



Town Council AGENDA

Tuesday, September 2, 2025 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

5:30 PM: Call to Order by President Abbatiello.

Opening remarks and Pledge of Allegiance by Councilmember Curry.

Approval of Minutes.

Meeting minutes of the 8/18/25 meeting and 8/25/25 workshop.

Municipal Official Items.

Items by Mayor Cook.

Items by Town Manager.

Public Assembly Event: EHS Homecoming Parade, 9/26/2025

Items by Town Attorney.

Public Hearing.

5:35 PM: To receive comments on Ordinance No. 840, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING CHAPTER 2 OF THE TOWN OF EASTON CODE TO ADD CAMPAIGN FINANCE PROVISIONS."

Legislation.

Ord. No. 840, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING CHAPTER 2 OF THE TOWN OF EASTON CODE TO ADD CAMPAIGN FINANCE PROVISIONS."

Res. No. 6212, "A RESOLUTION OF THE TOWN OF EASTON AUTHORIZING THE ESTABLISHMENT OF A PILOT PROGRAM FOR MOBILE FOOD USES (FOOD TRUCKS) IN EASTON, MARYLAND."

Public Participation/Comments.

Committee Reports by Members of the Council

Items by Members of the Council:

Adjournment.

The public can access the meeting as follows:
<https://www.eastonmd.gov/129/Agendas-Minutes>

If you are an Easton Velocity Cable TV subscriber, you can view the meeting live on Channel 98.

Please note: There is a possibility of all or part of the meeting may be held in Closed Session.

EASTON POLICE DEPARTMENT

"With Pride We Serve"

UPCOMING PUBLIC ASSEMBLY EVENT

TO: Mayor Cook and Andy Kitzrow
DATE: August 28, 2025
PREPARED BY: 1st Sgt. Patrick Sally 0135
PAP #: 25-043

EVENT: Easton High School Homecoming Parade

APPLICANT: Toni Hall

LOCATION: Line up at Idlewild Park, proceed east on Idlewild Ave, proceed south on Aurora St, proceed east on Dutchman's Lane, proceed south on Mecklenburg Ave, end at EHS.

DATE/TIME: September 26, 2025 3:15pm – 4:30pm

ATTENDANCE: Approx. 250 persons, 25-35 units in the parade

PURPOSE: Celebrate homecoming

DETAILS: No additional

SPECIAL REQUESTS:

- Applicant requests road closures for parade from 3:45pm to 4:30pm

EPD CONCERNS:

- None

APPROXIMATE COST:

- None - will be handled by on-duty personnel

RECOMMENDATIONS: Approve

TOWN OF EASTON
Public Hearing - ORDINANCE NO. 840
Tuesday, September 2, 2025 – 5:35 PM

The Council of the Town of Easton will conduct a Public Hearing on *Tuesday*, September 2, 2025 at 5:35 P.M. in the Council Meeting Room, 14 South Harrison Street, to receive comments on Ordinance No. 840, “AN ORDINANCE OF THE TOWN OF EASTON AMENDING CHAPTER 2 OF THE TOWN OF EASTON CODE TO ADD CAMPAIGN FINANCE PROVISIONS.”

The public is hereby invited to provide comments on this scheduled public hearing. Said comments may either be submitted in writing at any time during normal business hours (8:30 AM to 4:00 PM) prior to the public hearing or may be directed to the Council at the public hearing on September 2, 2025.

Persons wishing to attend or participate in the public hearing who require special accommodations or assistance because of a disability should contact the Town Clerk, Kathy Ruf at the Town Office, telephone number: 410-822-2525 during normal business hours by 12:00 noon August 29, 2025.

Kathy M. Ruf
Town Clerk

Note to Star Democrat: Please publish the above ad in the Wednesday, August 27, 2025 issue of the Star Democrat and send a Certificate of Publication to: Town Clerk, Town of Easton, P.O. Box 520, Easton, MD 21601.

