



Town Council AGENDA

Monday, February 16, 2026 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

4:30 PM Workshop: To discuss Town Code revisions.

Revisions to Chapters 1-8.

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

Opening remarks and Pledge of Allegiance by Councilmember Rankin.

Approval of Minutes.

Minutes from the February 2, 2026 meeting.

Municipal Official Items.

Items by Mayor Cook.

Council confirmation for the appointment of Michael Brophy as the Town's representative to the Talbot County Parks & Recreation Advisory Board.

Items by Town Manager

Approval of the bid to Choptank Turf and Pest Management for fertilizer application contract.

Items by Town Attorney.

Presentations.

Police Board.

Holly DeKarske, Executive Director to update on EEDC.

Kurt Fuchs, Manager of External Affairs, to give Easton Utilities update.

Legislation.

Res. No. 6216, "A RESOLUTION TO ANNEX A PARCEL OF LAND OWNED BY NORRIS E. TAYLOR CONTRACTORS, INC., JEFFREY H. GOODMAN, AND PATRICIA T. GOODMAN, LOCATED ON THE EAST SIDE OF OCEAN GATEWAY/U.S. ROUTE 50 ADJACENT TO EAST KENNEDY STREET, REAGAN DRIVE AND NIXON DRIVE, CONSISTING OF 36.520 ACRES OF LAND, MORE OR LESS, INTO THE TOWN OF EASTON AND TO PROVIDE FOR THE TERMS AND CONDITIONS OF THE ANNEXATION."

Ord. 849, "AN ORDINANCE OF THE TOWN OF EASTON AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF EASTON TO APPLY THE INDUSTRIAL (I) ZONING DISTRICT OF CERTAIN LOTS OR PARCELS OF

LAND ANNEXED TO THE TOWN OF EASTON BY RESOLUTION NO. 6216
LOCATED TO THE EAST OF OCEAN GATEWAY/U.S. ROUTE 50 AND
ADJACENT TO EAST KENNEDY STREET, REAGAN DRIVE AND NIXON
DRIVE, CONSISTING OF 36.520 ACRES OF LAND, MORE OR LESS."

Council approval for Annexation Agreement.

Review of Invoices.

Review of invoices totaling \$1,697,154.29.

Public Participation/Comments.

Committee Reports by Members of the Council

Items by Members of the Council:

CLOSED SESSION: General Provisions Article § 3-305(b)(4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand or remain in the State.

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.

CHAPTER 1 GENERAL PROVISIONS

- ~~§ 1-1. How Easton Town Code, Designated and Ceited.~~
~~§ 1-2. Rules of Construction and Definitions.~~
~~§ 1-3. Reference to Chapters, aArticles, Divisions, or Sections; Conflicting Ordinances.~~
~~§ 1-4. Catchlines-Headings of sections.~~
~~§ 1-5. Repeal of Ordinances.~~
~~§ 1-6. Effect of Repeal of Ordinances.~~
~~§ 1-7. Severability of Parts of Easton Town Code.~~
~~§ 1-8. General Penalty; Continuing Violations; eCivil Penalties for Municipal Infractions.~~
~~§ 1-9. Provisions as Continuation of Existing eOrdinances.~~
~~§ 1-10. Authority of Easton Town Code.~~
~~§ 1-11. Effect of Code on Sanctions and Enforcement Proceedings.~~
~~§ 1-12. Exemption from County Legislation.~~
~~§ 1-13. Altering or Tampering with Code.~~

Section 1-1. How Code Designated and Ceited.

The ordinances embraced in this and the following chapters shall constitute and be designated as "The Code of the Town of Easton" and may be cited as so. Such ordinances may also be cited as "Easton Town Code" or "Code". (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-2. Rules of Construction and Definitions.

In the construction of this The Easton Town Code, and of all ordinances and resolutions of the Town, the following rules shall be observed, unless such construction would be inconsistent with the manifest intent of the Council or the context clearly requires otherwise.

~~**Bond.** When a bond is required, an undertaking in writing shall be sufficient.~~

Computation of time. The time within which an act is to be done shall be computed by excluding the first and including the last day; and if the last day is a ~~be~~ Sunday or a legal holiday, that day shall be excluded.

Council. Whenever, the words "Council" or "Town Council" or "governing body" are used, they shall be construed to mean "the Town Council of the Town of Easton."

County. The words "the County" or "this County" shall refer to Talbot County, Maryland.

Gender. A word importing the masculine gender only shall extend and be applied to females and to firms, partnerships and corporations as well as to males.

Interpretation. In the interpretation and application of any of the provisions of this Code, such provisions shall be deemed to be the minimum requirement necessary for the

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public health, safety, comfort, convenience and general welfare. Where any specific provision of the Code imposes greater restrictions upon the subject matter than the general provisions imposed by the Code, the provision imposing the greater restriction or regulation shall be deemed to be controlling.

~~**Joint authority.** Words purporting to give authority to several persons shall be construed as giving such authority to a majority of such persons.~~

~~**Keeper and proprietor.** The words "keeper," and "proprietor" shall mean and include persons, firms, associations, corporations, clubs and copartnerships, whether acting by themselves or by a servant, agent or employee.~~

Month. The word "month" shall mean a calendar month.

Number. Words used in the singular include the plural and the plural includes the singular number.

Nontechnical and technical words. Words and phrases shall be construed according to the common and approved usage of the language; but technical words and phrases and such others as may have acquired a peculiar and appropriate meaning in law shall be construed and understood according to such meaning.

Oath. The word "oath" shall be construed to include an affirmation or declaration in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words "swear" and "sworn" shall be equivalent to the words "affirm" and "affirmed."

~~**Or, and.** "Or" may be read "and", and "and" may be read "or" if the sense requires it.~~

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Owner. The word "owner", applied to a building or land, shall include any part owner, joint owner, tenant in common, tenant in partnership, or joint tenant or tenant by the entirety, of the whole or a part of such building or land.

Person. The word "person" shall include a corporation, company, partnership, association or society as well as a natural person.

Preceding, following. The words "preceding" and "following" shall mean next before and next after, respectively.

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Property. The word "property" shall include real and personal property.

~~**Shall, may.** The word "shall" is mandatory and the word "may" is permissive.~~

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Sidewalk. The word "sidewalk" shall mean that portion of a street between the curb line and the adjacent property, ~~intended for the use of pedestrians.~~

Signature-or-subscription. The words "signature" or "~~subscription~~" includes a mark when the person cannot write.

State. The words "the Sstate" or "this Sstate" shall be construed to mean the State of Maryland.

Street. The word "street" shall include any public ways, roads, highways, avenues, alleys and lanes within the town.

Tenant, occupant. The words "tenant" and "occupant", applied to a building or land, shall include any person who occupies the whole or a part of such building or land, whether alone or with others.

Time. Words used in the past, or present tense include the future as well as the past and present.

Town. The words "the Ttown" or "this Ttown" shall mean the Town of Easton, in the County of Talbot and State of Maryland.

Writing. The word "writing" shall include any representation of words, letters or figures, whether by printing or otherwise.

Year. The word "year" shall mean a calendar year.

(Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-3. Reference to Chapters, Articles, Divisions or Sections; Conflicting Ordinances.

In addition to the rules of construction specified in Section 1-2, the following rules shall be observed in the construction of these ordinances: All references to chapters, articles, ~~divisions~~ and sections are to the chapters, articles, ~~divisions~~ and sections of ~~these ordinances~~this Code unless otherwise specified. If the provisions of different chapters of ~~these ordinances~~this Code conflict with or contradict ~~each other~~, the provisions of each chapter shall prevail as to all matters and questions growing out of the subject matter of such chapter. If conflicting provisions ~~are~~be found in different sections of the same chapter, the provisions ~~of the section which is last in numerical order~~the provision which is most restrictive shall prevail unless such construction ~~is~~be inconsistent with the meaning of such chapter. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-4. ~~Catchlines~~ Headings of sections

The ~~headings~~catchlines of the several sections of this Code printed in boldface type are intended as mere catchwords to indicate the contents of the sections and shall not be deemed or taken to be titles of such sections, nor as any part of the sections, nor, unless expressly so provided, shall they be deemed when any of such sections, including ~~catchlines~~headings are amended or re-enacted. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-5. Repeal of ~~e~~Ordinances

All ordinances or portions of ordinances in conflict with the provisions of this Code are hereby repealed. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-6. Effect of Repeal of ~~O~~Ordinances.

The repeal of an ordinance shall not revive any ordinances in force before or at the time the ordinance repealed took effect. The repeal of an ordinance shall not affect any punishment or penalty or liability incurred before the repeal took effect, nor any suit, prosecution or proceeding pending at the time of the repeal, for an offense committed or liability incurred under the ordinance repealed. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-7. Severability of ~~P~~parts of Code.

It is hereby declared to be the intention of the ~~C~~eouncil that the sections, paragraphs, sentences, clauses and words of this Code are severable, and if any word, clause, sentence paragraph or section of this Code shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the paragraphs and sections of this Code, since the same would have been enacted by the ~~e~~Council without the incorporation in this Code of any such unconstitutional or otherwise invalid word, clause, sentence, paragraph or section. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-8. General ~~P~~penalty; ~~C~~ontinuing ~~V~~violations; ~~C~~eivil ~~P~~penalties for ~~M~~municipal ~~I~~nfractions.

(A) Except as provided in subsection (B) hereof, whenever in this Code or in any ordinance of the ~~T~~own any act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in such Code or ordinance the doing of any act required or the failure to do such an act is declared to be unlawful, the violation of any such provision of this Code or any ordinance shall be punished by a fine not exceeding ~~one hundred dollars (\$100.00)~~Five Thousand Dollars (\$5,000) or by imprisonment in the County jail for not more than ~~thirty (30) days~~six (6) months, or by both such fine and imprisonment in the discretion of the court. Each day any violation of this Code or of any ordinance shall continue shall constitute a separate offense. If State law provides for a higher allowable penalty for a violation, then the higher penalty provided by State law shall govern. (Ordinance 139 effective 6/30/1987, historical reference 519 aka E-34, 137)

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(B) Any violations of the chapters of the Easton Code, ~~as specifically referred to herein, shall be considered designated~~ as municipal infractions, which are civil obligations imposed for a violation or breach of the chapter referred to, ~~for which the shall have a~~ penalty for the first infraction ~~will be a levy~~ of up to one ~~hundred thousand~~ dollars (\$1000.00) and a levy of up to ~~two hundred five thousand~~ dollars (~~\$5,0200.00~~) for any subsequent infraction. Each day that any violation shall continue shall constitute a separate offense. If State law provides for a higher

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allowable penalty for a violation, then the higher penalty provided by State law shall govern.
The chapters for which municipal infractions are imposed are as follows:

~~Chapter Three—Air Conditioning and Refrigeration.~~
~~Chapter Four—Animals and Fowl (applying to fierce animal).~~
~~Chapter Five—Bicycles and Similar Devices.~~
~~Chapter Six—Building Code.~~
~~Chapter Eight—Filling Stations.~~
~~Chapter Nine—Fire Prevention.~~
~~Chapter Eleven—Garbage, Refuse and Weeds~~
~~Chapter Thirteen—Housing. Chapter Fourteen—Licenses and Permits.~~
~~Chapter Fifteen—Liquefied Petroleum Gas.~~
~~Chapter Sixteen—Litter Control.~~
~~Chapter Seventeen—Motor Vehicle Traffic.~~
~~Chapter Eighteen—Offenses and Miscellaneous (with the exception of Section 18-4 (A), and 18-15, violations of which shall be a misdemeanor).~~
~~Chapter Nineteen—Peddlers. Chapter Twenty—Plumbing.~~
~~Chapter Twenty-One—Rat Control.~~
~~Chapter Twenty-Two—Sewers and Drains.~~
~~Chapter Twenty-Four—Streets and Sidewalks.~~
~~Chapter Twenty-Five—Subdivisions.~~
~~Chapter Twenty-Seven—Water.~~

(Ordinance 363 effective 12/7/1997, historical reference 83, 137, 139)

~~(C) Any violation of chapter 22 of the Easton Town Code shall be a municipal infraction which is a civil obligation imposed for the violation or breach of that chapter for which the penalty shall be a levy of Four Hundred Dollars (\$400.00). Each day that any violation shall continue shall constitute a separate offense. (Ordinance 139 effective 6/30/1987, historical reference 137)~~

(C) The Town may adopt a schedule of fines by resolution to more specifically provide for maximum fines for specific violations.

Section 1-9. Provisions as Continuation of Existing Ordinances.

The provisions appearing in this Code, so far as they are the same as those ordinances existing at the effective date of this Code, shall be considered as continuations thereof and not as new enactments. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-10. Authority of Code.

This Code is a revision and codification of the general regulatory ordinances of the Town of Easton which have been enacted and published in accordance with the provisions of the laws of Maryland and which have not been repealed, and is done by virtue of authority granted in ~~Article 21, Section 232 of the Code of Public Local Laws of Maryland (1930)~~ Local Government Article § 5-205(c)(4) of the Annotated Code of Maryland. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-11, Effect of Code on Sanctions and Enforcement Proceedings.

Adoption of an act shall not release, extinguish, alter, modify, or change, in whole or in part, any sanctions for Code violations available to the Town which have accrued or been issued, incurred, imposed, or declared under the Code, unless the act shall expressly so provide. Any such Code chapter, section, or part thereof affected by an act shall be treated and held as still remaining in force for the purpose of: imposing any sanctions or filing or pursuing any enforcement action for violations occurring prior to adoption of the act; and reviewing or sustaining any decision, judgment, decree, or order that has been or may be rendered, entered, or made in such enforcement action. Enforcement actions filed after adoption of an act based on violations occurring before adoption of the act shall be prosecuted and proceed to final decision, determination, and judgment, including all stages of any appeal, applying the Code in effect as if the act had not been adopted.

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Section 1-12, Exemption from County Legislation.

Pursuant to the authority granted by Local Government Article § 4-111 of the Annotated Code of Maryland, unless otherwise provided in this Code, the Town exempts itself from all legislation heretofore or hereafter enacted by the County, relating to any subject upon which the Town has heretofore or is hereafter granted legislative authority either by public general law or by the Charter of the Town.

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Section 1-13, Altering or Tampering with Code.

It shall be unlawful for anyone to alter or tamper with such code in any manner whatsoever which will cause the law of the Town of Easton to be misrepresented thereby. Any violation of this section shall be punishable as a misdemeanor.

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CHAPTER 2 ADMINISTRATION

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Article I. Town Officials and Employees

- § 2-1. Salaries of ~~A~~ppointed ~~O~~fficials and ~~R~~egular ~~E~~mployees.
- § 2-1.1. Salaries of ~~councilmen~~Council Members; ~~P~~resident of ~~e~~Council.
- § 2-1.2. Salary of ~~M~~ayor.
- § 2-2. Employment of ~~E~~xtra ~~L~~abor.

Article II. Boards, Commissions, Committees and Task Forces, in General.

- § 2-3. Committees and Task Forces
- § 2-4. Removal.

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Article III. Police Board.

- § 2-~~53~~. Police Board - Composition.
- § 2-~~64~~. Same - Meetings.
- § 2-~~57~~. Same - Powers and ~~D~~uties.
- § 2-~~86~~. Same - ~~Records; regulations of P~~procedure.

§ 2-~~79~~. Oath of ~~Q~~office for ~~P~~police ~~e~~Officer.

Article ~~IV~~~~III~~. Fire Board.

§ 2-~~108~~. Fire Board - Composition.

§ 2-~~119~~. Same - Meetings.

§ 2-~~124~~~~0~~. Same Duties.

§ 2-~~134~~~~+~~. Same Custody of ~~B~~building and ~~e~~Equipment.

Article ~~IV~~. Park Board.

§ 2-~~142~~. ~~Establishment; composition~~Director of Parks and Recreation.

§ 2-~~153~~. ~~Appointment and term of members; vacancies~~Establishment of Parks and Recreation
Advisory Board

§ 2-~~164~~. ~~Compensation~~Appointment and Term of Members; Vacancies.

§ 2-~~175~~. ~~Powers and authority~~Compensation.

§ 2-~~184~~~~5A~~. Duties and Functions

§ 2-~~194~~~~5B~~. Annual Plan; Approval.

Article VI. Planning and Zoning Commission

§ 2-20. Planning and Zoning Commission

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Article VII. Board of Zoning Appeals.

§ 2-21. Board of Zoning Appeals.

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Article VIII. Historic District Commission.

§ 2-22. Historic District Commission.

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Article IX. Tree Board.

§ 2-~~37~~~~23~~. Establishment.

§ 2-~~24~~~~38~~. Compensation.

§ 2-~~25~~~~39~~. Powers and Duties.

§ 2-~~26~~~~40~~. Residency.

Article X. Easton Affordable Housing Board.

§ 2-27. Easton Affordable Housing Board

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Article XI. Ethics Commission.

§ 2-28. Ethics Commission.

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Article XII. Code Enforcement Board of Appeals.

§ 2-29. Code Enforcement Board of Appeals.

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Article ~~XIII~~~~V~~. Purchasing, Contracting and Bidding.

§ 2-~~30~~~~46~~. Procurement Policy.

Article VI. Ethics Provisions:

§ 2-17. Applicability.

~~§ 2-18. Definitions~~
~~§ 2-19. Ethics Commission.~~
~~§ 2-20. Conflict of interest.~~
~~§ 2-21. Financial disclosure—local elected officials and candidates to be local elected officials.~~
~~§ 2-22. Ethics disclosure statement—employees and appointed officials~~
~~§ 2-23. Lobbying disclosure~~
~~§ 2-24. Exemptions and modifications.~~
~~§ 2-25. Enforcement.~~

Article ~~VH~~XIV. Codes Enforcement.

§ 2-~~31~~26. Codes Enforcement.

Article ~~VH~~XV – Custody and Disposition of Abandoned, Lost or Seized Personal Property

§ 2-~~32~~27. Purpose and Scope of Article
§ 2-~~33~~28. Custody
§ 2-~~34~~29. Return of Property Other than Contraband
§ 2-~~35~~9. Notice Regarding Property Other than Contraband
§ 2-~~36~~4. Disposition of Unclaimed Property Other than Contraband
§ 2-~~37~~2. Disposition of Contraband
§ 2-~~38~~3. Disposition of Motor Vehicles
§ 2-~~39~~4. No Additional ~~D~~uties Imposed Upon Department; Chief of Police Authorized to Issue Regulations

Article ~~IX~~XVI. Economic Development Program.

§ 2-~~40~~35. Establishment.
§ 2-~~41~~36. Administration.

