

**TOWN CLERK FRONT OFFICE REPORT
MAY 2019**



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Meetings/events

Ms. McAuley attended weekly management team meetings where department information was shared and discussed. Draft Council Meeting agendas were formulated for the Mayor's approval.

Ms. McAuley attended a meeting with the Bostwick partner Sam Parker and Dan Tana, Prince George's County Historic Preservation Commission staff, to assess the progress of the porch and buttress restoration projects. Mr. Tana also did an easement check on the interior of the stable to ensure we are complying with the easement agreement. No problems were found.

Ms. McAuley attended the Battle of Bladensburg Taskforce's retirement breakfast for Matt Neitsy, former Director of the Prince George's County's Visitor's Bureau. Matt contributed a great deal of resources and support to the efforts promoting the War of 1812 Commemoration in the Port Towns and the County.

Ms. McAuley met with Kirstin Faulk, ATHA, to discuss Bostwick's current restoration status and its role as the primary historic resource in the Port Towns. Ms. Faulk has been hired, through a State grant, to promote the Port Towns to visitors in the D.C. region and State.

Ms. McAuley met weekly with Alison Miller, Town grant contractor, to review MEA and Community Legacy grant management. The current collaborative grants are coming to a close. Residents will have other available opportunities to apply for energy assistance.

Ms. McAuley attended the Saturday Public Informational Session for the FY 20 Budget.

Ms. Griffin met with Mayor James and Renee Green concerning the Memorial Day Ceremony.

Ms. Griffin assisted Mayor James and Renee Green in promoting the Elementary School Essay writing contest "What the American Flag Means to Me".

Ms. Griffin assisted the Mayor with preparing the certificates for the Port Towns Youth Council Award Ceremony.

Ms. Griffin attended meetings of the Port Towns' Day Planning Committee. She and Mr. Joe Harris continue to work on logistics for this event.

Bigbelly Refuse/Recycling Stations

Ms. McAuley and Ms. Allison Miller are preparing a Community Legacy grant application for eight to nine additional refuse/recycling stations in the Port Towns (two in each Town). Locations have been determined and all Port Towns consider this continuing project to be a success from the points of decreasing litter, encouraging recycling and lowering maintenance/labor costs.

Bostwick

The Front Porch roof restoration is near completion. The latest contractor is doing an outstanding job and the difference it has made to the house is easily seen from 48th Street.

The County has given the Town a one year extension for the grant for Phase I of the South Buttress Restoration. This was necessary to accommodate the schedule for the University of Maryland graduate students in Historic Preservation to deconstruct and document their findings.

Street Improvements

We have finalized the agreement with Mark Clar to serve as our interim Town Engineer. Mr. Clar has agreed to assist the Town with the 58th Avenue Phase I project and the Community Development Block Grant PY 44 Spring Road Improvements.

It is imperative the work of 58th Avenue be completed during the summer when the schools are in recess. Otherwise traffic issues as a result of street work would create a multitude of problems for students and residents of Ward II.

Website

Ms. McAuley continues to upload Town documents (Agendas, Minutes, Mayor, Council, and Staff Reports) on a monthly basis.