ORDINANCE NO. 840

AN ORDINANCE OF THE TOWN OF EASTON AMENDING
CHAPTER 2 OF THE TOWN OF EASTON CODE TO ADD CAMPAIGN
FINANCE PROVISIONS

INTRODUCED BY: _____

WHEREAS, pursuant to Article V, Section 3, of the Town Code, all elections shall be conducted in accordance with the provisions of the Town Charter, Town Code and applicable ordinances; and

WHEREAS, pursuant to § 1-101(v)(3) of the Election Law Article of the *Annotated Code of Maryland*, elections under the State law provisions do not include municipal elections;

WHEREAS, the Town of Easton wishes to promote and ensure transparency in its municipal elections; and

WHEREAS, the Town of Easton wishes to adopt campaign finance provisions that are applicable to municipal elections.

NOW, THEREFORE, be it ordained by the Town of Easton:

Section 1. The recitals set forth above are incorporated herein by reference and made a part of this Ordinance.

Section 2. Chapter 2 of the Town of Easton Code is hereby amended to add a new Article XI to read as shown on the Attached Exhibit A.

Section 3. If any section, clause, paragraph, sentence or phrase of the Ordinance or the application thereof to any person, property, or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, the invalidity or unconstitutionality shall

in no way affect other provisions or any other application of this Ordinance that can be given effect without the invalid or unconstitutional provision or application, and for this purpose the provisions of this Ordinance are declared severable.

Section 4. In accordance with Article II Section 9 of the Easton Town Charter, this ordinance shall become effective twenty (20) calendar days after approval by the Mayor or passage of this ordinance by the Council over the Mayor's veto.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this _____ day of _____, 2025.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2025.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____
Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2025

EXHBIT A to Ordinance 840

Article XI. Campaign Finance

Section 2-53. Definitions.

- A. **Authority Line:** A statement that identifies the person or organization responsible for the production, publication, or distribution of campaign materials.
- B. **Campaign Contribution:** Contributions made by individuals in support of and to be used by a candidate in furtherance of their campaign.
- C. **Campaign Loan:** Contributions made by a financial institution or other entity in the business of making loans or contributions made by an individual, business, organization, political committee, or other registered political organization for which repayment is personally guaranteed by the candidate and is due within one year of the date of the loan.
- D. **Candidate:** A resident of the Town of Easton who has completed all necessary requirements to run to serve on the Easton Town Council or as the Mayor. Candidate includes an individual, prior to that individual filing a nominating petition, who has accepted campaign contributions, has announced an intention to run for office, or has begun to expend funds in anticipation of running for election.
- E. **Charitable Organization:** An entity that seeks to advance public benefit through charitable activities.
- F. **Independent Expenditure:** Contributions made by any individual, business, organization, political committee, or other registered political organization to support or oppose a candidate but are not provided directly to a candidate nor made in coordination, cooperation, consultation, agreement, or at the request or suggestion of a candidate.
- G. **Political Committee:** A group of people that accepts contributions and/or makes expenditures to influence a political election.
- H. **Registered Political Organization:** An entity that is involved in influencing elections, policies, or appointments and is legally required to register with a governing body, such as a federal or state election commission.
- I. **Treasurer:** A person other than the candidate who is responsible for tracking all campaign donations & expenditures and filing all required reports pursuant to this Article.

Section 2-54. Appointment of Treasurer.

- A. Each candidate shall appoint one treasurer and shall file the name, address and

telephone number of the treasurer together with the treasurer's acceptance of the appointment, on a form provided by and returned to the Town Clerk upon or before and as a condition precedent to qualifying as a candidate.

B. A candidate may not serve as his or her own campaign treasurer. A treasurer may be a spouse, domestic partner, or relative of the candidate. .

C. A treasurer who resigns shall do so on a form provided by and returned to the Town Clerk. The candidate shall appoint a new treasurer in accordance with Subsection A of this Section within 72 hours of the resignation of the previous treasurer.

Section 2-55. Authority Lines.

- A. Except as otherwise provided in this Section, each item of campaign material shall contain, set apart from any other message, the treasurer's name and/or authority line. For each electronic campaign material, including web pages, social media and robotic telephone calls, a message acknowledging that the treasurer and candidate approve of the electronic campaign material shall be provided in the electronic campaign material.
- B. A candidate may request an exemption from this requirement from the Supervisor of Elections if a particular campaign item is too small to include all the information required by this Section..

Section 2-56. Contributions and Expenditures to Pass Through Treasurer.