~~Article X. Tree Board~~

~~§ 2-37. Establishment.~~
~~§ 2-38. Compensation.~~
~~§ 2-39. Powers and Duties.~~
~~§ 2-40. Residency.~~

Article X. Elections

~~§ 2-36. Voting Places.~~
~~§ 2-37. Notice of Elections.~~
~~§ 2-38. Ballots—Requirements Generally.~~
~~§ 2-39. Posting of Sample Ballot.~~
~~§ 2-40. Posting of Sample Ballots—Mistakes and Changes.~~
~~§ 2-41. Opening and Closing Hours of Polls.~~
~~§ 2-42. Voting Procedure.~~
~~§ 2-43. Electioneering and Loitering near Polls Prohibited.~~
~~§ 2-44. Bribery of Voters Prohibited.~~
~~§ 2-45. Poll Watchers—Selection.~~
~~§ 2-46. Duties of Poll Watchers.~~
~~§ 2-47. Absentee Ballot Provisions.~~

~~§ 2-48. Election Results—Continuing of Votes and Certification.~~
~~§ 2-49. Election Results—Issuance of Election Certificates.~~
~~§ 2-50. Preservation of Ballots after Election.~~
~~§ 2-51. Violations.~~
~~§ 2-52. Interpretation—Further Authority of Town Council.~~

Article XVIII. Administrative Search Warrants: Right of Entry

§ 2-~~42~~³⁶. Administrative Search Warrants: Right of Entry

~~Article XI. Campaign Finance~~

~~§ 2-53. Definitions.~~
~~§ 2-54. Appointment of Treasurer.~~
~~§ 2-55. Authority Lines.~~
~~§ 2-56. Contributions and Expenditures to Pass Through Treasurer.~~
~~§ 2-57. Restrictions on Campaign Contributions.~~
~~§ 2-58. Restrictions on the Use of Campaign Funds.~~
~~§ 2-59. Campaign Finance Reports.~~
~~§ 2-60. Independent Expenditures.~~
~~§ 2-61. Violations and Penalties.~~

Article I. Town Officials and Employees

Section 2-1. Salaries of ~~A~~ppointed ~~O~~fficials and ~~R~~egular ~~E~~mployees.

The salaries of all appointed officials and regular employees shall be established each year prior to the adoption of the annual tax levy and shall be itemized in the annual budget. (Ordinance 1, effective 1/1/1941)~~4p>~~

Section 2-1.1. Salaries of ~~councilmen~~Council Members, ~~P~~resident of ~~C~~council

(A) On and after the third Monday in May, 1999, the salaries of all Council ~~persons~~Members of the Town of Easton shall be Five Thousand Dollars (\$5,000) per year, and the salary of the President of the Council shall be Six Thousand Dollars (\$6,000) per year. (Ordinance 389 effective 5/10/1999, historical reference 62, 99, 246)

(B) Notwithstanding subsection (A) above, the salary specified at the time that any ~~council~~Council person-Member or President of the Council takes office shall not be changed during the period for which that ~~C~~council ~~person-Member~~ or President of Council was elected, as required by Article II, Sections 2 and 15 of the Town Charter.

Section 2-1.2. Salary of ~~m~~Mayor

(A) On and after the third Monday in May 1999, the salary of the ~~m~~Mayor of the Town of Easton shall be Eight Thousand, Five Hundred Dollars (\$8,500) per year. (Ordinance 388 effective 5/10/1999, historical reference 63, 98, 247)

(B) Notwithstanding subsection (A) above, no change shall be made in the salary for any ~~M~~ayor during the term for which he or she was elected, as required by Article III, Section 3 of the Town Charter.

Section 2-2. Employment of ~~E~~xtra ~~L~~abor.

Extra labor shall be employed by the ~~T~~own, if and as needed, in conformity to existing labor rates. (Ordinance 1, effective 1/1/1941)

Article II. Board, Commissions, Committees, and Task Forces, in General

Section 2-3. Committees and Task Forces.

In addition to the Boards and Commissions set forth herein, the Mayor and/or the Town Council may appoint such committees or task forces as they deem necessary and beneficial. Committees and Task Forces shall be advisory only. The terms, tasks, and duties of the committee or task force shall be established by the Mayor and/or the Town Council.

Section 2-4. Removal.

In addition to the justification provided elsewhere in the Town Code, a Commission or Board Member, Committee Member, or Task Force Member may be removed for cause by the Mayor with the advice and consent of the Town Council. For the purpose of this section, "for cause" shall mean:

(A) A determination that the best interest of the Town of Easton would not be served by continued membership;

(B) Absence from at least three scheduled meetings in any twelve-month period without an excused absence; or

(C) Conviction of or receipt of probation before judgment for a felony or misdemeanor for which a sentence of one year or more could have been imposed.

Article II. Police Board

Section 2-~~53~~. Police Board - Composition

The five members of the Town Council shall serve as the Town of Easton Police Board. (Ordinance 462 effective 1/26/2004, historical reference 2 & 358)

Section 2-~~64~~. Same - Meetings

The Police Board shall meet regularly at such time or times as the majority of the ~~P~~olice ~~B~~oard shall designate. The meetings shall be held in the Town Council meeting room or at such other location as the Police Board may designate. The meetings shall be open to the public. Closed

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Sessions shall be permitted as necessary and in accordance with law. (Ordinance 769 effective 11/21/2021, historical reference 2, 462)

Section 2-~~75~~. Same - Powers and Duties

The Police Board shall hear and consult with the Chief of Police regarding the police department's building, equipment, and other budgetary needs, as well as receive input from citizens regarding the police department. In addition, the Police Board may consider such other matters as a Board member considers appropriate. (Ordinance 462 effective 1/26/2004, historical reference 2)

Section 2-~~86~~. Same -~~Records; regulations of p~~Procedure; ~~reports.~~

~~The Police Board shall keep minutes of its meetings.~~ The Police Board may adopt such regulations or rules for its organization and procedure as it deems necessary for carrying out its duties, including designating a chair person and establishing guidelines for public participation. (Ordinance 462 effective 1/26/2004, historical reference 2.)

Section 2-~~97~~. Oath of Office for Police Officer.

Before any person appointed shall be vested with the power and authority of police officer, he or she shall take the oath of office required by the Charter of Easton, and shall evidence his or her willingness to conform to all regulations of the police department of the Town and to obey all lawful orders and instructions given him or her by the Mayor, ~~the Police Board,~~ the Chief of Police, and any other properly constituted police authority of the Town. (Ordinance 769 effective 11/21/2021, historical reference 2, 462)

Article III. Fire Board

Section 2-~~108~~. Fire Board - Composition

The five members of the Town Council shall serve as the Town of Easton Fire Board (Ordinance 463 effective 1/26/2004, historical reference 4 & 358)

Section 2-~~911~~. Same - Meetings.

The Fire Board shall meet ~~regularly on the third Monday of February, May, August, and November at 6:00 p.m. quarterly during the Town Council meeting~~ or at such other time or times as the majority of the ~~police-Fire B~~board shall designate. The meetings shall be held in the Town Council meeting room or at such other location as the ~~Police-Fire~~Board may designate. The meeting shall be open to the public. Closed Sessions shall be permitted as necessary and in accordance with law. The Fire Board ~~shall keep minutes of its meetings and~~ may adopt such regulations or rules for its organization and procedure as it deems necessary for carrying out its duties including designating a chair person and establishing guidelines for public participation (Ordinance 463 effective 1/26/2004, historical reference 4)

Section 2-~~124~~0. Same - Duties.

The Fire Board shall consult with the Easton Volunteer Fire Department regarding the use, condition, care, operation, repair, and replacement of the ~~fire engine building~~ Fire Station 60, Fire Station 66, and the firefighting equipment belonging to the Town. (Ordinance 463 effective 1/26/2004, historical reference 4)

Section 2-~~134~~. Same - Custody of Buildings and Equipment.

~~Except as otherwise provided in a lease or memorandum of understanding, A~~ll the firefighting equipment, and the buildings housing same belonging to the Town, are placed in the custody of the Board of Trustees of the Easton Volunteer Fire Department, Inc., to be operated by the said Trustees, and, in the case of the firefighting equipment, under the direction of the Fire Chief, as provided by the by-laws of the said Easton Volunteer Fire Department, Inc. The custody of the firefighting equipment and the building belonging to the Town, shall be retained by the Trustees of the Easton Volunteer Fire Department, Inc., contingent upon the election by the said Department annually of a Fire Chief subject to approval by the Town Council of the person elected ~~F~~ire Chief. (Ordinance 463 effective 1/26/2004, historical reference 4)

Article ~~I~~V. Park Board

Section 2-~~142~~. Director of Parks and Recreation

~~The Mayor may appoint, subject to approval by the Town Council, a duly qualified person to serve as~~ There shall be a Director of Parks and Recreation of the Town, who shall be compensated as provided in the annual Town budgets. The Director of Parks and Recreation shall perform such duties as the ~~Mayor~~ Town Manager may direct. (Ordinance 496 effective 3/12/2006, historical reference 296, 300)

Section 2-~~153~~. Establishment of Parks and Recreation Advisory Board.

There shall be a municipal Parks and Recreation Advisory Board which shall have the powers and duties as set forth in this Article. (Ordinance 496 effective 3/12/2006, historical reference 296, 297, 300)

Section 2-~~164~~. Appointment and ~~€~~Term of Members; ~~¥~~Vacancies.

The members of the Parks and Recreation Advisory Board shall consist of five adult residents of the Town who shall be appointed by the Mayor, subject to the approval of the Council for the term of three years and until their successors are appointed and qualified. In the event of a vacancy on the Board, the Mayor, subject to the approval of the Council, shall appoint a qualified replacement to serve the remainder of the term. The Mayor, subject to the approval of the Council, may appoint one (1) alternate member for the Easton Parks and Recreation Advisory Board, who shall be empowered to sit with the Board in the absence of any member of the Board. (Ordinance 773 effective 1/9/2022, historical reference 496, 296)

Section 2-175. Compensation

Member of the Parks and Recreation Advisory Board shall serve without compensation.
(Ordinance 496 effective 3/12/2006, historical reference 296, 300, 328)

Section 2-185A. Duties and Functions.

The Parks and Recreation Advisory Board shall have the following duties and functions:

(A) ~~At the direction of the Director of Parks and Recreation, the~~ Board shall assess the recreation needs and resources of the Town and may coordinate with community organizations to promote recreational opportunities for the public. It shall make recommendations to the Director, ~~Town Manager, and the~~ Mayor and Town Council regarding the staffing, finance, maintenance, and operation of recreational facilities and programs in or near the Town. ~~The Board shall make recommendations to the Mayor and Town Council relating to plans and policies for public recreation, the establishment of recreational programs and plans for the acquisition of land for public recreation and open space prepared by the Planning and Zoning Commission.~~ The Board shall meet as needed, but not less than quarterly. All meetings shall be open to the public unless applicable Maryland law permits an executive or closed session. The Board shall report on its activities annually and at such other times as requested by the Mayor or Town Council.

(B) The Parks and Recreation Advisory Board shall adopt rules and regulations of the use of Town parks and recreation facilities, which rules and regulations shall be subject to review and approval by the Mayor and Town Council.

(C) The Parks and Recreation Advisory Board shall select one its members to serve as the Town's representative on the Talbot County Parks and Recreation Advisory Board, which selection shall be approved by the Mayor ~~and Council~~.

(D) The Parks and Recreation Advisory Board shall exercise such other duties as the Mayor ~~and Town Council~~ may direct from time to time.

(Ordinance 496 effective 3/12/2006, historical reference 296, 300, 328)

Section 2-195B. Annual Plan; Approval

~~In addition to the Board's other duties, the Board shall submit to the Mayor and Town Council on or before November 1 of each year, a written plan regarding proposed acquisitions of park land or major items of equipment or other improvements, including recommendations for projects suitable for grant or loan applications from federal, state or local agencies. The plan shall be subject to the review, amendment and approval of the Town Council. Unless and until approved by the Town Council, In collaboration with the Director of Parks and Recreation, the Board shall annually prepare and submit to the Mayor and Town Council on or before November 1st, an Annual Plan that sets forth recommendations concerning public recreation policies, plans, and~~

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programs, and identifies proposed park land acquisitions, major equipment purchases, capital improvements, and projects suitable for funding through federal, state, or local grant or loan programs. The Annual Plan shall be subject to review, amendment, and approval by the Town Council. Unless and until approved by the Town Council:

(A) no applications or pre-applications process with any government agency for any park project shall be commenced by the Town, or its officers, agents or employees; and

(B) no report or recommendation regarding anticipated projects shall be submitted to the Talbot County Parks and Recreation Advisory Board or similar agency.

(Ordinance 328, effective 11/15/1995)

Article VI. Planning and Zoning Commission.

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Section 2-20. Planning and Zoning Commission.

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The creation, composition, power and duties for the Planning and Zoning Commission shall be as set forth in Section 28-1302 of the Town Code or corresponding future provision thereof.

Article VII. Board of Zoning Appeals.

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Section 2-21. Board of Zoning Appeals.

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The membership and terms for the Board of Zoning Appeals shall be as set forth in Section 28-1303 of the Town Code or corresponding future provision thereof.

Article VIII. Historic District Commission

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Section 2-22. Historic District Commission.

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The membership, qualification, and terms for the Historic District Commission shall be as set forth in Section 28-601 of the Town Code or corresponding future provision thereof.

Article IX. Tree Board

Section 2-23~~37~~. Establishment

The Tree Board for the Town of Easton is hereby established. The Tree Board shall consist>of three to five volunteers appointed by the Mayor, ~~subject to the approval of the Council.~~ (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Section 2-24~~38~~. Compensation.

The Tree Board shall serve without compensation. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Section 2-~~25~~39. Powers and Duties.

The Tree Board shall serve at the discretion of the Mayor and Town Council. The Tree Board is an advisory Board that shall assist the Public Works Department and the Town Engineer's Office and the Department of Public Works in the development and maintenance of a comprehensive tree management program. The Tree Board shall report directly to the head of the Town Public Works Department Town Engineer or his or her designee, and shall have such powersresponsibilities and duties as the Mayor, Town Council, Town Engineer's Office, or the head of the Public Works Department Town Engineer shall assign to him or her to the Board. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Section 2-~~26~~40. Residency.

The Tree Board members need not be residents of the Town of Easton if he or she has expertise and experience that will assist the Town Engineer and Department of Public Works Public Works Department and Town Engineer's Office in establishing or maintaining a tree management program. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Article X. Easton Affordable Housing Board.

Section 2-27. Easton Affordable Housing Board.

The membership, terms, and duties of the Easton Affordable Housing Board shall be as set forth in Section 13-5 of the Town Code, or corresponding future provision thereof.

Article XI. Ethics Commission

Section 2-28. Ethics Commission

The membership, terms and responsibilities for the Ethics Commission shall be as set forth in Section 8-3 of the Town Code or corresponding future provision thereof.

Article XII. Code Enforcement Board of Appeals.

Section 2-29. Code Enforcement Board of Appeals.

The membership, term, and procedure for the Code Enforcement Board of Appeals shall be as set forth in Section 2-31.2 of the Town Code or corresponding future provision thereof.

Article ~~XIII~~IV. Purchasing

Section 2-~~30~~46. Procurement Policy

(A) General Procurement Provisions: Except as otherwise provided in this Section, the following provisions shall apply to all contracts for the procurement of supplies, materials, equipment, construction of public improvements, or contractual services entered into by the

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Town after the effective date of this Section. A contract may not be subdivided to avoid the requirements of this Section.

(i) Under ~~\$510~~,000. Expenditures, including petty cash, involving less than \$105,000 shall be made by either the Mayor, Town Manager, Town Finance Officer, or the Town's various department heads, provided that the procurement is for a budgeted item. Such purchase may be made without soliciting competitive quotations as long as the authorized person determines the price to be reasonable. The intent of this section is to prevent delays and loss and not as a substitute for advance planning of needs. This section is not to be abused by unwarranted favoritism of one supplier or by division of one purchase into several small purchases.

(ii) Between ~~\$105~~,000 and \$50,000. Expenditures involving \$105,000 or more, but less than \$50,000 shall be made by either the Mayor, Town Manager or Town Finance Officer provided that the procurement is for a budgeted item. To the extent practical, the Town shall receive a quotation from at least three sources. Special circumstances that could fall under emergency purchase or sole source guidelines may necessitate less than three quotes.

(iii) \$50,000 and above. Expenditure involving \$50,000 and above shall be advertised for sealed bids for written contracts pursuant to the provisions set forth below.

(iv) Council approval shall be required for all unbudgeted expenditures of any amount and all expenditures which exceed budgeted funds.

(B) Public Bidding Requirements: All expenditures that are required to be advertised for sealed bids for written contracts shall be subject to the following provisions:

(i) The Town shall advertise for bids in a forum and in a form approved by the Town Manager.

(ii) The bids shall be opened in public.

(iii) The Town shall award the bid to the lowest responsible and responsive bidder. In determining the lowest responsible and responsive bidder, in addition to considering price, the Town Council shall consider:

(a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;

(b) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the services.

(c) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;

(d) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;

- (e) The quality of performance of previous contracts or services of the bidder;
- (f) The previous and current compliance by the bidder with laws and ordinances relating to the contract or service;
- (g) Whether the bidder is in arrears to the Town on any debt or contract, is in default on any surety to the Town, or is delinquent as to any taxes or assessments; and
- (h) Any other information that may have a bearing on the decision to award the contract.

(iv) The Town may re-advertise for new bids.

(v) The Town may accept and reject any and all bids or part thereof and may waive technical defects or irregularities.

(vi) The Town may accept the bid which represents the best value to the Town and acceptance of which is in the best interest of the Town.

(vii) The Town may require successful bidders to furnish security conditioned upon the faithful performance of their contract and conditioned upon the payment of the wages and compensation of all laborers employed on work for which a contract is made by the contractor, or subcontractor.

(C) Exceptions to Requirement for Public Bidding: The Town shall not be required to use competitive bidding in the following instances, regardless of the amount in question:

(i) The occurrence of an ~~actual~~-emergency, which is hereby defined to mean a situation which has suddenly and unexpectedly arisen and which requires immediate action in the public interest;

(ii) Contracts for professional services or for personal services requiring special training and skill. For the purpose of this section, "personal services requiring special training and skill" shall mean specialized, non-routine services provided by individuals with unique talents, advanced expertise, or specific licenses;

(iii) Contracts for insurance or for public utility services;

(iv) Contracts in which the Town receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract;

(v) Contracts for the purchase of special machinery and equipment, and maintenance and replacement parts therefor, or other special materials and supplies having an exclusive source of supply, provided that in each instance, the purchase is for a budgeted item and that it is subject to the approval authority for the various amounts set forth in paragraph (A);

(vi) Contracts where competition is precluded because of the existence of patent rights, copyrights, secret processes, control of basic raw materials, or similar circumstances.

