

**TOWN CLERK/FRONT OFFICE REPORT
JUNE 2019**



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Meetings

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 met with Jon Giannetti, Aman Trust, to discuss placing the Battle of Bladensburg Diorama at Bostwick.

Ms. McAuley met weekly with Alison Miller, Town grant contract, to review MEA and Community Legacy grant management and work on two Community Legacy grant applications.

Ms. Griffin attended the Port Towns' Day planning committee meetings.

Community Legacy Grant Applications

Ms. McAuley and Ms. Miller applied for a grant for pedestrian lighting along the 57th Avenue sidewalks between Bladensburg High School and the Bladensburg Community Center. The application was for twenty lights and would be identical in style to the lights already installed on 57th Avenue between Annapolis Road and 58th Avenue, however, these lights will have LED bulbs. The grant application also requests funding for electrical engineering, power source boxes, concrete bases, and installation costs. We are requesting \$175,000 for this project.

The second grant application was for eight or nine Bigbelly dual trash/recycling units, two for each of the Port Towns. We requested \$100,000 for this project.

Both of these projects align with the Port Towns' Sustainable Community action plan.

Mr. Purnell Hall was instrumental in assisting with both grant applications. He found suitable locations for the new Bigbellys in Bladensburg and got cost estimates for the lighting project.

Graduation Certificates

Ms. Griffin prepared a number of Certifications for area students in recognition of their final year at our elementary schools.

Summer Intern

The Front Office welcomed back for a second summer, Melanie Barrientos. Melanie will be helping with Port Towns Day logistics and preparation for the October Town elections.

Street Improvements

Mr. Clar, civil engineer, prepared bid specifications for the first phase of the 58th Avenue project. This project is time sensitive due to school schedules.

He will begin working on the Spring Road project (CDBG) in July.

Bostwick

University of Maryland graduate students in the Historic Preservation Program are preparing to begin deconstruction and documentation of the South Buttress on the Main House.

The porch restoration is now complete and the final contractor did a wonderful job.

Once the buttress is restored the “envelope” of the house is complete and focus can turn to interior restoration.

Maryland Municipal League Conference

The Front Office staff handled final logistics for the conference attendees, including: ordering shirts, registering the flag bearer, and ensuring hotel bills were covered.

New Flooring

All the administrative office staff prepared for new flooring installation by emptying their offices of all small items and light furniture.

This change makes for a healthier, more attractive office space.

**TOWN OF BLADENSBURG MUNICIPAL ELECTIONS
OCTOBER 7, 2019
TOWN HALL
4229 EDMONSTON ROAD
POLLS OPEN 7 AM TO 7 PM**

ELECT THE FOLLOWING POSITIONS:

**ONE COUNCIL MEMBER, WARD I – FOUR YEAR TERM
Currently held by Council Member Bridgeman
ONE COUNCIL MEMBER, WARD II - FOUR YEAR TERM
Currently held by Council Member Dorsey**

IMPORTANT ELECTION DEADLINES:

DEADLINE TO FILE AS A CANDIDATE (INCLUDING A FINANCIAL DISCLOSURE FORM): AUGUST 23, 2019, 5:00 P.M.

FIRST DATE TO OBTAIN AN ABSENTEE BALLOT APPLICATION: AUGUST 23, 2019, 9:00 A.M.

DEADLINE TO REGISTER TO VOTE: SEPTEMBER 7, 2019, MIDNIGHT

DEADLINE FOR AN ABSENTEE BALLOT APPLICATION TO BE RECEIVED BY TOWN CLERK: SEPTEMBER 30, 2017, 5:00 P.M.

DEADLINE TO TURN IN AN ABSENTEE BALLOT (ELECTION DAY): OCTOBER 7, 2019, 7:00 P.M.

ELECTION DAY: OCTOBER 7, 2019, 7:00 A.M. – 7:00 P.M.