

The Town of New Market



Town Council Minutes
40 South Alley, New Market, MD 21774
General Session
May 14, 2026 – 7:00 p.m.

The Mayor and Council of the Town of New Market met virtually via Zoom on Thursday, May 14, 2026, with Mayor Winslow Burhans presiding. Councilmembers present were Kevin DeLany, Nicole Moravy, Michaela Mueller, Kristina Trunnell, and Howard Wilson. Also in attendance were Pat Faux, Town Planner/Zoning Administrator; Steve Pippin, President of NMCP; Shawn Burnett, Town Engineer; Tim Rye, Town Engineer; and Eric Adamski, Town Engineer.

The meeting was called to order at 7:00 p.m.

ADMINISTRATIVE BUSINESS

Motion: Councilmember DeLany made a Motion to Approve the April 9, 2026, minutes as written.
Second: Councilmember Wilson
Public Comment: None
Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

CONTINUED BUSINESS

Ms. Adamski presented the revised Draft Ordinance 2026-04: Forest Conservation, along with comments received from the Department of Natural Resources (DNR). Staff requested that a Public Hearing be scheduled on the proposed ordinance for June 11, 2026.

Motion: Councilmember Mueller made a Motion to Introduce Ordinance 2026-04: *Forest Conservation*.
Second: Councilmember DeLany
Public Comment: None
Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)
Against – 0
Abstain – 0

Mayoral Initials:

Absent – 0
The Motion passed.

NEW BUSINESS

East Main Off-Site Easement

Staff, along with the applicant, T. Wesley Poss, presented a proposed document titled "Declaration of Forest Resource Deed of Easement/Maintenance Covenants and Agreement." The document would grant a 1.8-acre forest conservation easement in the Town-owned 100 Acre Woods Park.

Staff reported that the Mayor and the Council granted conceptual approval for this easement in 2025; however, the final easement location had not yet been determined. Based on the conceptual approval, the Planning Commission in April 2026 approved the Forest Conservation Plan for the East Main Street TRC development at the east end of Main Street. Implementation now requires approval of the final easement location and recordation of the deed.

The proposed easement is located along the southern boundary of the park adjacent to the common open space of the West New Market PUD. Staff explained that the area has no vehicular access, is unsuitable for future park development, and contains mature forest, steep slopes, and a portion of the Cherry Run stream. The easement area is separated from both the LOUYAA lease area and planned modifications to existing forest conservation areas, as well as from the northern portions of the park that may be affected by future parkway development.

Staff noted that the use of off-site forest conservation easements is an accepted method of forest mitigation under both the Town's current Forest Conservation Ordinance and the proposed ordinance revisions. Staff further reported that this would be the second forest conservation easement approved on Town-owned property, with the first having been established in 2006 in connection with The Orchard development south of South Alley.

Motion: Councilmember Moravy made a Motion to approve the Mayor's signature on the easement documents.

Second: Councilmember Mueller

Public Comment: Katie Russell

Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)

Against – 0

Abstain – 0

Absent – 0

The Motion passed.

Mayoral Initials: 

Introduction of Ordinance 2026-02: An Ordinance making Appropriations and Adopting the Operating Budget for the Town of New Market for Fiscal Year ending June 30, 2027, including the discussion/decision on Constant Yield Tax Rate

Mayor Burhans introduced Ordinance 2026-02 and requested that a Public Hearing be scheduled for June 11, 2026, to receive public comment on the proposed ordinance. The Council discussed and considered adopting the Constant Yield Tax Rate for FY27 but determined that the average savings to homeowners would be minimal. As a result, the current property tax rate of \$0.12 per \$100 of assessed value will remain unchanged.

Motion: Councilmember DeLany made a Motion to Introduce 2026-02 at the current 12 cents (0.12) per hundred real property tax rate.
Second: Councilmember Wilson
Public Comment: Katie Russell
Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

Introduction of Ordinance 2026-03: An Ordinance making Appropriations and Adopting the Capital Budget for the Town of New Market for the Fiscal Year ending June 30, 2027

Mayor Burhans introduced Ordinance 2026-03 and requested that a Public Hearing be scheduled for June 11, 2026, to receive public comment on the proposed ordinance.

Motion: Councilmember Wilson made a Motion to Introduce Ordinance 2026-03.
Second: Councilmember Moravy
Public Comment: None
Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

Proposal for Tree Removal – 90 W Main Street

Councilmember Wilson presented a proposal from Butler Tree Service for the removal of trees located at the 90 W Main Street property.

Motion: Councilmember Mueller made a Motion to Accept the proposal from Butler Tree Service for \$3,800, taking that same amount from the Unappropriated Reserve and putting it into Tree Management for the FY26 budget.
Second: Councilmember DeLany

Mayoral Initials: 

Town Council Minutes
May 14, 2026
Page 4 of 6

Public Comment: None
Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

Request for Funds for USA Flags – 250th Anniversary

Councilmember Mueller requested funding from the Special Events budget for the purchase of Hopkinson Flags to commemorate the Nation's 250th Anniversary. The flags are estimated to cost approximately \$50 each and would be made available at no cost to the first 40 interested residents and businesses along the Main Street corridor.