(vii) Contracts for the purchase, exchange, leasing, or acquisition of any interest in real property by the Town, and contracts for the sale, exchange, leasing or other disposition of any interest in real property owned by the Town, provided that the Town complies with any applicable law and procedure for those actions; and

(viii) In any instance where the Town in its discretion decides to use its own forces for the construction or reconstruction of public improvements.

(D) The provisions in this Section do not apply to purchases and sales made by the Easton Utilities Commission.

(E) For the procurement of all materials and services pursuant to the United States Department of Housing and Urban Development Community Development Block Grant Programs, when bids are solicited, the ~~T~~own shall incorporate into such solicitation a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and when necessary, shall set forth those minimum essential characteristics and standards to which the material to be procured must conform if it is to satisfy its intended use. Detailed product specifications shall not be used if at all possible. When it is impractical or uneconomical to make a clear and accurate description the technical requirements, a “brand name or equal” description may be used as a means to define the performance or other essential requirements of the material, product or service to be procured. The specific features of any named brand which must be met by the material, product or service to be procured shall be clearly stated and any solicitation for ~~bid~~ed. The ~~T~~own, in making a solicitation for bid, shall clearly set forth all requirements an offer must fulfill and all factors to be used in evaluation bids and proposals.

(Ordinance 100 effective 5/10/1981, historical reference 519 aka E-34 326, Ordinance 729 effective 1/28/2019)

(F) Federal Grant: For the procurement of all materials and services pursuant to Federal Grant programs, the Town shall follow the Federal Guidelines for procurement and bidding processes, including the Code of Federal Regulations §200.317 through §200.327.

(Ordinance 819 effective 5/26/2024)

(G) The Town Manager may adopt a Purchasing Policy that provides additional details and requirements to implement the provisions contained herein.

~~Article VI. Ethics Provisions~~

~~Section 2-17. Applicability~~

~~Other than as provided in Section 2-19, the provisions of this article apply to the following town officials and employees: The Mayor, all members of the Town Council, all members of the Easton Utilities Commission, the President and CEO of the Easton Utilities Commission, the head of each department of the Easton Utilities Commission, the members of the Board of Appeals, the Planning and Zoning Commission, the Historic District Commission, the Town Manager, the Building Inspector, the Town Engineer, the Town Clerk, the Supervisor of Elections, the Chief of Police, and all officials appointed to Town boards and commissions and all employees, who, acting alone or as members or employees of a Town entity, have decision making authority or act as principal advisors to a person with that authority in making Town policy or exercising quasi judicial, regulatory, licensing, inspecting, or auditing functions. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)~~

Section 2-18. Definitions

~~(A) "Business Entity" or "Entity" shall mean a corporation, partnership, limited liability partnership, limited liability company, or sole proprietorship, whether for profit or not for profit, as defined or recognized under the Internal Revenue Code of the United States.~~

~~(B) "Designated second home" means:~~

~~(i) If an individual owns one second home, the individual's second home; or~~

~~(ii) If an individual owns more than one second home, any one second home the individual identifies to the Commission as the individual's second home.~~

~~(C) "Home address" means the address of an individual's~~

~~(i) Principal home; and~~

~~(ii) Designated second home, if any.~~

~~(D) "Principal home" means the sole residential property that an individual occupies as the individual's primary residence, whether owned or rented by the individual.~~

~~(E) "Quasi governmental entity" means an entity that is created by state statute, that performs a public function, and that is supported in whole or in part by the state but is managed privately.~~

~~(F) "Second home" means a residential property that:~~

~~(i) An individual occupies for some portion of the filing year; and~~

~~(ii) is not a rental property or a time share.~~

Section 2-19. Ethics Commission:

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~~There shall be a Town of Easton Ethics Commission (hereinafter referred to as "Commission"), which shall be composed of three members appointed by the Mayor. The Commission shall be advised by the Town Attorney and shall have the following responsibilities:~~

~~(A) To devise, receive and maintain all forms required by this Article;~~

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~~(B) To provide published advisory opinions to persons subject to this Article as to the applicability of the provisions of this Article to them;~~

~~(C) To process and make determinations as to complaints filed by any person alleging violation of this Article to them;~~

~~(D) To conduct a suitable public information program regarding the purposes and application of this Article.~~

~~(E) The Commission shall certify to the State Ethics Commission on or before October 1 of each year that the Town is in compliance with the requirements of State Government Article, Title 15, Subtitle 8, Annotated Code of Maryland for elected local officials.~~

~~(F) Commission members shall serve three year terms staggered so that only one term expires in any single calendar year. The Commission shall annually elect a Chairman from its membership, and shall adopt rules of procedure not inconsistent with the terms of this Chapter to govern its meetings.~~

~~(Ordinance 590 effective 10/7/2013, historical reference 103 and 107)~~

~~Section 2-20. Conflict of Interest~~

~~All Easton elected officials, officials appointed to Town boards and commissions, and all employees, whether or not they are otherwise subject to this Article, are subject to this Section.~~

~~(A) In this section, "qualified relative" means a spouse, parent, child, or sibling.~~

~~(B) Participation prohibitions. Except as permitted by Commission regulation or opinion, an official or employee may not participate in:~~

~~(i) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision of the matter, any matter in which, to the knowledge of the official or employee, the official or employee, or a qualified relative of the official or employee has an interest.~~

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~~(ii) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision with respect to the matter, any matter, in which any of the following is a party:~~

~~(a) A business entity in which the official or employee has a direct financial interest of which the official or employee may reasonably be expected to know;~~

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~~(b) A business entity for which the official, employee, or a qualified relative of the official or employee is an officer, director, trustee, partner, or employee;~~

~~(c) A business entity with which the official or employee or, to the knowledge of the official or employee, a qualified relative is negotiating employment or has any arrangement concerning prospective employment;~~

~~(d) If the contract reasonably could be expected to result in a conflict between the private interests of the official or employee and the official duties of the official or employee, a business entity that is a party to an existing contract with the official or employee, or which, to the knowledge of the official or employee, is a party to a contract with a qualified relative;~~

~~(e) An entity, doing business with the Town of Easton, in which a direct financial interest is owned by another entity in which the official or employee has a direct financial interest, if the official or employee may be reasonably expected to know of both direct financial interests; or~~

~~(f) A business entity that the official or employee knows is a creditor or obligee of the official or employee or a qualified relative of the official or employee with respect to a thing of economic value, and as a creditor or obligee, is in a position to directly and substantially affect the interest of the official or employee or a qualified relative of the official or employee.~~

~~(iii) A person who is disqualified from participating under paragraphs (i) or (ii) of this subsection shall disclose the nature and circumstances of the conflict and may participate or act if the disqualification leaves a body with less than a quorum capable of acting, the disqualified official or employee is required by law to act, or the disqualified official or employee is the only person authorized to act.~~

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~~(iv) The prohibitions of paragraphs (i) and (ii) of this subsection do not apply if participation is allowed by regulation or opinion of the Commission.~~

~~(C) Employment and financial interest restrictions.~~

~~(i) Except as permitted by regulation of the Commission when the interest is disclosed or when the employment does not create a conflict of interest or appearance of conflict, an official or employee may not:~~

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~~(a) Be employed by or have a financial interest in any entity subject to the authority of the official or employee or a Town of Easton agency, board, or commission with which the official or employee is affiliated or an entity that is negotiating or has entered a contract with the agency, board, or commission with which the official or employee is affiliated; or~~

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~~(b) Hold any other employment relationship that would impair the impartiality or independence of judgment of the official or employee.~~

~~(ii) This prohibition does not apply to:~~

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~~(a) An official or employee who is appointed to a regulatory or licensing authority pursuant to a statutory requirement that persons subject to the jurisdiction of the authority be represented in appointments to the authority;~~

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~~(b) Subject to other provisions of law, a member of a board or commission in regard to a financial interest or employment held at the time of appointment, provided the financial interest or employment is publicly disclosed to the appointing authority and the Commission;~~

~~(c) An official or employee whose duties are ministerial, if the private employment or financial interest does not create a conflict of interest or the appearance of a conflict of interest, as permitted and in accordance with regulations adopted by the Commission; or~~

~~(d) Employment or financial interests allowed by regulation of the Commission if the employment does not create a conflict of interest or the appearance of a conflict of interest or the financial interest is disclosed.~~

~~(D) Post-employment limitations and restrictions:~~

~~(i) A former official or employee may not assist or represent any party other than the Town of Easton for compensation in a case, contract, or other specific matter involving the Town of Easton if that matter is one in which the former official or employee significantly participated as an official or employee.~~

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~~(ii) For a period of one year that begins after the elected official leaves office, a former member of the Town Council may not assist or represent another party for compensation in a matter that is the subject of legislative action.~~

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~~(iii) A former local lobbyist who becomes a town official or employee may not participate in a case, contract, or other specific matter for one (1) calendar year after terminating their local lobbying registration if they previously assisted or represented another party in the matter.~~

~~(E) Contingent compensation. Except in a judicial or quasi-judicial proceeding, an official or employee may not assist or represent a party for contingent compensation in any matter before or involving the Town of Easton.~~

~~(F) Use of prestige of office. An official or employee may not intentionally use the prestige of office or public position for the private gain of that official or employee or the private gain of another. This subsection does not prohibit the performance of usual and customary constituent services by an elected local official without additional compensation.~~

~~(G) Solicitation and acceptance of gifts.~~

~~(i) An official or employee may not solicit any gift from any business entity or person other than a qualifying relative;~~

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~~(ii) An official or employee may not directly solicit or facilitate the solicitation of a gift, on behalf of another person, from an individual regulated lobbyist;~~

~~(iii) An official or employee may not knowingly accept a gift, directly or indirectly, from a person that the official or employee knows or has the reason to know;~~

~~(a) Is doing business with or seeking to do business with the Town of Easton office, agency, board or commission with which the official or employee is affiliated;~~

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~~(b) Has financial interests that may be substantially and materially affected, in a manner distinguishable from the public generally, by the performance or nonperformance of the official duties of the official or employee;~~

~~(c) Is engaged in an activity regulated or controlled by the official's or employee's governmental unit;~~

~~(d) Is a lobbyist with respect to matters within the jurisdiction of the official or employee; or~~

~~(e) Is an association, or any entity acting on behalf of an association that is engaged only in representing counties or municipal corporations.~~

~~(iv) Notwithstanding paragraph (iii) of this subsection, an official or employee may accept the following:~~

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~~(a) Meals and beverages consumed in the presence of the donor or sponsoring entity;~~

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~~(b) Ceremonial gifts or awards that have insignificant monetary value;~~

~~(c) Unsolicited gifts of nominal value that do not exceed \$20 in cost or trivial items of informational value;~~

~~(d) Reasonable expenses for food, travel, lodging, and scheduled entertainment of the official or the employee at a meeting which is given in return for the participation of the official or employee in a panel or speaking engagement at the meeting;~~

~~(e) Gifts of tickets or free admission extended to an elected local official to attend a charitable, cultural, or political events, if the purpose of this gift or admission is a courtesy or ceremony extended to the elected official's office;~~

~~(f) A specific gift or class of gifts that the Commission exempts from the operation of this subsection upon a finding, in writing, that acceptance of the gift or class of gifts would not be detrimental to the impartial conduct of the business of the *County, City, or Town* and that the gift is purely personal and private in nature;~~

~~(g) Gifts from a person related to the official or employee by blood or marriage, or any other individual who is a member of the household of the official or employee; or~~

~~h) Honoraria for speaking to or participating in a meeting, provided that the offering of the honorarium is in not related in any way to the official's or employee's official position;~~

~~(v) Paragraph (iv) does not apply to a gift;~~

~~(a) That would tend to impair the impartiality and the independence of judgment of the official or employee receiving the gift;~~

~~(b) Of significant value that would give the appearance of impairing the impartiality and independence of judgment of the official or employee; or~~

~~(c) Of significant value that the recipient official or employee believes or has reason to believe is designed to impair the impartiality and independence of judgment of the official or employee.~~

~~(H) Disclosure of confidential information: Other than in the discharge of official duties, an official or employee or former official or employee may not disclose or use confidential information, that the official or employee acquired by reason of the official's or employee's public position or former public position and that is not available to the public, for the economic benefit of the official or employee or that of another person.~~

~~(I) Participation in procurement.~~

~~(i) An individual or a person that employs an individual who assists a Town of Easton agency in the drafting of specifications, an invitation for bids, or a request for proposals for a procurement, may not submit a bid or proposal for that procurement, or assist or represent another person, directly or indirectly, who is submitting a bid or proposal for the procurement.~~

~~(ii) The Commission may establish exemptions from the requirements of this section for providing descriptive literature, sole source procurements, and written comments solicited by the procuring agency.~~

~~(J) An official or employee may not retaliate against any individual for reporting or participating in an investigation of a potential violation of these ethics provisions.~~

~~(Ordinance 590 effective 10/7/2013, historical reference 103, 107 and 453)~~

~~Section 2-21. Financial disclosure — local elected officials and candidates to be local elected officials.~~

~~(A) This Section shall apply to all local elected officials and candidates to be local elected officials.~~

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~~(B) Except as provided in subsection (D) of this section, a local elected official or a candidate to be a local elected official shall file the financial disclosure statement required under this section on a form provided by the Commission, under oath or affirmation, and with the Commission.~~

~~(C) Deadlines for filing statements:~~

~~(i) An incumbent local elected official shall file a financial disclosure statement annually no later than April 30th of each year for the preceding calendar year.~~

~~(ii) An individual who is appointed to fill a vacancy in an office for which a financial disclosure statement is required and who has not already filed a financial disclosure statement, shall file a statement for the preceding calendar year within 30 days after appointment.~~

~~(iii) An individual who, other than by reasons of death, leaves an office for which a statement is required shall file a statement within 60 days after leaving the office. The statement shall cover the calendar year immediately preceding the year in which the individual left office, unless a statement covering that year has already been filed by the individual, and the portion of the current calendar year during which the individual held the office.~~

~~(D) Candidates to be local elected officials:~~

~~(i) Except an official who has filed a financial disclosure statement under another provision of this section for the reporting period, a candidate to be an elected local official shall file a financial disclosure statement each year beginning with the year in which the certificate of candidacy is filed through the year of the election.~~

~~(ii) A candidate to be an elected local official shall file a statement required under this section~~

~~(a) In the year the certificate of candidacy is filed, no later than the filing of the certificate of candidacy;~~

~~(b) In the year of the election, on or before the earlier of April 30 or the last day for the withdrawal of candidacy; and~~

~~(c) In all other years for which a statement is required, on or before April 30.~~

~~(iii) If a candidate fails to file a statement required by this section after written notice is provided by the Town of Easton Clerk or Board of Election Supervisors at least eight (8) days before the last day for the withdrawal of candidacy, the candidate is deemed to have withdrawn the candidacy.~~

~~(iv) The Town of Easton Clerk or Board of Election Supervisors may not accept any certificate of candidacy unless a statement has been filed in proper form.~~

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~~(v) Within 30 days of the receipt of a statement required under this section, the Town of Easton Clerk or Board of Election Supervisors shall forward the statement to the Commission or the office designated by the Commission.~~

~~(F) Public record.~~

~~(i) The Commission or office designated by the Commission shall maintain all financial disclosure statements filed under this section.~~

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~~(ii) Financial disclosure statements shall be made available during normal office hours for examination and copying by the public subject to reasonable fees and administrative procedures established by the Commission.~~

~~(iii) If an individual examines or copies a financial disclosure statement, the Commission or the office designated by the Commission shall record the name and home address of the individual reviewing or copying the statement, and the name of the person whose financial disclosure statement was examined or copied.~~

~~(iv) Upon request by the official or employee whose financial disclosure statement was examined or copied, the Commission or the office designated by the Commission shall provide the official with a copy of the name and home address of the person who reviewed the official's financial disclosure statement.~~

~~(v) For statements filed after January 1, 2019, the Commission or the office designated by the Commission may not provide access to an individual's home address that the individual has designated as the individual's home address.~~

~~(vi) The Commission or the office designated by the Commission shall not provide public access to information related to consideration received from:~~

~~(a) The University of Maryland Medical System;~~

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~~(b) A governmental entity of the State or a local government in the State; or~~

~~(c) A quasi-governmental entity of the State or local government in the State.~~

~~(F) Retention requirements. The Commission or the office designated by the Commission shall retain financial disclosure statements for four years from the date of receipt.~~

~~(G) An individual who is required to disclose the name of a business under this section shall disclose any other names that the business is trading as or doing business as.~~

~~(H) Contents of statement.~~

~~(i) Interests in real property. A statement filed under this section shall include a schedule of all interests in real property wherever located, and for each interest in real property, the schedule shall include:~~

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~~(a) The nature of the property and the location by street address, mailing address, or legal description of the property;~~

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~~(b) The nature and extent of the interest held, including any conditions and encumbrances on the interest;~~

~~(c) The date when, the manner in which, and the identity of the person from whom the interest was acquired;~~

~~(d) The nature and amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired;~~

~~(e) If any interest was transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest, and the identity of the person to whom the interest was transferred; and~~

~~(f) The identity of any other person with an interest in the property.~~

~~(ii) Interests in corporations and partnerships. A statement filed under this section shall include a schedule of all interests in any corporation, partnership, limited liability partnership, or limited liability company, regardless of whether the corporation or partnership does business with the Town of Easton, and for each interest reported under this paragraph, the schedule shall include:~~

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~~(a) The name and address of the principal office of the corporation, partnership, limited liability partnership, or limited liability company;~~

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~~(b) The nature and amount of the interest held, including any conditions and encumbrances on the interest. An individual may satisfy the requirement to report the amount of the interest held by reporting, instead of a dollar amount: for an equity interest in a corporation, the number of shares held and, unless the corporation's stock is publicly traded, the percentage of equity interest held; or for an equity interest in a partnership, the percentage of equity interest held.~~

~~(c) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest and, if known, the identity of the person to whom the interest was transferred; and~~

~~(d) With respect to any interest acquired during the reporting period, the date when, the manner in which, and the identity of the person from whom the interest was acquired, and the nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.~~

~~(iii) Interests in business entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all interests in any business entity that does business with the Town of Easton, other than interests reported under paragraph (ii) of this subsection, and for each interest reported under this paragraph, the schedule shall include:~~

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~~(a) The name and address of the principal office of the business entity;~~

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~~(b) The nature and amount of the interest held, including any conditions to and encumbrances in the interest;~~

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~~(c) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received in exchange for the interest and, if known, the identity of the person to whom the interest was transferred; and~~

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~~(d) With respect to any interest acquired during the reporting period, the date when, the manner in which, and the identity of the person from whom the interest was acquired, and the nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.~~