- A. All contributions received or disbursed by a candidate for any purpose shall be paid over to and made to pass through the hands of the treasurer and shall be disbursed by such person. It shall be a violation of this Article for any candidate to make any expenditure or to disburse or spend any money or any other valuable thing(s) for any purpose until the money or other valuable thing(s) so disbursed or expended shall have passed through the hands of the treasurer.
- B. Notwithstanding the provisions of Subsection A of this Section, it is not a violation of this provision for a candidate to expend such candidate's personal funds in furtherance of his or her own election, provided that such expenditure is reported to the treasurer, and the treasurer's report indicates whether those funds were reimbursed.
- C. Any campaign contributions received by a candidate must be deposited into a separate account with a financial institution. Campaign contributions shall not be commingled with any other funds.

Section 2-57. Restrictions on Campaign Contributions.

- A. Except as provided in Subsection B of this Section, no candidate or treasurer may accept from a single person, business or organization, and no person, business, or organization may give or promise to any single candidate, contributions of money or in-kind things of value that total over One Thousand Dollars (\$1,000) per election.
- B. Contributions by a candidate or a candidate's spouse or domestic partner to the candidate's own campaign shall not be subject to, or included in, the dollar limitations set forth in this Section.
- C. A candidate or treasurer who receives a contribution exceeding the limit specified in Subsection A of this Section shall not use the contribution for any purpose whatsoever, but shall return it immediately to the contributor.
- D. For the purpose of this Section, the value of a contribution in kind shall be considered to be a reasonable estimate of its fair market value.
- E. Contributions from political committees or any other registered political organizations are prohibited.
- F. No candidate or treasurer may accept any anonymous contributions.
- G. No candidate or treasurer may accept any contributions in the name of someone other than the contributor.
- H. Food and beverages provided as part of a meet and greet event and donated by the host shall not be considered a campaign contribution provided the total cost is less than One Hundred Dollars (\$100.00).
- I. If any candidate or treasurer receives a contribution prohibited by this Section, the candidate or treasurer shall either return the contribution to the contributor immediately or forfeit the contribution to the Town immediately, which forfeiture may be used by the Town for any public purpose.
- J. Campaign loans.
 - (1) Except as set forth in Subsection B of this Section, the total amount of all loans to a candidate for any election shall not exceed Two Thousand Five Hundred Dollars (\$2,500), and no one person or entity may loan a candidate more than One Thousand Dollars (\$1,000).
 - (2) A loan to a candidate shall be considered a contribution unless:

- (a) The loan is from a financial institution or other entity in the business of making loans; or
 - (b) The loan is to the candidate and repayment is personally guaranteed by the candidate and is due within one year of the date of the loan.
- (3) All campaign loans shall be documented on campaign finance reports in a format provided by the Town Clerk.

Section 2-58. Restrictions on the Use of Campaign Funds.

- A. Campaign contributions may be used only for the following purposes:
- (1) Print, radio, electronic material production, distribution, and advertisements
 - (2) Website/social media creation and maintenance
 - (3) Meals and clothing for campaign workers
 - (4) Tents and supplies for rallies and poll watching
 - (5) Cost to attend events where exposure will aid in candidate's election process
 - (6) Signs
- B. No candidate may use campaign funds for any personal use.
- C. Notwithstanding Subsection B of this Section, a candidate may disburse surplus campaign funds by returning them to contributors on a pro rata basis, paying them to the Town to be used for any public purpose, or donating them to a charitable organization. A report of such disbursement shall be filed in accordance with this Article.

Section 2-59. Campaign Finance Reports.

- A. The treasurer for each candidate shall file reports with the Town Clerk containing all contributions received and expenditures made in accordance with this Article on a form provided by the Town Clerk.
- B. The Town Clerk shall make all reports and/or affidavits filed pursuant to this Article available for examination by any member of the public.

C. Any report filed with the Town shall also be filed by the candidate with the State Board of Elections as required by state law, including pursuant to § 4-108.2 of the Local Government Article of the *Annotated Code of Maryland*, which may be amended from time to time.

D. Reports required by this Article shall be filed pursuant to the following schedule:

- (1) Initial report. An initial report shall be filed no later than two (2) months prior to the date of the election, if applicable.
- (2) Second report. A second report shall be filed no later than one (1) month prior to the date of the election.
- (3) Third report. A third report shall be filed no later than one (1) week prior to the date of the election.
- (4) Final report. A final report shall be filed no later than one (1) week after the date of the election.
- (5) Surplus Funds Report. The treasurer shall file a report giving a full account of the disposition of any surplus funds within one (1) month after the date of the election.