For residents outside the Main Street corridor who wish to participate, a link will be provided to purchase flags independently. The committee's goal is to have the flags displayed prior to the Garden Tour on June 13, 2026, and to remain on display throughout the month of July.

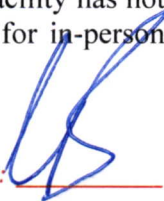
Motion: Councilmember Wilson made a Motion to purchase up to \$2,000 (40 flags) to be distributed to the public on Main Street for display.
Second: Councilmember Moravy.
Public Comment: Caitlin Moroney
Vote: For –4 (DeLany, Moravy, Mueller, Wilson)
Against – 1 (Trunnell)
Abstain – 0
Absent – 0
The Motion passed.

90 W Main Street Renovations

Councilmember Mueller presented the architectural first-floor plan for the 90 W Main Street Renovations. Councilmembers Wilson and DeLany had concerns about the ADA-compliant ramp at the side entrance. They will schedule a walk-through and meet with the architect, Richard Washburn, and Jamie Remsburg of Remsburg Paving regarding this issue. Councilmember DeLany also made some suggestions, including adding a gate or door leading to the basement and a podium in the meeting room. The Council is satisfied with the interior renovations as presented. The Council will address the ADA-compliant ramp at the side entrance at a future meeting.

Liaison Reports

Councilmember Wilson asked whether future Town Council meetings could be held in the Event Barn, he heard there was an upcoming turnover meeting. Staff reported that the facility has not yet been officially turned over. Councilmember Wilson expressed his preference for in-person Town Council meetings.

Mayoral Initials: 

Town Council Minutes
May 14, 2026
Page 5 of 6

Councilmember Wilson reported he attended the Frederick County 250th Celebration Committee meeting. He noted that on July 8th at 6:00 pm, communities across the country will come together to read the Declaration of Independence. Information regarding upcoming events are available through Visit Frederick and the national 250th anniversary website. He also received brochures for the Garden Tour and will provide them to Councilmember Moravy for distribution to local businesses.

Councilmember Mueller reported that the remediation construction work at 90 W Main Street is scheduled to begin on Monday and is expected to be completed within two weeks.

Councilmember Moravy reported that Town of New Market made the Frederick News-Post regarding the graffiti incident at the New Market Middle School. She expressed support for the students and families affected and commended the school administration for its response. She also offered condolences for the loss of a member of the New Market Volunteer Fire Department (NMVFD). Councilmember Moravy noted that the NMVFD presentation has been rescheduled to the June meeting and distributed copies of the department's funding request presentation to the Council.

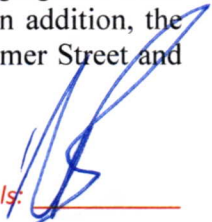
Councilmember Trunnell reported that she and Councilmember Mueller will meet with all parties involved at the Event Barn on Monday at 1:00 p.m. to conduct a walk-through and review the facility and its functionality.

Councilmember DeLany reported on the Planning Commission meeting held on May 7, 2026. The Planning Commission approved Permit #2077B, Combined Preliminary/Final Forest Conservation Plan – New Market England Woods Phase I; Permit #2010B, East Main Street Improvement Plan; and Permit #2097B, East Main Addition Plat. The Commission also elected Brooke Donahue as Vice Chair and Arnold Alcantar as Alternate Vice Chair.

Councilmember DeLany further reported that, as discussed during the 90 West Main Street renovation update, he and Councilmember Wilson met with Jamie Remsburg to review recommendations for parking lot improvements.

Regarding the potential acquisition of the Orchard Soccer Field, Councilmember DeLany stated that, after consulting with Town Attorney William Wantz, he met with representatives of the Orchard Homeowners Association and proposed to take a poll of homeowners to gauge interest in transferring ownership of the property to the Town. A letter approved by Mr. Wantz was distributed to residents the previous Friday. There have been some reactions and questions online. He hopes to have an update at the next meeting.

Councilmember DeLany also reported that the Main Street crosswalks are scheduled to be repainted during the week of May 18. The work will require single-lane traffic flagging, and it has been requested that work not occur during school drop-off and pick-up times. In addition, the replacement bollard for the emergency access connection between William Plummer Street and North Alley has been received by Remsburg and is awaiting installation.

Mayoral Initials: 

Town Council Minutes
May 14, 2026
Page 6 of 6

Pat Faux provided an update on the Master Plan, reporting that she anticipates distributing a draft internally to the Planning Commission and Town Council for review prior to presenting it at an upcoming Planning Commission meeting.

ADJOURNMENT

Motion: Councilmember DeLany
Second: Councilmember Mueller
Public Comment: None
Vote: For –5 (DeLany, Moravy, Mueller, Trunnell, Wilson)
Against – 0
Abstain – 0
Absent – 0
The Motion passed.

The meeting was adjourned at 9:22 p.m.

Respectfully submitted,

Michelle Mitchell
Clerk to Mayor and Town Council

Mayoral Initials: 