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~~(iv) Gifts.~~

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~~(a) A statement filed under this section shall include a schedule of each gift in excess of \$20 in value or a series of gifts totaling \$100 or more received during the reporting period from or on behalf of, directly or indirectly, any one person who does business with or is regulated by the Town of Easton, or from an association, or any entity on behalf of an association that is engaged only in representing counties or municipal corporations, and~~

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~~(b) For each gift reported, the schedule shall include:~~

~~(1) A description of the nature and value of the gift; and~~

~~(2) The identity of the person from whom, or on behalf of whom, directly or indirectly, the gift was received.~~

~~(v) Employment with or interests in entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all offices, directorships, and salaried employment by the individual or member of the immediate family of the individual held at any time during the reporting period with entities doing business with the Town of Easton, and for each position reported under this paragraph, the schedule shall include:~~

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~~(a) The name and address of the principal office of the business entity;~~

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~~(b) The title and nature of the office, directorship, or salaried employment held and the date it commenced; and~~

~~(e) The name of each Town of Easton agency with which the entity is involved;~~

~~(vi) Indebtedness to entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all liabilities, excluding retail credit accounts, to persons doing business with the Town of Easton owed at any time during the reporting period by the individual or by a member of the immediate family of the individual if the individual was involved in the transaction giving rise to the liability, and for each liability reported under this paragraph, the schedule shall include:~~

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~~(a) The identity of the person to whom the liability was owed and the date the liability was incurred;~~

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~~(b) The amount of the liability owed as of the end of the reporting period;~~

~~(c) The terms of payment of the liability and the extent to which the principal amount of the liability was increased or reduced during the year; and (d) The security given, if any, for the liability.~~

~~(vii) A statement filed under this section shall include a schedule of the immediate family members of the individual employed by the Town of Easton in any capacity at any time during the reporting period.~~

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~~(viii) Sources of earned income. A statement filed under this section shall include a schedule of the name and address of each place of employment and of each business entity of which the individual or a member of the individual's immediate family was a sole or partial owner and from which the individual or member of the individual's immediate family received earned income, at any time during the reporting period. If the individual's spouse is a lobbyist regulated by the Town, the individual shall disclose the entity that has engaged the spouse for the lobbying purposes. A minor child's employment or business ownership need not be disclosed if the agency that employs the individual does not regulate, exercise authority over, or contract with the place of employment or business entity of the minor child.~~

~~(ix) Relationship with University of Maryland Medical System, State or Local Government, or Quasi Government Entity.~~

~~(a) An individual shall disclose the information specified in General Provisions Article §5-607(j)(1), Annotated Code of Maryland, for any financial or contractual relationship with: An individual shall disclose the information specified in General Provisions Article §5-607(j)(1), Annotated Code of Maryland, for any financial or contractual relationship with:~~

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~~(1) The University of Maryland Medical System;~~

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~~(2) A governmental entity of the State or a local government in the State; or~~

~~(3) A quasi governmental entity of the State or local government in the State.~~

~~(b) For each financial or contractual relationship reported, the schedule shall include:~~

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~~(1) A description of the relationship;~~

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~~(2) The subject matter of the relationship; and~~

~~(3) The consideration.~~

~~(x) A statement filed under this section may also include a schedule of additional interests or information that the individual making the statement wishes to disclose.~~

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~~(xi) For the purposes of Paragraphs (i), (ii) and (iii) of this subsection, the following interests are considered to be the interests of the individual making the statement:~~

~~(a) An interest held by a member of the individual's immediate family, if the interest was, at any time during the reporting period, directly or indirectly controlled by the individual.~~

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~~(b) An interest held, at any time during the applicable period by:~~

~~(1) A business entity in which the individual held a 10% or greater interest.~~

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~~(2) A business entity described in section (i) of this subsection in which the business entity held a 25% or greater interest;~~

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~~(3) A business entity described in section (ii) of this subsection in which the business entity held a 50% or greater interest; and~~

~~(4) A business entity in which the individual directly or indirectly, through an interest in one or a combination of other business entities, holds a 10% or greater interest~~

~~(c) An interest held by a trust or an estate in which, at any time during the reporting period the individual held a reversionary interest or was a beneficiary, or if a revocable trust, the individual was a settlor.~~

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~~(f) The Commission shall review the financial disclosure statements submitted under this section for compliance with the provisions of this section and shall notify an individual submitting the statement of any omissions or deficiencies. In addition, the Commission may take appropriate enforcement action to ensure compliance with this section. (Ordinance 590 effective 10/7/2013, historical reference 103, 107 and 453)~~

~~Section 2-22. Ethics disclosure statement—employees and appointed officials.~~

~~(A) All officials appointed to Town boards and commissions and all employees are subject to this Section.~~

~~(B) A statement filed under this section shall be filed with the Commission under oath or affirmation.~~

~~(C) On or before April 30 of each year during which an official or employee holds office, an official or employee shall file a statement disclosing gifts received during the preceding calendar year from any person that contracts with or is regulated by the Town of Easton including the name of the donor of the gift and the approximate retail value at the time of receipt.~~

~~(D) The ethics disclosure statement required by (C) above shall also include a section for an official or employee to disclose employment and interests that raise conflicts of interest or potential conflicts of interest in connection with a specific proposed action by the employee or official. Inclusion of conflicts of interest on the annual ethics disclosure shall not replace an employee's or appointed official's obligation to disclose conflicts of interest or potential conflicts of interest at other times sufficiently in advance of the action to provide adequate disclosure to the public.~~

~~(E) The Commission shall maintain all disclosure statements filed under this section as public records available for public inspection and copying as provided in Sec. 2-20 of this chapter. (Ordinance 590 and 662 effective 10/7/2013 and 8/10/2015)~~

Section 2-23. Lobbying disclosure:

~~(A) Any person who personally appears before any Town official, Board or employee, with the intent to influence that person in performance with his or her official duties, and in connection with such intent, expends or reasonably expects to expend in a given calendar year, in excess of \$250 on food, entertainment or other gifts for such officials, shall file a registration statement with the Commission not later than January 15 of the calendar year or within five days after making these appearances.~~

~~(B) The registration statement shall include complete identification of the registrant and of any other person on whose behalf the registrant acts, and the subject matter on which the registrant proposes to make these appearances.~~

~~(C) Registrants under this Section shall file a report within 30 days after the end of any calendar year during which they were registered, disclosing the value, date and nature of any food, entertainment or other gift provided to a Town official or Town employee. When a gift or series of gifts to a single official or employee exceeds \$50 in value, the official or employee shall also be identified.~~

~~(D) The registrations and reports filed pursuant to this Section shall be maintained by the Commission as public records available for public inspection and copying. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)~~

Section 2-24. Exemptions and modifications:

~~The Commission may grant exemptions and modifications to the provisions of Sec. 2-19 and Sec. 2-21 of this Article as they relate to employees and to appointed members of Town of Easton Boards and Commissions, if it determines that the application of those provisions would:~~

- ~~(A) Constitute an unreasonable invasion of privacy;~~
- ~~(B) Significantly reduce the availability of qualified persons for public service; and~~
- ~~(C) Not be required to preserve the purposes of this Article. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)~~

Section 2-25. Enforcement.

~~(A) The Commission may:~~

- ~~(i) Assess a late fee of \$2 per day up to a maximum of \$250 for a failure to timely file a financial disclosure statement required under Sections 2-21 or 2-22 of this Article;~~
- ~~(ii) Assess a late fee of \$10 per day up to a maximum of \$250 for a failure to file a timely lobbyist registration or lobbyist report required under Section 2-23 of this Article; and~~
- ~~(iii) Issue a cease and desist order against any person found to be in violation of this Article.~~

~~(B) Upon a finding of a violation of any provision of this article, the Commission may:~~

- ~~(i) Issue an order of compliance directing the respondent to cease and desist from the violation;~~
- ~~(ii) Issue a reprimand; or~~
- ~~(iii) Recommend to the appropriate authority other appropriate discipline of the respondent, including censure or removal if that discipline is authorized by law.~~

~~(C) If the Commission finds that a respondent has violated Section 2-22 of this Article, the Commission may:~~

- ~~(i) Require a respondent who is a registered lobbyist to file any additional reports or information that reasonably related to the information that is required under Section 2-23 of this Article;~~
- ~~(ii) Impose a fine not exceeding \$5,000 for each violation; and~~
- ~~(iii) Suspend the registration of an individual lobbyist if the Commission finds that the lobbyist knowingly and willfully violated Section 2-22 of this Article or has been convicted of a criminal offense arising from lobbying activities.~~

~~(D) Upon request by the Commission, the Town Attorney may file a petition for injunctive relief in the Circuit Court for Talbot County. The Court may:~~

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~~(i) Issue an order to cease and desist from the violation;~~

~~(ii) Except as provided in (iv) of this paragraph, void an official action taken by an official or employee with a conflict of interest prohibited by this chapter when the action arises from or concerns the subject matter of the conflict and if the legal action is brought within 90 days of the occurrence of the official action, if the court deems voiding the action to be in the best interest of the public; or~~

~~(iii) Impose a fine of up to \$5,000.00 for any violation of the provisions of this Article, with each day upon which the violation occurs constituting a separate offense.~~

~~(iv) A court may not void any official action appropriating public funds, levying taxes, or providing for the issuance of bonds, notes or other evidences of public obligations.~~

~~(E) In addition to any other enforcement provisions in this chapter, a person who the Commission or a court finds has violated this Article: (i) Is subject to termination or other disciplinary action; and (ii) May be suspended from receiving payment of salary or other compensation pending full compliance with the terms of an order of the Commission or a court.~~

~~(F) A Town official or employee found to have violated this Article may be subject to disciplinary or other appropriate personnel action, including removal from office, disciplinary action, suspension of salary, or other sanction.~~

~~(G) Violation of Sec. 2-23 of this Article shall be a misdemeanor subject to a fine of up to \$10,000.00 or imprisonment of up to one year. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)~~

Article XIV~~VH~~. Codes Enforcement

§ 2-31. Code Enforcement.

§ 2-31~~26~~.1 Codes Enforcement Establishment.

The office of Town of Easton Code Enforcement is hereby established and the official in charge thereof shall be known as the Code Official. (Ordinance 559 effective 10/13/2009)

§ 2-31~~26~~.1.1 Code Official.

The Code Official is hereby authorized to act as the enforcement officer with regard to all ordinances of the Town of Easton other than criminal ordinances. The Code Official may designate; one or more assistants as Code Enforcement Officers, ~~one such person as the Codes Administrator and one such person as the Codes Assistant of the Town of Easton.~~ Such persons shall have duties and powers as delegated by the Code Official. (Ordinance 559 effective 10/13/2009, historical reference 310)

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§ 2-~~3126~~.1.2 Law Enforcement Officers.

The sworn law enforcement officers of the Easton Police Department are hereby authorized to enforce any non-criminal ordinance of the Town of Easton when requested to do so by the Code Official or any other assistant designated by the Code Official to act as an enforcement officer or administrator. (Ordinance 559 effective 10/13/2009, historical reference 310 & 16)

§ 2-~~3126~~.1.3 Other Powers ~~N~~ot ~~A~~ffected.

The provisions of this section shall not affect the authority of members of the Easton Police Department to enforce state or local criminal laws or ordinances. (Ordinance 559 effective 10/13/2009, historical reference 310)

§ 2-~~3126~~.2 Code Enforcement Board of Appeals

§ 2-26.2.1 General.

Any person directly affected by a decision of the Code Official or a notice or order issued by the Code Official shall have the right to appeal to the Easton Board of Zoning Appeals under the provisions set forth in Chapter 28 Zoning of the Code of the Town of Easton, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served (Ordinance 559 effective 10/13/2009, historical reference 86, 115, 238, 325, 405 & 448)

§ 2-~~3126~~.2.2 Application for ~~a~~Appeal.

An application for appeal shall be based on a claim that the true intent of the codes or the rules legally adopted thereunder have been incorrectly interpreted or do not fully apply. (Ordinance 627 effective October 7th 2012, historical reference 86, 448, and 559).

§ 2-~~3126~~.2.2.1 Waiver ~~A~~uthority.

Except as set forth in § 11-6.4.3 of the Easton Town Code, the ~~B~~oard shall have no authority to waive requirements of the codes. (Ordinance 627 effective October 7th 2012, historical reference 86, 448, and 559).

§ 2-~~3126~~.2.3 Board.

All provisions governing the Board of Appeals with respect to members, provisions for alternates, quorum, procedure, chairman, term of office, etc. shall be applicable to appeals of the Building Codes.. (Ordinance 559 effective 10/13/2009, historical reference 448)

§ 2-~~3126~~.2.4 Administration.

The Code Official shall take immediate action in accordance with the decision of the Easton Board of Zoning Appeals. (Ordinance 559 effective 10/13/2009, historical reference 448)

§ 2-~~3126~~.3 Code Enforcement Division.

§ 2-~~3126~~.3.1 Establishment.

The division of Building Inspection is here-by established under the office of Town of Easton Code Enforcement and the official in charge thereof shall be the Code Official hereafter cited as official. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.3.2 Designation of Division Staff.

The official shall have the authority to designate; one or more assistants as Technical; Examiners or Inspectors and one such person as the Building Codes Administrator of the Town of Easton. Such persons shall have duties and powers as delegated by the official. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4 Duties and Powers of the Code Official.

§ 2-~~3126~~.4.1 General.

The official is hereby authorized and directed to enforce the provisions of the Town of Easton Code exclusive of criminal codes, hereafter cited as codes. The official shall have the authority to render interpretations of those codes and to adopt policies and procedures in order to clarify the application of those provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of those codes. Such policies and procedures shall not have the effect of waiving requirement specifically provided for in those codes. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.2 Applications and ~~P~~permits.

The official shall receive applications, review construction documents and issue permits; for the erection, alteration, demolition and moving of buildings and structures, inspect the premises for which such permits have been issued and enforce compliance with the provisions of those codes. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.3 Notices and ~~O~~orders.

The official shall issue all necessary notices or orders to ensure compliance with those codes. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.4 Inspections.

The official shall make all of the required inspections, or the official shall have the authority to accept reports of inspection by approved agencies or individuals, including outside

inspection consultants hired by the Town. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The official is authorized to engage such expert opinion as deemed necessary to report upon ~~unusual~~ technical issues that arise. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.5 Identification.

The official shall carry proper identification when inspecting structures or premises in the performance of duties under those codes. For the purpose of this section, proper identification shall be a photo identification card that identifies that the individual is an employee of the Town of Easton. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.6 Right of Entry.

Where it is necessary to make an inspection to enforce the provisions of those codes, or where the official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of those codes which makes the structure or premises unsafe, dangerous, or hazardous, the official is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by those codes. The official may not enter any building or structure without the permission from the owner or occupant except pursuant to a warrant issued by a Court of Maryland and accompanied by a police officer who shall serve and execute the warrant. (Ordinance 559 effective 10/13/2009, historical reference 16 & 448)

§ 2-~~3126~~.4.7 Department ~~Records~~.

The official shall keep records of applications received, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the records for the period required for retention of public records. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.8 Liability.

The official charged with the enforcement of those codes or other pertinent law or codes, while acting for the Town of Easton in good faith and without malice in the discharge of the duties required by those codes or other pertinent law or codes, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an official because of an act performed by that official in the lawful discharge of duties and under provisions of those codes or other pertinent law or codes shall be defended by legal representative of the Town of Easton until the final termination of the proceedings. The official shall not be liable for the cost in any action, suit or proceeding that is instituted in pursuance of the provisions of those codes or other pertinent law or codes. (Ordinance 559 effective 10/13/2009, historical reference 115, 238 & 448)

§ 2-~~3126~~.4.9 Approved Materials and Equipment.

Materials, equipment, and devices approved by the official shall be constructed and installed in accordance with such approval. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.9.1 Used Materials and Equipment.

The use of used materials which meet the requirements of those codes for new materials is permitted. Used equipment and devices shall not be reused unless approved by the official. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.10 Modifications.

Wherever there are practical difficulties involved in carrying out the provisions of those codes, the official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the official shall first find that special individual reason makes the strict letter of those codes impractical and the modification is in compliance with the intent and purpose of those codes and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the division. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.11 Alternative Materials, Design and Methods of Construction and Equipment.

The provisions of those codes are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by those codes, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the official finds that the proposed design is satisfactory and complies with the intent of the provisions of those codes, and that the material, method or work offered is for the purpose intended, at least the equivalent of that prescribed by those codes in quality, strength, effectiveness, fire resistance, durability and safety. Compliance with the specific performance-based provisions in lieu of specific requirements of those codes shall also be permitted as an alternate. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-~~3126~~.4.11.1 Tests.

Whenever there is insufficient evidence of compliance with the provisions of those codes, or evidence that a material or method does not conform to the requirements of those codes, or in order to substantiate claims for alternative materials or methods, the official shall have the authority to require tests as evidence of compliance to be made at no expense to the Town of Easton. Test methods shall be as specified in those codes or by other recognized test standards. In the absence of recognized and accepted test methods, the official shall approve

the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the official for the period required for retention of public records. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

Article ~~VIII~~XV. Custody and Disposition of Abandoned, Lost or Seized Personal Property

Section 2-~~3227~~ Purpose and Scope of Article.

The purpose of this Article is to set forth the authority and procedures by which Easton Police Department shall maintain custody over, and dispose of, personal property in its ~~position~~possession. It is not intended to affect or modify the laws of the United States of the State of Maryland regarding the definition of contraband or its forfeiture or disposition as those laws pertain to the Town. (Ordinance 375 effective 8/4/1998)

Section 2-~~3328~~ Custody.

Unless otherwise provided by law, the Easton Police Department shall maintain custody of any abandoned, lost, or seized personal property that comes into the custody of the Department until the Department determines that the custody is not necessary to any investigation or prosecution or otherwise necessary for the discharge of the Department's duties. (Ordinance 375 effective 8/4/1998)

Section 2-~~3429~~ Return Of Property Other Than Contraband.

Unless otherwise provided by law, after a determination described under Section 2-~~3328~~, the Department shall (1) return any item of personal property (other than contraband) over which it has custody to the person who: (a) establishes his or her right to possession of said property and (b) gives a written receipt for the item of personal property to the Department; or (2) dispose of such property in accordance with the provisions of this Article. (Ordinance 375 effective 8/4/1998)

Section 2-~~3530~~ Notice Regarding Property Other Than Contraband.

Unless otherwise provided by law, the Department shall give notice to the last known address of the person entitled to possession of any item of property (other than contraband) in the custody of the Department (if the identity of such person is known to the Department) by certified mail of the fact that the Department is in custody of such property and that such property is not necessary for any investigation or prosecution or otherwise necessary for the discharge of the Department duties and advising such person that such property may be recovered from the Department after compliance with the requirements of Section 2-~~3429~~ and payment of any administrative fees or other expenses incurred by the Department in connection with the storage of said property. The notice shall further state that, if the property is not claimed from the Department within 30 days of the date of the notice, the Department shall dispose of the property and the proceeds of such disposition, if any shall be paid to the Town. (Ordinance 375 effective 8/4/1998)

Section 2-3~~64~~ Disposition of Unclaimed Property Other than Contraband.