E. Each report filed shall include:

- (1) The total and individual amounts of all contributions received by the treasurer;
- (2) The total and individual amounts of all expenditures which the candidate, or candidate's treasurer, or any person acting on their behalf made;
- (3) The total and individual amounts of all loans the candidate or candidate's treasurer received; and
- (4) Any balance from the prior reporting period.

F. The final report shall include a copy of the bank statements supporting the numbers in the report and documentation indicating the nature, terms, and status of each loan.

G. The Treasurer shall retain copies of all receipts and/or other documentation for all

contributions and expenditures reported, which shall include dates, amounts, and information to identify each contributor and recipient of funds for a period of one year after the election.

- H. Notwithstanding any other provision in this Article, a report need not itemize the campaign contributions made by the candidate or the candidate's spouse or domestic partner but may aggregate those contributions under one line or total.
- I. All reports shall be executed under the penalties of perjury by the treasurer.
- J. Even if no contributions or expenditures have been made during the period covered by the report, a statement to that effect shall be filed by the treasurer.

Section 2-60. Independent Expenditures.

- A. Any person, business, organization, or political committee making aggregate independent expenditures of One Hundred Dollars (\$100) or more in an election cycle for campaign material that is a public communication shall file reports disclosing contributions and expenditures with the Town Clerk.
- B. Such report shall be filed within one week after making an expenditure of One Hundred Dollars (\$100) or more for campaign material that is a public communication.
- C. The independent expenditure report shall include the following information:
 - (1) The identity of the person, business, organization or political committee making the independent expenditures and the person exercising direction or control over the activities of the person, business, organization or political committee making the independent expenditures;
 - (2) The business address of the person making the independent expenditures;
 - (3) The amount and date of each independent expenditures during the period covered by the report and the identity of the recipient of the expenditure;
 - (4) The candidate or ballot issue to which the independent expenditure relates and whether the independent expenditure supports or opposes that candidate or ballot issue; and
 - (5) The identity of each person who made cumulative donations of Fifty Dollars (\$50) or more to the person, business, organization or political committee making the independent expenditure during the period covered by the report.

D. All campaign materials that are public communications shall contain an authority line and a disclaimer that they are not made in coordination with the candidate.

Section 2-61. Violations and Penalties.

- A. A candidate shall not be seated and sworn in as an elected official and shall not receive a salary or other benefits until all reports required by this Article are filed in substantial compliance with the requirements of this Article and any fines are paid, if applicable, except that any reports that are not required to be filed until after the candidate is seated and sworn in shall not prevent the seating and swearing in.
- B. Any person, business, organization, or political committee who violates the provisions of this Article shall be guilty of a municipal infraction punishable by a fine of Five Hundred Dollars (\$500). Each violation may be considered a separate offense.
- C. In addition to the penalties above, the Town may seek injunctive relief against any violation of the provisions of this Article.

RESOLUTION NO. 6212

A RESOLUTION OF THE TOWN OF EASTON AUTHORIZING THE
ESTABLISHMENT OF A PILOT PROGRAM FOR MOBILE FOOD USES (FOOD
TRUCKS) IN EASTON, MARYLAND

INTRODUCED BY: _____

WHEREAS, the Town Code currently prohibits mobile food uses except for on a construction site and for special events;

WHEREAS, the Town wishes to consider expanding the permissibility of mobile food uses but would like to try it on a temporary basis first before enacting more permanent code provision;

WHEREAS, the purpose of the Pilot Program is to introduce mobile food uses on a limited basis to provide the Town with data to better determine if such uses are appropriate on a permanent basis, and what the restrictions should be for mobile food services.

NOW, THEREFORE, the Town of Easton hereby resolves as follows:

Section 1. The recitals set forth above are incorporated herein by reference and made a part of this Resolution.

Section 2. The Town Council authorizes a pilot program for mobile food uses (food trucks) in the Town of Easton according terms set forth on the attached Exhibit A.

