

Trappe Town Council
January 7, 2026

President Newnam called the public hearing for Ordinance 7-2025 to order at 6:00 pm. Commissioner Sullivan read Ordinance 7-2025 – An Ordinance of the Town of Trappe authorizing a Line of Credit Promissory Note with Shore United Bank, N.A. in the principal amount of \$645,000.00, the proceeds of which may be used to provide interim financing to cover expenses and indebtedness that may arise from the design and construction of an upgraded Town of Trappe wastewater treatment plant for enhanced nutrient removal, said loan to be repaid by grant funds received by the Maryland Department of the Environment, and that the Town will pledge its full faith and credit toward the repayment of the loan. No public comment was received. Commissioner Sullivan made a motion to close the public hearing at 6:01 pm. Commissioner Newnam seconded the motion and it was unanimously approved.

President Newnam called the regular meeting to order at 6:01 pm. Council members Brian Schmidt, Michael Sullivan and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Braband, Superintendent Shawn Lane and Town Attorney Lyndsey Ryan.

Agenda: The agenda was approved as submitted.

Minutes: Commissioner Chase made a motion to approve the December 3, 2025 Workshop and Council minutes and the December 16, 2025 Workshop 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.

Public Safety: 1st Sgt. Aita read the monthly report that is filed with the records.

Planning & Zoning: Commissioner Schmidt stated that no meeting was held in December.

Communications: None

Attorney Updates: None

Executive Session: No executive session was held on December 3, 2025.

ORDER OF BUSINESS BEFORE THE COUNCIL

Ordinance 7-2025 – An Ordinance of the Town of Trappe authorizing a Line of Credit Promissory Note with Shore United Bank, N.A. in the principal amount of \$645,000.00, the proceeds of which may be used to provide interim financing to cover expenses and indebtedness that may arise from the design and construction of an upgraded Town of Trappe wastewater treatment plant for enhanced nutrient removal, said loan to be repaid by grant funds received by the Maryland Department of the Environment, and that the Town will pledge its full faith and credit toward the repayment of the loan was read by President Newnam. A public hearing was held this evening and no comment was received. Commissioner Chase made a motion to adopt Ordinance 7-2025. Commissioner Sullivan seconded the motion.

VOTE:

Schmidt – Y Sullivan – Y Newnam – Y Chase – Y

Motion approved

Wastewater Treatment Plant ENR Upgrade – Electrical Service – Dan String from KCI stated that the design phase of this project is approaching 90% completion and should be going to MDE for their review soon. In preparing the design, KCI determined that the electric supply at the current plant is not adequate for the ENR upgrade. There are 2 options to run new 3 phase electrical service to the site. First option is to take an overhead approach following the right-of-way with no easements needed and the costs would be between \$750,000 and \$1,000,000. The second option is to run the line underground but would require an easement from Talbot County to access the Home Run Baker property. The costs for this option would be approximately \$108,000 to Delmarva Power and excludes the cost of installing the necessary conduit. Mr. String stated that this expense should be covered under the MDE grant as a fully eligible expense. Attorney Ryan stated that she has reached out to the County and they are requesting KCI to prepare an easement exhibit for them to consider. This will need County Parks Board approval as well as County Council approval. After discussion, Commissioner Sullivan made a motion to move forward with the underground option. Commissioner Chase seconded the motion.

VOTE:

Schmidt – Y Sullivan – Y Newnam – Y Chase – Y

Motion approved

Wastewater Superintendent Contract Extension – Administrator Braband stated that the Town's current contract with Livingston Septic for Superintendent services expires the end of January and Livingston has offered to extend the contract for another year at the same price. President Newnam made a motion to approve the Superintendent contract with Livingston Septic. Commissioner Chase seconded the motion.

VOTE:

Schmidt – Y Sullivan – Y Newnam – Y Chase – Y

Motion approved

Home Run Baker Park Softball Field Grant – Attorney Ryan stated that the County Council have approved and signed the Joint-Use Agreement and it is ready for the Council's signature. Attorney Ryan also stated that the Town needs to enter into a reimbursable grant agreement with the Little League which lays out the responsibilities of both parties and how the grant funds will be administered. Nick Newnam, President of the Little League, stated that they have reviewed the agreement and are ready to move forward with it. After discussion, President Newnam made a motion to approve the reimbursable grant agreement with the Little League. Commissioner Chase seconded the motion.

VOTE:

Schmidt – Y Sullivan – Y Newnam – Y Chase – Y

Motion approved

Public Questions/Comments:

Brian Endzel – Mr. Endzel owns a property on Piney Hill Road that is in Town limits but does not have Town sewer service, it currently has a septic system. Mr. Endzel asked how he could connect his property to Town sewer should his septic fail. Attorney Ryan stated that Mr. Endzel would be financially responsible to run the sewer main from the closest end point to his property and any questions regarding his septic system would need to be addressed with Talbot County Health Department.

Nick Newnam – Mr. Newnam thanked the Council for their help with the softball field project and congratulated them on getting the ENR upgrade started.

Cheryl Lewis – Ms. Lewis stated that the fire department received grant funding from the Federal Government for the new fire house and they are working on getting permits in place and continuing to raise funds.

Executive Session: No executive session is requested.

With no further business to discuss, Commissioner Sullivan made a motion to adjourn the meeting at 6:47 pm. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,
Erin Braband, Town Administrator