Unless otherwise provided by law, if the person entitled to ~~position-possession~~ of any item of personal property fails to respond to the notice described in the previous section within 30 days from the date that the notice was mailed or if the property is otherwise unclaimed, the Department may dispose of the property in accordance with the following: (Ordinance 375 effective 8/4/1998)

(A) ~~a~~ Cash. All cash shall be delivered to the Town ~~Clerk-Finance Officer~~ and deposited in the Town's General Fund; (Ordinance 375 effective 8/4/1998)

(B) ~~b~~ Firearms and Other Weapons. Any firearm which can be used by the Department in the discharge of its function shall be retained by the Department. The Chief of Police may, at his or her discretion, transfer firearms to other law enforcement agencies if such firearms can be used by said agencies in the discharge of their function. All other weapons (other than collect~~i~~able weapons) shall be destroyed. (Ordinance 375 effective 8/4/1998)

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(C) ~~e~~ Collect~~i~~able Weapons. For the purpose of this section, the term "collect~~i~~able weapon" means any weapon which, in the judgment of the Chief of Police, because of age, workmanship, or design is not likely to be used for criminal purposes and is suitable for decorative or similar purposes. Collect~~i~~able weapons shall be sold at public auction pursuant to Section 2-3~~64~~(e). (Ordinance 375 effective 8/4/1998)

(D) ~~d~~ Toys, Children's Bicycles and Similar Items. Any toys, children's bicycles or similar items may be transferred by the Department to one or more tax exempt, non-profit charitable or community organizations serving the residents of the Town. (Ordinance 375 effective 8/4/1998)

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(E) ~~e~~ Other Tangible Personal Property. The Department shall retain for its own use any item of tangible personal property which will be useful for the Department's function. All other items of tangible personal property shall either be disposed of as rubbish or sold at public auction under such additional terms and conditions as the Chief of Police determines are appropriate. The proceeds of such auction shall be delivered to the Town ~~Clerk-Finance Officer~~ and deposited in the Town's General Fund. (Ordinance 375 effective 8/4/1998)

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Section 2-3~~72~~ Disposition of Contraband.

All contraband in the ~~position-possession~~ of the Department shall be forfeited and disposed of in accordance with federal and State law. If federal and/or State law does not provide a procedure for the disposition of a particular item of contraband, the Chief of Police shall determine whether the item shall be destroyed or disposed of in accordance with Section 2-3~~46~~. (Ordinance 375 effective 8/4/1998)

Section 2-3~~83~~ Disposition of Motor Vehicles.

Motor vehicles in the custody of the Department shall be disposed of pursuant to applicable provision of State law. (Ordinance 375 effective 8/4/1998)

Section 2-3~~94~~ No Additional Duties Imposed Upon Department; Chief of Police Authorized To Issue Regulation.

The provisions of this Article shall not be interpreted to impose upon the Easton Police Department or the Town of Easton any duty, not otherwise existing, to investigate or attempt to ascertain the identity or whereabouts of any person who is or may be entitled to possession of any item of abandoned, lost, or seized personal property in the custody of the Department. The purpose of this Article is to provide a method by which the Easton Police Department shall maintain custody of and dispose of personal property; it shall not create in any person a cause of action against the Town or any official, agent or employee thereof for failure to follow the terms of this Article. The Chief of Police is authorized to issue such regulations as he or she deems necessary to implement the intention of this Article. (Ordinance 375 effective 8/4/1998)

Article ~~XVIII~~. Economic Development Program

Section 2-~~4035~~. Establishment.

The Town of Easton shall have an Economic Development Program for the purpose of:

- (~~A~~+) encouraging sound and balanced economic growth;
- (~~B~~2) attracting and retaining businesses, including, but not limited to, small, minority, and/or disadvantaged enterprises;
- (~~3C~~) promoting the creation and retention of jobs in the Town;
- (~~D~~4) expanding the commercial and industrial tax base of the Town of Easton;
- (~~E~~5) applying for and administering grants and loans related to the economic vitality of the Town and assisting with various tax credit and loan programs offered by Federal, State, and County governments as these programs relate to the economic vitality of the Town;
- (~~F~~6) identifying areas of the Town in need of economic revitalization and assisting with plans for needed revitalization;
- (~~G~~7) assisting existing businesses and prospective businesses in identifying sources of financing and professional and technical services; and
- (~~H~~8) providing technical assistance, education, and information to the business community and its recognized associations; and
- (I) organizing public events to promote tourism;

Section 2-~~4136~~. Administration.

The Economic Development Program shall be administered

(A+) by the Town through the employment of an Economic Development Coordinator appointed by the Mayor and approved by the Town Council ~~or~~; or

(B2) at the discretion of the Mayor and Town Council, by a nonprofit economic organization organized for the purpose of implementing the Economic Development Program for the Town of Easton.

Article X. Elections

Section 2-36. Voting places.

~~It shall be the duty of the Supervisor of Elections to provide for each Town election a suitable place or places for voting. The Supervisor of Elections shall supply suitable voting machines and all necessary equipment for use in the regular or special Town elections, and the expenses thereof shall be paid for by the Town. (Ordinance 615 effective 11/20/2012)~~

Section 2-37. Notice of elections.

~~The Supervisor of Elections shall, at least 25 days before any regular or special election, unless otherwise provided, give notice to the voters of the Town, in one or more newspapers published in the Town of Easton, of the day and hours and the place or places of holding such election, and such other information as may be necessary or advisable to enable the voters to intelligently cast their ballots. (Ordinance 615 effective 11/20/2012)~~

Section 2-38. Ballots—Requirements generally.

~~After the time has expired for presenting nomination petitions, the Supervisor of Elections shall prepare the official ballots and shall cause to be printed thereon the names in alphabetical order of the nominees for the respective offices to be filled, and he or she shall cause the names of the candidates for the same office to be grouped together. No party or designation of any candidate shall be printed or otherwise indicated upon the ballot. Whenever there is any question submitted to the voters for their decision, the question shall be placed upon the ballot in full, and immediately below the question there shall appear, in the following order, the words "yes" and "no" and to the left of each a square in which the voter may cast his or her vote. Ballots other than those created by and printed at the direction of the Supervisor of Elections shall not be cast or counted in any election. (Ordinance 615 effective 11/20/2012)~~

Section 2-39. Posting of sample ballot.

~~At least four days before any election, the Supervisor of Elections shall conspicuously and securely post accurate sample copies of the ballots to be used in the approaching election in one or more public places. One sample ballot shall be placed upon the exterior of the building or buildings in which polls will be held, so that the same can be readily seen and examined by~~

pedestrians passing on the street on which the polling place is located. (Ordinance 615 effective 11/20/2012)

~~Section 2-40. Posting of sample ballots—mistakes and challenges.~~

~~A correct list of the names of the candidates as they are to appear on the ballot shall be furnished on demand by the Supervisor of Elections to the candidates or their authorized agents. If any mistakes are discovered, it shall be the duty of the Supervisor of Elections to correct the same without delay, and if the Supervisor of Elections shall decline or refuse to make the correction, then upon the sworn petition of any qualified voter who would have the right to vote for such candidate at the approaching election, the Circuit Court for Talbot County may, by order, require said Supervisor of Elections to correct such error or to show cause why such error should not be corrected. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-41. Opening and closing hours of polls.~~

~~For all Town elections, the polls shall remain open from 7:00 A.M. to 8:00 P.M. on the same day. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-42. Voting procedure.~~

~~All voting in the Town of Easton, other than by absentee ballot, shall be performed on voting machines, and the applicable Maryland State law shall govern the voting procedure with regard to the use of these machines in all elections in the Town of Easton. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-43. Electioneering and loitering near polls prohibited.~~

~~There shall be no canvassing or electioneering in said polling place or places or within one hundred feet of the same, nor shall anyone linger, be, or remain within said distance of one hundred feet of the polls except election officials and peace officers, unless it be in approaching the polls to vote, or in passing along the streets in the usual and orderly manner of travel. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-44. Bribery of voters prohibited.~~

~~Any person who shall bribe or attempt to bribe, coerce, or intimidate any voter to vote or not to vote for or against any person or proposition, or to vote or not to vote at any election, shall be guilty of a misdemeanor. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-45. Poll Watchers—Selection.~~

~~Each candidate for elective office may select two (2) persons, both of whom shall be qualified voters of the Town, to serve as Poll Watchers, and each candidate shall submit to the Supervisor of Elections a list of Poll Watchers at least three (3) days prior to the election. The Poll Watchers~~

~~shall not be employees of the Town of Easton, and shall serve without compensation. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-46. Duties of Poll Watchers.~~

~~Each Poll Watcher shall have the right to observe every aspect of the conduct of an election. Each Poll Watcher shall be assigned a position at the polling place near the Supervisor of Elections or any assistants to the Supervisor of Elections, inside the registration or polling area so as to enable him or her to see each person as he or she offers to register or vote. The Poll Watchers shall witness the canvass, including absentee ballots, or the ascertainment and transcription of voters recorded on voting machines. Poll Watchers shall have the right to enter the polling place one half hour before the opening of the polls. It shall be unlawful for any Poll Watcher to inquire or attempt to ascertain for which candidate any voter intends to vote, or has voted, or to converse in the polling place with any voter or to assist any voter in the preparation of a ballot or in the operation of the voting machine. Any Poll Watcher who violates the restrictions set forth herein may be lawfully ejected by the Supervisor of Elections, and is subject to penalties provided for in this article. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-47. Absentee ballot provisions.~~

~~Any qualified voter of the Town of Easton may vote by absentee ballot rather than in person. The procedure for absentee balloting in the Town of Easton shall be that procedure described for absentee voting in the state election code, except as follows:~~

- ~~a. The instructions for the casting of absentee ballots shall be prescribed by the Supervisor of Elections.~~
- ~~b. a. The Supervisor of Elections shall prescribe the size, form, and content of the absentee ballot, material envelopes, providing for a covering envelope, a ballot envelope, and a return envelope.~~
- ~~c. Absentee ballots shall be counted, certified, and canvassed in accordance with the provisions of this article.~~
- ~~d. An application for an absentee ballot shall be submitted to the Town Clerk no later than the Tuesday preceding the election.~~
- ~~e. Completed absentee ballots must be received by the Town by mail or in person by 8:00 p.m. on election day in order to be counted.~~

~~(Ordinance 758 effective 4/4/21)~~

~~(Ordinance 615 effective 11/20/2012)~~

~~Section 2-48. Election results — Counting of votes and certification.~~

~~As soon as the polls have closed following any Town election, the Supervisor of Elections, in the presence of poll watchers, if any, and of the Board of Canvassers, shall proceed to ascertain and transcribe the votes recorded on each voting machine, and shall certify the same to the Board of Canvassers at or before 4:00 PM on the Wednesday next following the election. Not earlier than 4:00 PM, on that same day, the Board of Canvassers, in the presence of poll watchers, if any, shall proceed to count, certify, and canvass the absentee ballots cast in the election. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-49. Election results—Issuance of election certificates.~~

~~The Board of Canvassers shall issue a certificate of election to each official elected, and issue two certificates, one to the Mayor and one to the Council, whenever any proposition is submitted to the vote of the people, showing the vote for and against, which certificate shall be on blanks prepared by the Town Clerk, and shall contain a plain statement of the facts and be signed by a majority of said Board of Canvassers. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-50. Preservation of ballots after election.~~

~~All ballots used in any Town election shall be preserved by the Town Manager or Town Clerk for at least six months after the election. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-51. Violations.~~

~~Any person who is convicted of violating a provision of this Article shall be guilty of a misdemeanor and subject to a fine of one thousand dollars (\$1,000.00) and/or imprisonment for six (6) months. (Ordinance 615 effective 11/20/2012)~~

~~Section 2-52. Interpretation—Further authority of Town Council.~~

~~The provisions of this article shall be interpreted to encourage the registration of voters in the Town, and the participation by the citizens of the Town in the electoral processes of the Town. The Town Council is hereby authorized to enact such ordinances to provide for additional public notice regarding the times, places, and dates of election or to make such further provisions as the Town Council deems appropriate in order to fulfill the purposes of this Article. (Ordinance 615 effective 11/20/2012)~~

~~Article X. Tree Board~~

~~Section 2-37. Establishment~~

~~The Tree Board for the Town of Easton is hereby established. The Tree Board shall consist of three to five volunteers appointed by the Mayor. (Ordinance 443 and 622 effective 5/26/2002 and 6/24/2013)~~

~~Section 2-38. Compensation.~~

~~The Tree Board shall serve without compensation. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)~~

~~Section 2-39. Powers and Duties.~~

~~The Tree Board shall serve at the discretion of the Mayor and Town Council. The Tree Board shall assist the Public Works Department and the Town Engineer's Office in the development and maintenance of a comprehensive tree management program. The Tree Board shall report directly to the head of the Town Public Works Department, and shall have such powers and duties as the Mayor, Town Council, Town Engineer's Office, or the head of the Public Works Department shall assign to him or her. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)~~

~~Section 2-40. Residency.~~

~~The Tree Board members need not be residents of the Town of Easton if he or she has expertise and experience that will assist the Public Works Department and Town Engineer's Office in establishing or maintaining a tree management program. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)~~

Article XVIII. Administrative Search Warrants: Right of Entry

Section 2- ~~4236~~. Administrative Search Warrants; Right of Entry.

The Town of Easton, or its designated code official, may apply to a judge of the District Court or Circuit Court for Talbot County, for an administrative search warrant to enter any premises to conduct any inspection required or authorized by this Code or other applicable law.

~~(A)~~A. The application for an administrative search warrant shall be in writing and sworn to by the applicant and shall particularly describe the place, structure, premises, etc., to be inspected and the nature, scope and purpose of the inspection to be performed by the applicant.

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~~(B)~~B. A judge of a court referred to in this section may issue the warrant based upon information set forth in subsection A upon a finding that:

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~~1~~(i). The applicant has sought access to the property for the purpose of making an inspection; and

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~~(a)~~ (a). after requesting, at a reasonable time, that the owner, tenant or other individual
—in charge of the property allow the applicant access, the applicant has been denied access to the property; or

~~(b)~~ (b). after making a reasonable effort the applicant has been unable to locate any of
these individuals;

~~(ii)2.~~ The Town or its designated code official(s) is authorized by law to make an inspection of the property for which the warrant is sought; and

~~(iii)3.~~ Probable cause for the issuance of the warrant has been demonstrated by the applicant by:

~~(a).~~ specific evidence of a violation of the Town Code or other applicable law, or a public nuisance that affects the health, safety and welfare of the Town's citizens; or

~~(b).~~ information that the property to be inspected falls within an administrative inspection program of the Town.

~~(C).~~ An administrative search warrant issued under this section shall specify the place, structure, or premise to be inspected. The inspection conducted may not exceed the limits specified in the warrant.

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~~(D).~~ An administrative search warrant issued under this section authorizes the applicant and other designated officials or employees of the Town to enter specified property to perform the inspection, sampling and other functions authorized by law to determine compliance with the provisions of the Code or other law.

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~~E.C.~~ An administrative search warrant issued under this section shall be executed and returned to the judge by whom it was issued within:

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~~1(i).~~ The time specified in the warrant, not to exceed thirty (30) days; or

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~~2(ii).~~ If no time is specified in the warrant, fifteen (15) days from the date of its issuance.

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(Ordinance 581: effective 10/25/2010)

~~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.A. Campaign Contribution: Contributions made by individuals in support of and to be used by a candidate in furtherance of their campaign.~~

~~C.A. 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.A. Candidate: A candidate is 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, if the individual has accepted campaign contributions, announced an intention to run for office, or has begun to expend funds in anticipation of running for election.~~

~~E.A. Charitable Organization: An entity that seeks to advance public benefit through charitable activities.~~

~~F.A. 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.A. Political Committee: A group of people that accepts contributions and/or makes expenditures to influence a political election.~~

~~H.A. 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.A. 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. 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.A. 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.A. 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.A. 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. 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 donor.~~

~~D.A. 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.A. Contributions from political committees or any other registered political organizations are prohibited.~~

~~F.A. No candidate or treasurer may accept any anonymous contributions.~~

~~G.A. No candidate or treasurer may accept any contributions in the name of someone~~

~~other than the contributor.~~

~~H.A. 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 they are less than One Hundred Dollars (\$100.00).~~

~~I.A. If any candidate or treasurer receives a contribution prohibited by this Section, the candidate or treasurer shall either return the contribution to the contributor promptly or shall forfeit the contribution to the Town promptly, which forfeiture may be used by the Town for any public purpose.~~

~~J.A. 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)(1) 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)(a) 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)(1) 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)(1) Website/social media creation and maintenance~~

~~(3)(1) Meals and clothing for campaign workers~~

~~(4)(1) Tents and supplies for rallies and poll watching~~

~~(5)(1) Cost to attend events where exposure will aid in candidate's election process~~

~~(6)(1) Signs~~

~~D.A. _____ No candidate may use campaign funds for any personal use, which is an obligation or expense of any person that would exist irrespective of the campaign of a candidate.~~

~~C.A. _____ 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.A. _____ 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.A. _____ 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.A. _____ 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)(1) Second report. A second report shall be filed no later than one (1) month prior to the date of the election.~~

~~(3)(1) Third report. A third report shall be filed no later than one (1) week prior to the date of the election.~~

~~(4)(1) Final report. A final report shall be filed no later than one (1) week after the date of the election.~~

~~(5)(1) 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.A. _____ Each report filed shall include:~~

~~(1) The total and individual amounts of all contributions received by the treasurer;~~

~~(2)(1) The total and individual amounts of all expenditures which the candidate, or candidate's treasurer, or any person acting on their behalf made;~~

~~(3)(1) The total and individual amounts of all loans the candidate or candidate's treasurer received; and~~

~~(4)(1) Any balance from the prior reporting period.~~

~~F.A. 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.A. 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.A. 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.A. All reports shall be executed under the penalties of perjury by the treasurer.~~

~~J.A. 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.A. 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.A. 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)(1) The business address of the person making the independent expenditures;~~

~~(3)(1) 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)(1) 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)(1) 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 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.A. 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.~~