Section 3. The Mayor is hereby authorized to take whatever additional actions are reasonably necessary to effectuate the terms of this Resolution and implement the Pilot Program;

Section 4. This Resolution shall become effective upon approval by the Mayor after adoption by the Town Council and shall be effective for eight (8) months from the date hereof.

Curry	-
Rankin	-
Montgomery	-
Davis	-
Abbatiello	-

I hereby certify that the above Resolution was passed by a ye and nay vote of the Council this _____ day of _____, 2025.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2025.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____

Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2025

EXHIBIT A

MOBILE FOOD SERVICE PILOT PROGRAM

Mobile Food Use shall have the definition contained in Chapter 28 of the Code of the Town of Easton which is:

Mobile Food Use – a food service operation that is vehicle-mounted or wheeled, a portable structure, or watercraft that is capable of being readily moved. Uses that are similar in nature but do not meet this definition, such as a trailer without wheels, are not considered a mobile food use and therefore would be subject to the applicable use and building regulations for the appropriate fixed structure.

REQUIRED LICENSES AND PERMITS

1. Mobile Food Uses are required to obtain a Mobile Food Use license to operate within the Town of Easton. The fee for the Mobile Food Use license shall be \$50. Mobile Food Uses shall obtain the Mobile Food Use license in lieu of the Transient Business License required by Section 19-9 of the Code of the Town of Easton. Mobile Food Use licenses shall expire on May 2, 2025.
2. Mobile Food Uses shall obtain any required State of Maryland or Talbot County licenses and/or permits and provide proof to the Town with submission of the license application.

LOCATION/SITE REQUIREMENTS

1. Mobile Food Uses are only permitted to operate on private property within non-residential zoning districts, except that Mobile Food Uses shall be prohibited in the Central Business Commercial (CB) District.
2. Mobile Food Uses shall not locate within three hundred (300) feet of the principal building entrance of an existing operating restaurant (includes Restaurant, Carry-out/delicatessen, Restaurant, fast food, Restaurant, nightclub, and Restaurant, sit down as those terms are defined in Chapter 28 of the Code of the Town of Easton).
3. Mobile Food Uses shall only operate with the permission of the property owner, which permission shall be included in the license application.
4. A map to scale shall be submitted with the application that shows the location of any existing buildings on the property, the parking areas, any nearby restaurants, and the

proposed location of the Mobile Food Use. Such a map is required for each property on which the Mobile Food Use wishes to operate.

5. Mobile Food Uses shall not operate on Town-owned property or within public rights-of-way unless approved in conjunction with a Public Assembly Permit.
6. Mobile Food Uses shall be located so that it does not block drive aisles, ingress or egress from the property, or fire and emergency access.
7. Mobile Food Use Units may rotate between approved private parcels, but may not remain in the same location for more than 24 hours.

OPERATIONAL REQUIREMENTS

1. The license issued to the Applicant shall be clearly and prominently displayed at the Mobile Food Use.
2. Trash and recycling containers sufficient in size shall be provided to collect all waste generated by customers and staff of the Mobile Food Use. Trash and Recycling must be removed each business day.
3. The Mobile Food Use may have one (1) twenty-four by forty-eight-inch (24" x 48") sandwich board sign displayed within ten feet (10') of the Mobile Food Use. Sandwich board signs may be displayed only during hours of operation, and shall not obstruct or impede pedestrian or vehicular traffic, and shall be located on the same property as the Mobile Food Use. Signs affixed to the exterior of the Mobile Food Use Unit shall be secured and mounted flat against the Mobile Food Use and shall not project more than six inches (6") from the exterior of the Mobile Food Use Unit. Electronic or illuminated sign are prohibited.
4. Mobile Food Uses shall not provide tables, chairs, or other furniture outside of the Mobile Food Use.
5. Mobile Food Uses shall only sell food and non-alcoholic beverages.
6. Mobile Food Use operators shall maintain the cleanliness of the area around the Mobile Food use during its hours of operation.

VIOLATIONS

The Mobile Food Use license holder and/or property owner shall be the responsible party for any violation of this section. A license may be revoked, suspended, modified or not renewed by the Town for failure to comply with the provisions of this Resolution, or any provision of the Code of the Town of Easton. In addition, any violation of this Resolution

shall be a municipal infraction in accordance with Section 1-8 of the Code of the Town of Easton.