

**COUNCIL MEETING**  
**December 10, 2024**  
**7:30 P.M.**

The regular meeting of the Mayor and Council of the Town of Hampstead was held at Hampstead Town Hall, 1034 South Carroll Street, on Tuesday, December 10, 2024. Mayor Nevin called the meeting to order at 7:31 p.m. The following Council Members were present: Ms. Barrett, Mr. Thomas, and Mrs. Painter. Staff members present were: Town Manager Jim Roark, Public Works Superintendent Kevin Hann, and Chief of Police Dave Snyder.

Guests present were: David Padilla.

**MINUTES APPROVAL:**

Mrs. Painter made a **motion to approve the Public Hearing minutes and Town Council Meeting minutes of November 12, 2024.** Ms. Barrett seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

**REPORTS:**

All reports were made.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

Mayor Nevin initiated the discussion of the **Award of Contract for Water Main Construction Inspection Services RFP No. TOH-WMCIS – FY25-01.** Mr. Roark explained that the Town would be fronting the monies on both contracts and would be reimbursed at a later date by MDE through the Emerging Contaminants EPA Grant. He stated that there were two bids received, one from CMTS LLC and one from WebHawkx, LLC. He explained that the Town did due diligence for both companies. The Town then met with the owner of WebHawkx, as well as the inspector that would be assigned to the project. He stated that the Town also contacted their references. Additionally, WebHawkx is a local and minority-owned business. Mr. Roark stated that Town Staff recommended the award of the contract to WebHawkx, LLC.

Mr. Thomas made a **motion to award the Contract for Water Main Construction Inspection Services RFP No. TOH-WMCIS – FY25-01 to WebHawkx, LLC at a cost of \$93,913.60.** Mrs. Painter seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

Mayor Nevin initiated the discussion of the **Award of Contract for Granular Activated Carbon (GAC) and Ion Exchange Equipment Procurement IFB No. TOH-GACP – FY25-04.** Mr. Roark stated that there were three bids received from ECT2, Calgon, and Newterra. He explained that ECT2 was not responsive and explained that meant they did not match the criteria that was in the request for bids, and their price was the highest. He stated that the Town looked further into Calgon and Newterra and asked for clarification on some terminology and materials to be used. Mr. Roark stated that Newterra's bid was found to be responsive and was the lowest bid. He said that Town Staff recommended the bid from Newterra to the Council.

Ms. Barrett made a motion to award the Contract for Granular Activated Carbon (GAC) and Ion Exchange Equipment Procurement IFB No. TOH-GACP – FY25-04 to Newterra at a cost of \$1,297,695.31. Mr. Thomas seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

**ORDINANCES AND RESOLUTIONS:**

Mayor Nevin initiated the discussion of the **Adoption of Resolution 2024-05 – a Resolution Concerning a General Obligation Bond for the Water System Centralization and Modernization Project**. Mayor Nevin explained this was the three-million-dollar bond for primarily engineering services.

Mr. Thomas made a motion to adopt **Resolution 2024-05 – a Resolution Concerning a General Obligation Bond for the Water System Centralization and Modernization Project**. Mrs. Painter seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

Mayor Nevin initiated the discussion of the **Adoption of Ordinance 555 – an Ordinance for the Purpose of Updating Procedures for Voter Registration and Candidate Participation in Municipal Elections**. Mayor Nevin stated this was updating processes for voting.

Mrs. Painter made a motion to adopt **Ordinance 555 – an Ordinance for the Purpose of Updating Procedures for Voter Registration and Candidate Participation in Municipal Elections**. Ms. Barrett seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

Mayor Nevin initiated the discussion of the **Adoption of Charter Amendment Resolution 2024-06 – a Resolution for the Purpose of Updating Article V - Registration, Nominations and Elections, and Article XIII – General Provisions**. Mayor Nevin explained that in order to run for public office, candidates need to register and stand before the public.

Ms. Barrett made a motion to adopt **Charter Amendment Resolution 2024-06 – a Resolution for the Purpose of Updating Article V - Registration, Nominations and Elections, and Article XIII – General Provisions**. Mr. Thomas seconded the motion. A roll call vote was taken. The motion passed with three votes for, no votes against and no abstentions.

**PUBLIC COMMENT:**

Mrs. Painter thanked Kevin Hann and the Public Works team for their work on the Town’s Christmas lights and the Police Department for their work helping people cross the road safely during the Tree Lighting Ceremony.

Mayor Nevin wished everyone happy holidays.

Mrs. Painter made a motion to adjourn the meeting. Ms. Barrett seconded the motion. The motion passed with three votes for, no votes against and no abstentions.

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
MAYOR