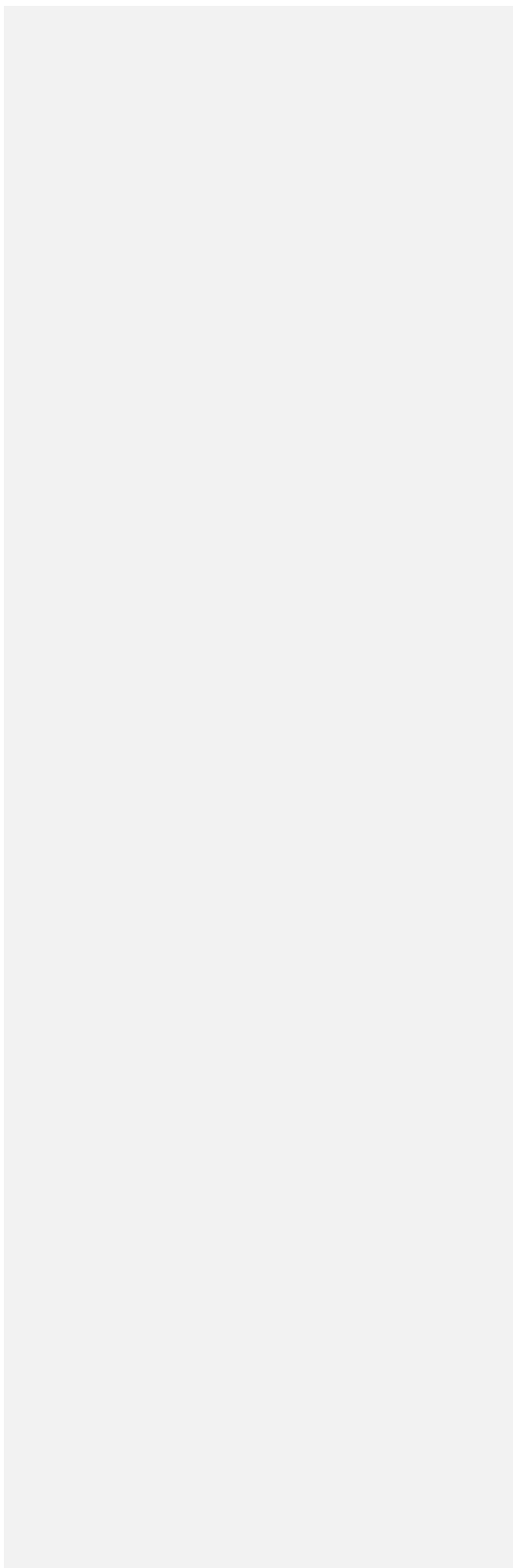
~~C.A. In addition to the penalties above, the Town may seek injunctive relief against any violation of the provisions of this Article.~~

~~(Ordinance 840 effective 10/26/2025)~~

CHAPTER 3 – RESERVED

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CHAPTER 4 – ANIMALS AND FOWL

Chapter 4 Animals and Fowl

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- § 4-1. ~~Animals or poultry – License for raising.~~ Adoption of County Code
- § 4-2. ~~Same~~ – Sanitary conditions for ~~R~~aising Poultry or Animals.
- § 4-3. Complaint of ~~u~~nsanitary ~~C~~onditions; ~~hearing~~.
- § 4-4. Poultry ~~r~~unning ~~a~~t ~~L~~arge ~~P~~rohibited.
- § 4-5. Keeping ~~S~~wine ~~P~~rohibited.
- § 4-6. Animals ~~R~~unning ~~A~~t ~~L~~arge or ~~U~~nattended.
- § 4-7. Animal ~~C~~arcasses.
- § 4-8 Roosters Prohibited.

Article II. Dogs.

- § 4-8. Definitions.
- § 4-9. License required; rabies vaccinations.
- § 4-10. Obtaining title to stray dogs
- § 4-11. At Large, Public Nuisance; Impoundment.
- § 4-12. Female dogs in season; impoundment; redemption.
- § 4-13. Suspected rabid dogs.
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- § 4-15. Liability for impounding fee.
- § 4-16. Enforcement.
- § 4-17. Animal wardens.
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- § 4-19. Humane Care Required; Poisoning Prohibited; Control of Animals; Humane Destruction of a Suffering Animal.
- § 4-20. Interference with authorized person prohibited.
- § 4-21. Kennels.
- § 4-22. Penalty
- § 4-23. Animals Fierce – Penalty.
- § 4-24. Summons Trial; Penalty
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Article I. In General

Section 4-1. ~~Animals or poultry – license for raising.~~ Adoption of County Code.

(A) Except as otherwise provided in this section, the provisions of the Talbot County Code, Chapter 15 Animals, as the same from time to time may be amended, are applicable and effective within the Town of Easton as though those provisions were set forth at length in this section.
(B) The Talbot County Code, Chapter 15 is hereby amended as follows: unless the context indicates otherwise, the word “County” shall refer to the “Town”.

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(C) The County shall administer and enforce its animal control regulations, as adopted and amended in this Chapter, within the Town in the same manner as they are administered and enforced in the unincorporated areas of the County.

(D) This provision shall not be construed to limit the authority of the Town of Easton to provide for additional animal control through the adoption of provisions to this chapter or other ordinances. Except as otherwise stated in this Chapter, any additional animal control provisions shall be administered by the Town's Code Enforcement Department and/or the Easton Police Department.

(E) Any inconsistency between the Talbot County Code and an amendment or additional provision set forth in this Chapter shall be construed in favor of the amendment or additional provision contained in this Chapter or elsewhere in the Town Code.

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~~All persons engaged in the raising or breeding of poultry, pigeons, rabbits, hares and/or guinea pigs within the limits of the town, for commercial purposes, shall be required to obtain a license; each application for such license shall state the approximate number and kind of poultry or animals to be raised and the location of the premises to be used for said purpose and said license shall be issued without a fee. (Ordinance 9 effective 1/1/1941)~~

Section 4-2. ~~Same~~ Sanitary Conditions for Raising Poultry or Animals.

All persons raising poultry or animals within the ~~T~~own, whether for commercial purposes or otherwise, shall be required to keep the same at all times in a clean and sanitary condition and free from obnoxious odors. (Ordinance 9 effective 1/1/1941)

Section 4-3. Complaint of Unsanitary Conditions; ~~hearing~~.

~~Whenever a~~Any complaint ~~is made to the council~~ that any poultry, pigeons, rabbits hares and/or guinea pigs raised in said ~~T~~own are creating a condition which is unsanitary or obnoxious to surrounding property owners ~~shall be made to the Town's Code Enforcement Department. ,the council shall give notice of a hearing to be held before it at such time and place as it shall designate, at which the party complained against, and the complainant or complainants shall be notified to be present, and if upon hearing the matter, the town council shall deem the condition in which said poultry, pigeons, rabbits, hares, and/or guinea pigs are raised to be unsanitary and obnoxious, it shall revoke any license which may have been obtained by the said owner of said poultry, pigeons, rabbits, hares and/or guinea pigs, and order said poultry or animals removed forthwith from the limits of the town within a period not to exceed three (3) days.~~ (Ordinance 9 effective 1/1/1941)

Section 4-4. Poultry Running ~~A~~at Large ~~p~~Prohibited.

It shall be unlawful for poultry to be turned loose or to be allowed to run at large within the ~~T~~own limits. (Ordinance 9 effective 1/1/1941)

Section 4-5. Keeping ~~S~~swine ~~P~~Prohibited.

The breeding, feeding, pasturing and/or penning of hogs or pigs, and the maintenance of piggeries, pig pens or pig runs within the limits of the Town is hereby prohibited. (Ordinance 6 effective 1/1/1941)

Section 4-6. Animals ~~R~~unning ~~a~~t ~~H~~large or ~~u~~nattended.

It shall be unlawful for any person to permit an animal to be turned loose or to be allowed to run at large within the Town limits, ~~or to leave a draft animal whether hitched to a vehicle or not, to stand upon any street or alley without being securely tied or fastened or in the immediate custody of the owner, driver or some competent person.~~ (Ordinance 519 aka E-34, effective 5/7/1967)

Section 4-7. Animal Carcasses.

It shall be unlawful for any owner of any dead horse, cow, sheep or other animal carcass, to permit the same to lie within the Town limits longer than a reasonable time for removing or burying the same. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 4-8. Prohibition on Roosters

The raising and/or keeping of roosters is prohibited in the Town of Easton. For the purposes of this section, a rooster is a male chicken at least 6 months old with full plumage capable of crowing.

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Article II. Dogs

Section 4-8. Definitions.

~~For purposes of this article the following words and phrases shall have the meanings respectively ascribed to therein by this section:~~

~~*At large.* A dog shall be deemed to be at large whenever the dog is not on the owner's property or under the immediate physical control of a responsible person capable of physically restraining the animal either by leash, cord, chain, or similar means.~~

~~*Keeping or harboring.* The act or sufferance either of feeding or sheltering a dog on the premises of the occupant or owner thereof.~~

~~*Owner or own.* Any person having a right of property in a dog and any person who keeps or harbors a dog or has it in his care or acts as custodian or permits it to remain on or about any premises occupied or controlled by him.~~

~~*Public nuisance.* Any animal found repeatedly making loud or objectionable sounds, damaging property, molesting passersby, chasing vehicles or acting in any manner which is deemed to be doing damage to property or to the public health and well being or which is known to have bitten two (2) or more persons or shall have been determined by the animal control officer, the public health officer, or any other authorized representative of the county~~

to be a detriment to public health, welfare and safety shall be deemed to be a public nuisance. If a dead animal is not properly disposed of and is deemed to be a public nuisance by reason of its appearance, odor, or for public health reasons its owner may be charged by the local health officer or the animal control officer for maintaining a public nuisance.

Vicious dog. Any dog that constitutes a physical threat to human beings, other dogs, cats, livestock, swine, or fowl by the virtue of its specific training or demonstrated behavior excepting dogs belonging to a government agency acting in the official performance of authorized duty.

(Ordinance 72 effective 9/7/1975, historical reference 53, 55)

Section 4-9. License Required; Rabies Vaccination.

No person shall own or have custody of any dog over four (4) months of age unless the dog is licensed as herein provided, and has been vaccinated against rabies in a procedure approved by the Maryland Public Health Veterinarian. Proof of rabies vaccination shall be given to the dog license agent. This provision shall not apply to dogs in the town owned by a non-resident, provided the dogs are duly licensed in their home city, county, or state, and providing the owner sends a valid rabies vaccination certificate for the dog with the dog while it is in town.

(a) Application for licenses shall be made to Talbot County, Maryland, or its authorized representative accompanied by a license fee of \$4.00 for spayed female and male dogs, veterinarian certificate to be shown on request of licensing authority, and \$8.00 for female dogs. However, if individual licenses for owned dogs exceeds \$25.00, the owner may request a blanket dog or kennel license for \$25.00 providing he gives duplicate copies of the rabies certificate to the county and he notifies the animal control officer by the first of the following month of the transfer of ownership of any dog so licensed. The notice shall be on a county dog transfer form. Applications made during the license year which are not in default as provided in this paragraph may be prorated to the nearest month.

(b) "Seeing-eye" dogs trained to assist the blind and dogs trained and used by police in the official performance of their duties shall be provided licenses free of charge.

(c) All licenses shall be valid for one year from each July 1, to June 30, of the following year.

(d) Applications for licenses may be made within 30 days following the establishment of residence within the town, or within 30 days following the procurement of a dog, without a penalty.

(e) The license of an animal may not be transferred with a change of ownership. A license may not be transferred by the owner from one dog to another.

(f) Upon payment of the dog license fee, a receipt and a numbered identification tag shall be issued to the owner. The dog license tag should be securely fastened to each dog's choke chain, collar, or harness and worn by the dog at all times.

(g) A dog license tag to replace a lost tag shall be issued to the dog's owner upon application and payment of a \$1.00 fee.

(Ordinance 72 effective 9/7/1975, historical reference 55)

Section 4-10. Obtaining title to stray dogs.

Any person obtaining possession of a stray unlicensed dog who wished to keep the dog, shall within 48 hours deliver it to the animal control officer of Talbot County along with a statement declaring his assumption of boarding expenses and his intention of obtaining ownership of the dog.

If the dog is unclaimed for five (5) days, any former title shall be forfeited, and the person delivering the dog shall be given the dog upon payment of the board charges, other proper charges, his receiving a current dog license, and upon receiving adoption approval of the Talbot County Humane Society.

(Ordinance 72 effective 9/7/1975, historical reference 55)

Section 4-11. At Large, Public Nuisance; Impoundment.

(a) It shall be unlawful for the owner to permit his dog to run at large or to permit his animal to constitute a public nuisance. (Ordinance 74 effective 6/7/1976, historical reference 53)

(b) Whenever any person finds a dog running at large with or without a license tag, or believes an animal constitutes a public nuisance, he may notify the animal control officer who may cause the dog to be taken and impounded. Upon the capture of any dog, the animal control officer shall make a genuine effort to notify the owner of its capture if his identity can be ascertained through license records, if any, or otherwise. The dog may be confined and disposed of either by destroying or being offered for adoption if not identified and claimed with five (5) days after its capture. No owner may claim his dog unless and until all charges incident to the confinement of the dog shall be paid. Dogs found "at large" and unlicensed which during the episode have bitten a human shall not be released from impoundment, except as authorized by a court order but shall become the property of the town and shall be humanely destroyed after 72 hours and its brain tested for rabies.

(Ordinance 72 effective 9/7/1975 and Ordinance 74 effective 6/7/1976, historical reference 53,55)

Section 4-12. Female dogs in season; impoundment; redemption.

Female dogs in heat found running at large shall be taken and impounded. Any female dog so captured may be redeemed by the owner thereof upon payment of the impoundment service fee as provided in section 4-14. If the same dog, belonging to the owner, shall be impounded for a second time within 12 months, the dog cannot be reclaimed by the owner thereof unless the

owner shall pay for the spaying of the dog within one week after notice. (Ordinance 72 effective 9/7/1975, historical reference 53)

Section 4-13. Suspected rabid dogs.

(a) If a dog is believed to have rabies, or has been bitten by a dog suspected by having rabies, the dog or dogs shall be confined by a leash or chain on the owner's premises and shall be placed under the observation of a veterinarian at the expense of the owner for a period of two (2) weeks. The owner shall notify the animal control officer of the fact that his dog has been exposed to rabies and at his discretion the animal control officer is empowered to have the dog removed from the owner's premises to a veterinary hospital and there placed under observation for a period of 12 weeks at the expense of the owner.

(b) It shall be unlawful for any person knowing or suspecting a dog to have rabies to allow the dog to be taken off his premises or beyond the limits of the town without the written permission of the animal control officer. Every owner, or other person, upon ascertaining a dog is rabid shall immediately notify the animal control officer who shall either remove the dog to the pound or, if required under the circumstances, summarily destroy it. (Ordinance 72 effective 9/7/1975)

Section 4-14. Impoundment service fee.

Whenever a dog is impounded pursuant to this article or any other provision of the law, the owner thereof shall pay an impounding fee of \$10.00 for a dog with a valid license and \$20.00 for a dog subject to license and without a current valid license and costs of any required veterinary services, and furnish satisfactory evidence that the dog is licensed before release. (Ordinance 72 effective 9/7/1975)

Section 4-15. Liability for impounding fee.

Where the owner of an impounded dog can be ascertained the owner shall be liable for the impounding fee and other proper charges even in cases wherein the dog is disposed of pursuant to this article. In addition to the impounding fee the animal control officer may issue a summons pursuant to section 4-24 of this article. (Ordinance 72 effective 9/7/1975)

Section 4-16. Enforcement.

An animal control officer shall be designated by the mayor as the enforcement authority for the provisions of the animal control and dog licensing provisions of the town, acting under the general supervision of the mayor. The animal control officer may be an employee of a nonprofit organization, independent of the town governmental system. (Ordinance 72 effective 9/7/1975)

Section 4-17. Animal wardens.

The animal control officer is authorized and empowered to deputize animal wardens, who, acting under his supervision, shall be empowered to take into custody and turn over to the Talbot

County Humane Society stray, injured, sick or dead animals in accordance with the provisions of this article. (Ordinance 72 effective 9/7/1975, historical reference 53,55)

~~Section 4-18. Dog license responsibility.~~

Nothing in this article shall relieve any dog owner of the responsibility for securing a proper dog license as required by section 4-9 of this article. (Ordinance 72 effective 9/7/1975)

~~Section 4-19. Humane Care Required; Poisoning Prohibited; Control of Animals; Humane Destruction of a Suffering Animal.~~

(a) All owners of animals shall provide the animals with sufficient food and water, suitable shelter, veterinary care when needed to prevent suffering, and humane care and treatment. No person shall poison any animal other than rodents. No person shall mistreat or abandon any animal in a manner as to cause suffering by the animal.

(b) All owners of animals shall exercise care and control of such animals, so as to prevent same from becoming public nuisances.

(c) Any Maryland licensed veterinarian in Talbot County is herein authorized by the town to immediately and humanely euthanize a suffering animal without liability if its owner cannot be promptly identified.

(Ordinance 72 effective 9/7/1975)

~~Section 4-20. Interference with authorized person prohibited.~~

No person shall attempt to interfere with the animal control officer, animal warden or any other authorized person in the performance of their duties; nor shall any person attempt to or release without authority any animal impounded pursuant to the animal control laws of the town. (Ordinance 72 effective 9/7/1975)

~~Section 4-21. Kennels.~~

(a) Any structure or place used for the housing, maintaining, or breeding of three (3) or more dogs (or other animals) for which a fee is charged shall be deemed a "commercial kennel."

(b) In order to maintain such a structure a special exception must be approved by the board of zoning appeals as follows: veterinary clinic, animal hospital, or commercial kennel for the raising, breeding or boarding of dogs and other animals, provided that all buildings and runways shall be distant at least 200 feet from any lot line.

(c) It shall be unlawful to maintain any kennel, commercial or otherwise, within the corporate limits of the Ttown that becomes a nuisance. If upon an investigation by the Ttown or County Animal Control Officer, a kennel is found to be a nuisance, it shall be the owner's duty to close the kennel and remove the dogs ~~or bitches~~ from the corporate limits of the

Town within 24 hours. Upon failure of the owner to comply, the Animal Control Officer shall have the dogs or bitches impounded; however, nothing in this section is intended to interfere with the proper operations of animal hospitals.

