidewalk and determine what needs to be done to repair it and contact Mr. Mitchell to have the sidewalk cleaned in front of the Coffee Trappe.

Mary Anne Windsor – Mrs. Windsor voiced her concerns over the dogs barking in one of her neighbor's yards. She has called the Humane Society but they cannot do anything unless the dogs are actively barking when they arrive. Mrs. Windsor would like the Town to do something about the dogs barking and the number of dogs allowed on one property.

Executive Session: No executive session is requested.

With no further business to discuss, Commissioner Potter made a motion to adjourn the meeting at 7:36 pm. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,
Erin Braband, Town Administrator