(Ordinance 72 effective 9/7/1975, historical reference 53)

~~Section 4-22. Penalty.~~

~~(a) To the extent that the provisions of this article are coincident with those of the Talbot County Animal Control Ordinance (County Ordinance) the penalty shall be that provided for under Section Sixteen of the County Ordinance.~~

~~(b) Any person who violates any section of this article in which the provisions differ from those of the County Ordinance; being Section 4-11 (Impoundment for running at large with a license tag), 4-12 (Females in season), 4-13 (Suspected rabid dogs), 4-21 (Kennels) and any other section in which there is a material variance from the provisions of the County Ordinance; shall be guilty of a misdemeanor and upon conviction thereof shall be fined not more than Fifty Dollars (\$50.00) for each violation. Each day the violation continues shall be deemed a separate offense. All fines imposed under this section shall be transferred to the Town.~~

~~(Ordinance 72 effective 9/7/1975, historical reference 53)~~

~~Section 4-23. Animal Fierce—Penalty.~~

~~Any animal of fierce, dangerous, or vicious nature must be confined on the premises of the owners or person in possession of the animal, at all times, and in a manner that it cannot reach persons who may have occasion to lawfully enter upon the premises at any reasonable time. The animal shall not be taken out of the confinement on the premises unless securely muzzled and under suitable control. Any person violating this section shall be guilty of a misdemeanor and upon conviction be fined not less than Twenty-five Dollars (\$25.00) nor more than Two hundred Fifty Dollars (\$250.00) for each offence. Upon conviction the prosecuting judge may order the animal destroyed and the owner to refrain from the ownership of other animals as be deemed proper. (Ordinance 72 effective 9/7/1975)~~

~~Section 4-24. Summons: Trial: Penalty.~~

~~The animal control officer, animal wardens, the county health officer or his deputy, or any law enforcement officer may issue a summons to anyone found to be in violation of this article. No summons shall be issued except under their personal knowledge. The animal control officer shall be promptly notified of such action. In addition, the animal control officer may accept a written affidavit of any other person personally observing the violation. Any owner so summoned, desiring to stand trial on the date of trial set on the summons, shall notify the district court of Talbot County of such desire at least seven (7) days prior to his trial date. Any person desiring to plead guilty to the violation prior to his trial shall be subject to a fine as fixed by the summons, payable by mail or in person at the clerk's office of the district court. Any person who shall fail to~~

appear at the trial when there has been no pre-trial plea of guilty and payment of fine shall be guilty of a separate misdemeanor and upon conviction thereof be fined no less than Twenty Five Dollars (\$25.00), plus court costs. (Ordinance 72 effective 9/7/1975)

Section 4-25. Records.

Except for any necessary accounting records, no criminal record shall be kept of any violations of this article. (Ordinance 72 effective 9/7/1975).

CHAPTER 5 – BICYCLES, ROLLER SKATES, SKATEBOARDS, AND SCOOTERS AND SIMILAR DEVICES

Chapter 5 Bicycles, Roller Skates, Skateboards, and Scooters

§ 5-1. Manner of Riding Generally.

§ 5-2. Riding on Sidewalks Prohibited with Exception.

§ 5-3. Operating of Skateboards, Scooters, and Skates.

§5-4. Enforcement.

Section 5-1. Manner or Riding Generally.

Persons riding bicycles or motor scooters in the Town of Easton shall comply with the Maryland Rules of the Road for bicycles and play vehicles set forth in Title 21 of the Transportation Article of the Maryland Annotated Code or corresponding future provision thereof, except with the respect to riding on sidewalks which is set forth in Section 5-2 and 5-3 below.

(Ordinance 519 aka E-34, effective 5/7/1967, Ordinance 802, Effective 1/22/2024)

Section 5-2. Riding on Sidewalks Prohibited with Exception.

It shall be unlawful for any person to ride a bicycle upon any of the sidewalks within the limits of the Town, unless the person is 13 years old or under. No person shall operate a bicycle in a reckless or negligent manner on any public sidewalk or trail. No person shall ride a bicycle on a public sidewalk or trail without exercising due care for the safety of other persons using the sidewalk or trail. No person shall fail to exercise full control over the bicycle. While on a public sidewalk or trail, a person operating a bicycle must yield the right of way to any pedestrian and, when feasible, audibly alert the pedestrian that they are passing.

(Ordinance 10 effective 1/1/1941, Ordinance 802, effective 1/22/2024)

Section 5-3. Operating of sSkateboards, sScooters, and Sskates.

No person shall roller skate or ride a skateboard or scooter in a reckless or negligent manner on any public sidewalk or trail. No person shall ride a skateboard, scooter, or roller skate on a public sidewalk or trail without exercising due care for the safety of other persons using the sidewalk. No person shall fail to exercise control while operating roller skates, a skateboard, or scooter on public sidewalk or trail.

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(Ordinance 802, effective 1/22/2024)

Section 5-4. Enforcement.

The provisions of this section shall be enforced by the police department. Any violation of any provision of this Chapter shall be a municipal infraction punishable as set forth in Section 1-8 of the Town Code. In addition, the bicycle, skateboard, scooter, or roller skates may be impounded by the police officer. Upon payment of the fine, the impounded item may be reclaimed by the offender or, where the offender is a minor, his parent or guardian. If an impounded skateboard or roller skates have not been reclaimed from impoundment within thirty (30) days from the date of offense, then the impounded item shall be deemed abandoned and shall be disposed of in the same manner as abandoned bicycles.

In the event that any law enforcement officer of the Town of Easton observes any minor child operating a bicycle, skateboard, or scooter in a manner that is unsafe and/or dangerous in violation of the provision of this Chapter, the law enforcement officer shall be authorized to impound a bicycle, skateboard, or scooter under the provisions of this section whether or not he or she issues a citation for a violation of this section.

(Ordinance 152 effective 7-31-88, historical reference 146, Ordinance 802, effective 1/22/2024)

CHAPTER 6 – BUILDING CODES

Updated recently so not updating again with the exception of correcting one reference in Section 6-2.

§6-2. General References. That this chapter shall reference General Provisions – Chapter 1, Licenses – Chapter 14, ~~Plumbing – Chapter 20~~, Zoning – Chapter 28 of the Code of the Town of Easton. (Ordinance 547 effective July 1st 2009)

CHAPTER 6A STORMWATER MANAGEMENT

Waiting for State guidance – will update later separately

CHAPTER 6B SEDIMENT AND EROSION CONTROL

Not proposing to update at this time

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CHAPTER 7—CIVILIAN DEFENSE

Chapter 7 Civilian Defense

Section 7-1. Purpose of chapter.

The declared purposes of this chapter are to provide for the preparation and carrying out of plans for the civil defense of persons and property within the town in the event of a national emergency; and to provide for the coordination of civil defense functions of the town with all public agencies and affected private persons, corporations and organizations. Any expenditures made in connection with such civil defense activities shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the town. (1967 Code by Ordinance 519 aka E-34, effective 5/7/1967)

Section 7-2. Definition.

For purposes of this chapter, unless the context otherwise indicates, "Civil Defense" shall include measures necessary to provide for the mobilization, organization and direction of civilian populace and necessary support agencies to prevent or minimize the effects of national emergencies. (1967 Code by Ordinance 519 aka E-34, effective 5/7/1967)

Section 7-3. Civilian defense director—office created.

During national emergencies, there shall be a director of civilian defense of the town. (Ordinance 20 effective 5/19/1942)

Section 7-4. Same—powers and authority.

The director of civilian defense shall have:

(a) Full power and authority to organize, coordinate, train and direct the various agencies of civilian defense within the corporate limits of the town;

(b) Full and complete control of said agencies during all periods of attack by hostile forces, imminent danger of such attack and periods of blackouts, and all agencies of the town shall, during such periods, be subject to his order and control and give him full cooperation.

(c) Authority to appoint such deputies and assistants and delegate such power to the same as may be requisite for the proper functioning of said office and he shall have full power to organize said agencies and to prescribe and carry out training there for at such times as it is, in his opinion, necessary and desirable so to do, and during said training periods, all the agencies of the town shall give him full cooperation.

(Ordinance 20 effective 5/19/1942)

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Section 7-5. Ex officio director:

~~Such person as shall be appointed as director of civilian defense for Talbot County, Maryland, by the county commissioners of Talbot County, Maryland or other competent authority, shall be ex officio the director of civilian defense of the town with the full powers set forth in this chapter. (Ordinance 20 effective 5/19/1942)~~

CHAPTER 7 ELECTIONS AND CAMPAIGN FINANCE

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Article I. Elections.

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§ 7-1. Voting Places.

§ 7-2. Notice of Elections.

§ 7-3. Ballots – Requirements Generally.

§ 7-4. Posting of Sample Ballot.

§ 7-5. Posting of Sample Ballots – Mistakes and Changes.

§ 7-6. Opening and Closing Hours of Polls.

§ 7-7. Voting Procedure.

§ 7-8. Electioneering and Loitering near Polls Prohibited.

§ 7-9. Bribery of Voters Prohibited.

§ 7-10. Poll Watchers – Selection.

§ 7-11. Duties of Poll Watchers.

§ 7-12. Absentee Ballot Provisions.

§ 7-13. Election Results – Continuing of Votes and Certification.

§ 7-14. Election Results – Issuance of Election Certificates.

§ 7-15. Preservation of Ballots after Election.

§ 7-16. Violations.

§ 7-17. Interpretation – Further Authority of Town Council.

Article II. Campaign Finance.

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§ 7-18. Definitions.

§ 7-19. Appointment of Treasurer.

§ 7-20. Authority Lines.

§ 7-21. Contributions and Expenditures to Pass Through Treasurer.

§ 7-22. Restrictions on Campaign Contributions.

§ 7-23. Restrictions on the Use of Campaign Funds.

§ 7-24. Campaign Finance Reports.

§ 7-25. Independent Expenditures.

§ 7-26. Violations and Penalties.

Article XI. Elections

Section 2-367-1. Voting Places.

It shall be the duty of the Supervisor of Elections to provide for each Town election a suitable place or places for voting. The Supervisor of Elections shall supply suitable voting machines and all necessary equipment for use in the regular or special Town elections, and the expenses thereof shall be paid for by the Town. (Ordinance 615 effective 11/20/2012)

~~Section 2-377-2.~~ Notice of Elections.

The Supervisor of Elections and/or his or her designee, shall, at least 25 days before any regular or special election, unless otherwise provided, give notice to the voters of the Town, in one or more newspapers published in the Town of Easton, of the day and hours and the place or places of holding such election, and such other information as may be necessary or advisable to enable the voters to intelligently cast their ballots. (Ordinance 615 effective 11/20/2012)

~~Section 2-387-3.~~ Ballots - Requirements gGenerally.

After the time has expired for presenting nomination petitions, the Supervisor of Elections, and/or his or her designee shall prepare the official ballots and shall cause to be printed thereon the names in alphabetical order of the nominees for the respective offices to be filled, and he or she shall cause the names of the candidates for the same office to be grouped together. No party or designation of any candidate shall be printed or otherwise indicated upon the ballot. Whenever there is any question submitted to the voters for their decision, the question shall be placed upon the ballot in full, and immediately below the question there shall appear, in the following order, the words "yes" and "no" and to the left of each a square in which the voter may cast his or her vote. Ballots other than those created by and printed at the direction of the Supervisor of Elections shall not be cast or counted in any election. (Ordinance 615 effective 11/20/2012)

~~Section 2-397-4.~~ Posting of Sample Ballot.

At least four (4) calendar days before any election, the Supervisor of Elections shall conspicuously and securely post accurate sample copies of the ballots to be used in the approaching election in one or more public places. One sample ballot shall be placed upon the exterior of the building or buildings in which polls will be held, so that the same can be readily seen and examined by pedestrians passing on the street on which the polling place is located. (Ordinance 615 effective 11/20/2012)

~~Section 2-407-5.~~ Posting of Sample Ballots - Mistakes and Challenges.

A correct list of the names of the candidates as they are to appear on the ballot shall be furnished on demand by the Supervisor of Elections to the candidates or their authorized agents. If any mistakes are discovered, it shall be the duty of the Supervisor of Elections to correct the same without delay, and if the Supervisor of Elections shall decline or refuse to make the correction, then upon the sworn petition of any qualified voter who would have the right to vote for such candidate at the approaching election, the Circuit Court for Talbot County may, by order, require said Supervisor of Elections to correct such error or to show cause why such error should not be corrected. (Ordinance 615 effective 11/20/2012)

~~Section 2-417-6.~~ Opening and Closing Hours of Polls.

For all Town elections, the polls shall remain open from 7:00 A.M. to 8:00 P.M. on the same day. (Ordinance 615 effective 11/20/2012)

Section 2-427-7. Voting Procedure.

All voting in the Town of Easton, other than by absentee ballot, shall be performed on ~~voting machines~~ **paper ballots**, and the applicable Maryland State law shall govern the voting procedure with regard to the use of these machines in all elections in the Town of Easton. (Ordinance 615 effective 11/20/2012)

Section 2-437-8. Electioneering and Loitering near Polls Prohibited.

There shall be no canvassing or electioneering in said polling place or places or within one hundred feet of the same, nor shall anyone linger, be, or remain within said distance of one hundred feet of the polls except election officials and peace officers, unless it be in approaching the polls to vote, or in passing along the streets in the usual and orderly manner of travel. (Ordinance 615 effective 11/20/2012)

Section 2-447-9. Bribery of Voters Prohibited.

Any person who shall bribe or attempt to bribe, coerce, or intimidate any voter to vote or not to vote for or against any person or proposition, or to vote or not to vote at any election, shall be guilty of a misdemeanor. (Ordinance 615 effective 11/20/2012)

Section 2-457-10. Poll Watchers - Selection.

Each candidate for elective office may select two (2) persons, both of whom shall be qualified voters of the Town, to serve as Poll Watchers, and each candidate shall submit to the Supervisor of Elections a list of Poll Watchers at least three (3) days prior to the election. The Poll Watchers shall not be employees of the Town of Easton, and shall serve without compensation. (Ordinance 615 effective 11/20/2012)

Section 2-467-11. Duties of Poll Watchers.

Each Poll Watcher shall have the right to observe every aspect of the conduct of an election. Each Poll Watcher shall be assigned a position at the polling place near the Supervisor of Elections or any assistants to the Supervisor of Elections, inside the registration or polling area so as to enable him or her to see each person as he or she offers to register or vote. The Poll Watchers shall witness the canvass, including absentee ballots, or the ascertainment and transcription of voters recorded on ~~voting machines~~ **paper ballots**. Poll Watchers shall have the right to enter the polling place one-half hour before the opening of the polls. It shall be unlawful for any Poll Watcher to inquire or attempt to ascertain for which candidate any voter intends to vote, or has voted, or to converse in the polling place with any voter or to assist any voter in the preparation of a ballot or in the operation of the voting machine. Any Poll Watcher who violates the restrictions set forth herein may be lawfully ejected by the Supervisor of Elections, and is subject to penalties provided for in this article. (Ordinance 615 effective 11/20/2012)

Section 2-477-12. Absentee Ballot Provisions.

Any qualified voter of the Town of Easton may vote by absentee ballot rather than in person. The procedure for absentee balloting in the Town of Easton shall be that procedure described for absentee voting in the state election code, except as follows:

(A). The instructions for the casting of absentee ballots shall be prescribed by the Supervisor of Elections.

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(B). The Supervisor of Elections shall prescribe the size, form, and content of the absentee ballot, material envelopes, providing for a covering envelope, a ballot envelope, and a return envelope.

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(C). ~~e.~~ Absentee ballots shall be counted, certified, and canvassed in accordance with the provisions of this article.

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(D). ~~_____ d. An application for an absentee ballot shall be submitted to the Town Clerk no later than the Tuesday preceding the election.~~ A qualified voter desiring to vote at any election by absentee ballot shall make application in writing to the Town of Easton, which application may be picked up at the Town Office or downloaded from the Town of Easton's website. The completed application must be received not later than the deadline set by current Maryland State law and regulation for absentee ballots to be received by mail, fax, or Internet.

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~~e.~~ ~~f.~~ Completed absentee ballots must be received by the Town by mail or in person by _____8:00 p.m. on election day in order to be counted.

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(Ordinance 758 effective 4/4/21)

(Ordinance 615 effective 11/20/2012)

Section 2-487-13. Election Results - Counting of Votes and Certification.

As soon as the polls have closed following any Town election, the Supervisor of Elections, in the presence of poll watchers, if any, and of the Board of Canvassers, shall proceed to ascertain and transcribe the votes recorded on each voting machine in each District voting box, and shall certify the same to the Board of Canvassers at or before 4:00 PM on the Wednesday next following the election. Not earlier than 4:00 P.M. on that same day the Wednesday next following the election, the Board of Canvassers, in the presence of poll watchers, if any, shall proceed to count, certify, and canvass the absentee ballots cast in the election. (Ordinance 615 effective 11/20/2012)

Section 2-497-14. Election Results - Issuance of Election Certificates.

The Board of Canvassers shall issue a certificate of election to each official elected, and issue two certificates, one to the Mayor and one to the Council, whenever any proposition is submitted to the vote of the people, showing the vote for and against, which certificate shall be on blanks

prepared by the Town Clerk, and shall contain a plain statement of the facts and be signed by a majority of said Board of Canvassers. (Ordinance 615 effective 11/20/2012)

Section 2-507-15, Preservation of ~~B~~ ballots after ~~E~~ election.

All ballots used in any Town election shall be preserved by the Town Manager or Town Clerk for at least six months after the election. (Ordinance 615 effective 11/20/2012)

Section 2-517-16, Violations.

Any person who is convicted of violating a provision of this Article shall be guilty of a misdemeanor and subject to a fine of one thousand dollars (\$1,000.00) and/or imprisonment for six (6) months. (Ordinance 615 effective 11/20/2012)

Section 2-527-17, Interpretation - Further ~~A~~ authority of Town Council.

The provisions of this article shall be interpreted to encourage the registration of voters in the Town, and the participation by the citizens of the Town in the electoral processes of the Town. The Town Council is hereby authorized to enact such ordinances to provide for additional public notice regarding the times, places, and dates of election or to make such further provisions as the Town Council deems appropriate in order to fulfill the purposes of this Article. (Ordinance 615 effective 11/20/2012)

Article ~~IX~~. Campaign Finance

Section 2-537-18, 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 candidate is 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, if the individual has accepted campaign contributions, 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.

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(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 2-547-19. 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.

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(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.

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(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.

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Section 2-557-20. 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.

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(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.

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Section 2-567-21. 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.

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(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

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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.

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Section 2-577-22. 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.

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(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.

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(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 donor.

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(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.

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(E). Contributions from political committees or any other registered political organizations are prohibited.

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(F). No candidate or treasurer may accept any anonymous contributions.

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(G). No candidate or treasurer may accept any contributions in the name of someone other than the contributor.

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(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 they are less than One Hundred Dollars (\$100.00).

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(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 promptly or shall forfeit the contribution to the Town promptly, which forfeiture may be used by the Town for any public purpose.

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(J). Campaign loans.

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(i) -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).

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and no one person or entity may loan a candidate more than One Thousand Dollars (\$1,000).

(ii) A loan to a candidate shall be considered a contribution unless:

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(a) The loan is from a financial institution or other entity in the business of making loans; or

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(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.

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(iii) All campaign loans shall be documented on campaign finance reports in a format provided by the Town Clerk.

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Section 2-587-23. Restrictions on the Use of Campaign Funds.

(A). -Campaign contributions may be used only for the following purposes:

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(i) -Print, radio, electronic material production, distribution, and advertisements

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(ii) Website/social media creation and maintenance

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(iii) Meals and clothing for campaign workers

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(iv) Tents and supplies for rallies and poll watching

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(v) Cost to attend events where exposure will aid in candidate's election process

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(vi) Signs

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(B). -No candidate may use campaign funds for any personal use, which is an obligation or expense of any person that would exist irrespective of the campaign of a candidate.

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(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.

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Section 2-597-24. 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

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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.

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(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.

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

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(i). Initial report. An initial report shall be filed no later than two (2) months prior to the date of the election, if applicable.

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(ii). Second report. A second report shall be filed no later than one (1) month prior to the date of the election.

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(iii). Third report. A third report shall be filed no later than one (1) week prior to the date of the election.

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(iv). Final report. A final report shall be filed no later than one (1) week after the date of the election.

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(v). 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.

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(E). -Each report filed shall include:

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(i) -The total and individual amounts of all contributions received by the treasurer;

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(ii) The total and individual amounts of all expenditures which the candidate, or candidate's treasurer, or any person acting on their behalf made;

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(iii) The total and individual amounts of all loans the candidate or candidate's treasurer received; and

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(iv). Any balance from the prior reporting period.

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(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.

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

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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.

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(I). All reports shall be executed under the penalties of perjury by the treasurer.

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(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.

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Section 2-607-25. 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.

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(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.

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(C). The independent expenditure report shall include the following information:

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(i). 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;

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(ii). The business address of the person making the independent expenditures;

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(iii). The amount and date of each independent expenditures during the period covered by the report and the identity of the recipient of the expenditure;

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(iv). 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

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(v). 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.

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(D). ~~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 2-617-26. Violations and Penalties.

(A). ~~-~~A candidate shall not be seated and sworn 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.

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(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.

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(C). In addition to the penalties above, the Town may seek injunctive relief against any violation of the provisions of this Article.

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(Ordinance 840 effective 10/26/2025)

CHAPTER 8—FILLING STATIONS

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Chapter 8 Filling Stations

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Section 8-1. Definitions.

As used in this chapter, unless the context otherwise indicates:

"Motor fuel" shall mean a light distillate of petroleum or allied substance with suitable volatility and other characteristics to be used as fuel for operating internal combustion engines whether or not it is mixed with other materials, or any other product or liquid when sold for use as a fuel in any type of internal combustion engine furnishing power to operate a vehicle.

"Retail dealer" shall mean any person operating a service station, filling station, store, garage or other place of business for the retail sale of motor fuel or the sale of or dispensing of motor fuel for delivery into the service tank of any motor vehicle which is propelled by an internal combustion motor other than such a motor vehicle belonging to the person owning or operating such place of business. (1967 Code by Ordinance 519 aka E-34, effective 5/7/1967)

Section 8-2. Pumps at curb.

The issuance of any permit or license for the erection of any gasoline pump on or along the curb or sidewalk of any public street or highway within the town is hereby prohibited. (Ordinance 10 effective 1/1/1941)

Section 8-3. Dispensing gasoline between curb lines prohibited.

The placing of gasoline or other petroleum products in any motor vehicle, or the servicing of the same while said vehicle is standing or parked between the curb lines of any public street or highway within the town is unlawful, and it shall be unlawful for any person, firm or corporation, to sell any gasoline or petroleum products in such manner that said gasoline or petroleum products are placed in such motor vehicle while it is so located. (Ordinance 10 effective 1/1/1941)

Section 8-4. Installation and operation.

The installation and operation of gasoline filling stations shall conform in all respects to chapter 9 of this Code relating to fire prevention. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 8-5. Shutting off motors during fueling.

The motor of any vehicle shall be shut off during fueling operations at any filling station. "Stop Your Motor" signs shall be placed in plain view. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 8-6. Smoking.

There shall be no smoking in areas where gasoline is dispensed in filling stations. Suitable "NO SMOKING" signs shall be displayed in filling stations. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 8-7. Attendants required.

Attendants in a number sufficient to preserve the public safety shall always be present at a filling station when motor fuel is dispensed. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 8-8. Display of prices.

(a) Every retail dealer in motor vehicle fuel shall publicly display and maintain on each pump or other dispensing device, from which motor fuel is sold by him, at least one sign stating the price per gallon of the motor fuel, the state and federal taxes, and the total price. All figures, including fractions, upon such signs, other than figures and fractions used in any price computing mechanism constituting a part of any such pump or dispensing device, shall be of the same size.

(b) No signs relating to the price of motor fuel or other products sold by any retail dealer shall be posted or displayed on or about the premises which shall violate any provision of this Code or other ordinance of the town or law of the state or which shall constitute a traffic or driving hazard, or which shall mislead the public, or in any way tend to constitute a fraud upon the public.

(c) In lieu of such sign as described in subsection (a), the total selling price to be paid for motor vehicle fuel shall show and be displayed on a quantity computing device or calculator attached to the pump from which such gasoline is sold or offered for sale.

(Ordinance 519 aka E-34, effective 5/7/1967)

Section 8-9. Display of brand names or trademarks.

All above-ground equipment for storing or dispensing motor fuel operated by a retail dealer shall bear in a conspicuous place the brand name or trademark of the manufacturer or distributor of the product stored therein or dispensed therefrom. If the motor fuel stored in or sold or dispensed from above-ground equipment by a retail dealer has no brand name or trademark, such container or dispensing equipment shall have conspicuously displayed thereon the words "NO BRAND", or retail dealer's own brand or trade name. (Ordinance 519 aka E-34, effective 5/7/1967)

Ethics Provisions

CHAPTER 8 ETHICS

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§ 8-1. Applicability.

§ 8-2. Definitions.

§ 8-3. Ethics Commission.

§ 8-4. Conflict of Interest.

§ 8-5. Financial Disclosure – Local Elected Officials and Candidates to be Local Elected Officials.

§ 8-6. Ethics Disclosure Statement – Employees and Appointed Officials.

§ 8-7. Lobbying Disclosure.

§ 8-8. Exemptions and Modifications.

§ 8-9. Enforcement.

Section 2-178-1. Applicability.

Other than as provided in Section ~~8-32-19~~, the provisions of this article apply to the following ~~Town~~ officials and employees: The Mayor, all members of the Town Council, all ~~members~~ Commissioners of the Easton Utilities Commission, the President and CEO of the Easton Utilities Commission, the head of each department of the Easton Utilities Commission, the members of the Board of Appeals, the Planning and Zoning Commission, the Historic District Commission, the Town Manager, the Building Inspector, the Town Engineer, the Town Clerk, the Supervisor of Elections, the Chief of Police, All Department Heads of the Town of Easton, and all officials appointed to Town boards and commissions and all employees, who, acting alone or as members or employees of a Town entity, have decision making authority or act as principal advisors to a person with that authority in making Town policy or exercising quasi-judicial, regulatory, licensing, inspecting, or auditing functions. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 2-188-2. Definitions

(A) "Business Entity" or "Entity" shall mean a corporation, partnership, limited liability partnership, limited liability company, or sole proprietorship, whether for profit or not for profit, as defined or recognized under the Internal Revenue Code of the United States.

(B) "Designated second home" means:

- (i) If an individual owns one second home, the individual's second home; or

(ii) If an individual owns more than one second home, any one second home the individual identifies to the Commission as the individual's second home.

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(C) "Home address" means the address of an individual's

(i) Principal home; and

(ii) Designated second home, if any.

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(D) "Principal home" means the sole residential property that an individual occupies as the individual's primary residence, whether owned or rented by the individual.

(E) "Quasi-governmental entity" means an entity that is created by state statute, that performs a public function, and that is supported in whole or in part by the state but is managed privately.

(F) "Second home" means a residential property that:

(i) An individual occupies for some portion of the filing year; and

(ii) is not a rental property or a time share.

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Section 2-198-3. Ethics Commission.

There shall be a Town of Easton Ethics Commission (hereinafter referred to as "Commission"), which shall be composed of three members appointed by the Mayor. The Commission shall be advised by the Town Attorney and shall have the following responsibilities:

(A) To devise, receive and maintain all forms required by this Article;

(B) To provide published advisory opinions to persons subject to this Article as to the applicability of the provisions of this Article to them;

(C) To process and make determinations as to complaints filed by any person alleging violation of this Article to them;

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(D) To conduct a suitable public information program regarding the purposes and application of this Article.

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(E) The Commission shall certify to the State Ethics Commission on or before October 1st -of each year that the Town is in compliance with the requirements of State Government Article, Title 15, Subtitle 8, Annotated Code of Maryland for elected local officials.

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(F) Commission members shall serve three year terms staggered so that only one term expires in any single calendar year. The Commission shall annually elect a Chairman from its membership.

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and shall adopt rules of procedure not inconsistent with the terms of this Chapter to govern its meetings.

(Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 2-208-4. Conflict of Interest.

All Easton elected officials, officials appointed to Town boards and commissions, and all employees, whether or not they are otherwise subject to this Article, are subject to this Section.

(A) In this section, "qualified relative" means a spouse, parent, child, or sibling.

(B) Participation prohibitions. Except as permitted by Commission regulation or opinion, an official or employee may not participate in:

(i) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision of the matter, any matter in which, to the knowledge of the official or employee, the official or employee, or a qualified relative of the official or employee has an interest.

(ii) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision with respect to the matter, any matter, in which any of the following is a party:

(a) A business entity in which the official or employee has a direct financial interest of which the official or employee may reasonably be expected to know;

(b) A business entity for which the official, employee, or a qualified relative of the official or employee is an officer, director, trustee, partner, or employee;

(c) A business entity with which the official or employee or, to the knowledge of the official or employee, a qualified relative is negotiating employment or has any arrangement concerning prospective employment.

(d) If the contract reasonably could be expected to result in a conflict between the private interests of the official or employee and the official duties of the official or employee, a business entity that is a party to an existing contract with the official or employee, or which, to the knowledge of the official or employee, is a party to a contract with a qualified relative;

(e) An entity, doing business with the Town of Easton, in which a direct financial interest is owned by another entity in which the official or employee has a direct financial interest, if the official or employee may be reasonably expected to know of both direct financial interests; or

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(f) A business entity that the official or employee knows is a creditor or obligee of the official or employee or a qualified relative of the official or employee with respect to a thing of economic value, and as a creditor or obligee, is in a position to directly and substantially affect the interest of the official or employee or a qualified relative of the official or employee.

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(iii) A person who is disqualified from participating under paragraphs (i) or (ii) of this subsection shall disclose the nature and circumstances of the conflict and may participate or act if the disqualification leaves a body with less than a quorum capable of acting, the disqualified official or employee is required by law to act, or the disqualified official or employee is the only person authorized to act.

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(iv) The prohibitions of paragraphs (i) and (ii) of this subsection do not apply if participation is allowed by regulation or opinion of the Commission.

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(C) Employment and financial interest restrictions.

(i) Except as permitted by regulation of the Commission when the interest is disclosed or when the employment does not create a conflict of interest or appearance of conflict, an official or employee may not:

(a) Be employed by or have a financial interest in any entity subject to the authority of the official or employee or a Town of Easton agency, board, or commission with which the official or employee is affiliated or an entity that is negotiating or has entered a contract with the agency, board, or commission with which the official or employee is affiliated; or

(b) Hold any other employment relationship that would impair the impartiality or independence of judgment of the official or employee.

(ii) This prohibition does not apply to:

(a) An official or employee who is appointed to a regulatory or licensing authority pursuant to a statutory requirement that persons subject to the jurisdiction of the authority be represented in appointments to the authority;

(b) Subject to other provisions of law, a member of a board or commission in regard to a financial interest or employment held at the time of appointment, provided the financial interest or employment is publicly disclosed to the appointing authority and the Commission;

(c) An official or employee whose duties are ministerial, if the private employment or financial interest does not create a conflict of interest or the appearance of a conflict of interest, as permitted and in accordance with regulations adopted by the Commission; or

(d) Employment or financial interests allowed by regulation of the Commission if the employment does not create a conflict of interest or the appearance of a conflict of interest or the financial interest is disclosed.

(D) Post-employment limitations and restrictions.

(i) A former official or employee may not assist or represent any party other than the Town of Easton for compensation in a case, contract, or other specific matter involving the Town of Easton if that matter is one in which the former official or employee significantly participated as an official or employee.

(ii) For a period of one year that begins after the elected official leaves office, a former member of the Town Council may not assist or represent another party for compensation in a matter that is the subject of legislative action.

(iii) A former local lobbyist who becomes a town official or employee may not participate in a case, contract, or other specific matter for one (1) calendar year after terminating their local lobbying registration if they previously assisted or represented another party in the matter.

(E) Contingent compensation. Except in a judicial or quasi-judicial proceeding, an official or employee may not assist or represent a party for contingent compensation in any matter before or involving the Town of Easton.

(F) Use of prestige of office. An official or employee may not intentionally use the prestige of office or public position for the private gain of that official or employee or the private gain of another. This subsection does not prohibit the performance of usual and customary constituent services by an elected local official without additional compensation.

(G) Solicitation and acceptance of gifts.

(i) An official or employee may not solicit any gift from any business entity or person other than a qualifying relative.

(ii) An official or employee may not directly solicit or facilitate the solicitation of a gift, on behalf of another person, from an individual regulated lobbyist.

(iii) An official or employee may not knowingly accept a gift, directly or indirectly, from a person that the official or employee knows or has the reason to know:

(a) Is doing business with or seeking to do business with the Town of Easton office, agency, board or commission with which the official or employee is affiliated;

(b) Has financial interests that may be substantially and materially affected, in a manner distinguishable from the public generally, by the performance or nonperformance of the official duties of the official or employee;

(c) Is engaged in an activity regulated or controlled by the official's or employee's governmental unit;

(d) Is a lobbyist with respect to matters within the jurisdiction of the official or employee;
or

(e) Is an association, or any entity acting on behalf of an association that is engaged only in representing counties or municipal corporations.

(iv) Notwithstanding paragraph (iii) of this subsection, an official or employee may accept the following:

(a) Meals and beverages consumed in the presence of the donor or sponsoring entity;

(b) Ceremonial gifts or awards that have insignificant monetary value;

(c) Unsolicited gifts of nominal value that do not exceed \$20 in cost or trivial items of informational value;

(d) Reasonable expenses for food, travel, lodging, and scheduled entertainment of the official or the employee at a meeting which is given in return for the participation of the official or employee in a panel or speaking engagement at the meeting;

(e) Gifts of tickets or free admission extended to an elected local official to attend a charitable, cultural, or political events, if the purpose of this gift or admission is a courtesy or ceremony extended to the elected official's office;

(f) A specific gift or class of gifts that the Commission exempts from the operation of this subsection upon a finding, in writing, that acceptance of the gift or class of gifts would not be detrimental to the impartial conduct of the business of the *County, City, or Town* and that the gift is purely personal and private in nature;

(g) Gifts from a person related to the official or employee by blood or marriage, or any other individual who is a member of the household of the official or employee; or

(h) Honoraria for speaking to or participating in a meeting, provided that the offering of the honorarium is in not related in any way to the official's or employee's official position.

(v) Paragraph (iv) does not apply to a gift:

(a) That would tend to impair the impartiality and the independence of judgment of the official or employee receiving the gift;

(b) Of significant value that would give the appearance of impairing the impartiality and independence of judgment of the official or employee; or

(c) Of significant value that the recipient official or employee believes or has reason to believe is designed to impair the impartiality and independence of judgment of the official or employee.

(H) Disclosure of confidential information: Other than in the discharge of official duties, an official or employee or former official or employee may not disclose or use confidential information, that the official or employee acquired by reason of the official's or employee's public position or former public position and that is not available to the public, for the economic benefit of the official or employee or that of another person.

(I) Participation in procurement.

(i) An individual or a person that employs an individual who assists a Town of Easton agency in the drafting of specifications, an invitation for bids, or a request for proposals for a procurement, may not submit a bid or proposal for that procurement, or assist or represent another person, directly or indirectly, who is submitting a bid or proposal for the procurement.

(ii) The Commission may establish exemptions from the requirements of this section for providing descriptive literature, sole source procurements, and written comments solicited by the procuring agency.

(J) An official or employee may not retaliate against any individual for reporting or participating in an investigation of a potential violation of these ethics provisions.

(Ordinance 590 effective 10/7/2013, historical reference 103, 107 and 453)

Section 2-218-5. Financial disclosure – Local Elected Officials and Candidates to be Local Elected Officials.

(A) This Section shall apply to all local elected officials and candidates to be local elected officials.

(B) Except as provided in subsection (D) of this section, a local elected official or a candidate to be a local elected official shall file the financial disclosure statement required under this section on a form provided by the Commission, under oath or affirmation, and with the Commission.

(C) Deadlines for filing statements.

(i) An incumbent local elected official shall file a financial disclosure statement annually no later than April 30th of each year for the preceding calendar year.

(ii) An individual who is appointed to fill a vacancy in an office for which a financial disclosure statement is required and who has not already filed a financial disclosure statement, shall file a statement for the preceding calendar year within 30 days after appointment.

(iii) An individual who, other than by reasons of death, leaves an office for which a statement is required shall file a statement within 60 days after leaving the office. The statement shall cover the calendar year immediately preceding the year in which the individual left office, unless a statement covering that year has already been filed by the individual, and the portion of the current calendar year during which the individual held the office.

(D) Candidates to be local elected officials.

(i) Except an official who has filed a financial disclosure statement under another provision of this section for the reporting period, a candidate to be an elected local official shall file a financial disclosure statement each year beginning with the year in which the certificate of candidacy is filed through the year of the election.

(ii) A candidate to be an elected local official shall file a statement required under this section

(a) In the year the certificate of candidacy is filed, no later than the filing of the certificate of candidacy;

(b) In the year of the election, on or before the earlier of April 30 or the last day for the withdrawal of candidacy; and

(c) In all other years for which a statement is required, on or before April 30.

(iii) If a candidate fails to file a statement required by this section after written notice is provided by the Town of Easton Clerk or Board of Election Supervisors at least eight (8) days before the last day for the withdrawal of candidacy, the candidate is deemed to have withdrawn the candidacy.

(iv) The Town of Easton Clerk or Board of Election Supervisors may not accept any certificate of candidacy unless a statement has been filed in proper form.

(v) Within 30 days of the receipt of a statement required under this section, the Town of Easton Clerk or Board of Election Supervisors shall forward the statement to the Commission or the office designated by the Commission.

(E) Public record.

(i) The Commission or office designated by the Commission shall maintain all financial disclosure statements filed under this section.

(ii) Financial disclosure statements shall be made available during normal office hours for examination and copying by the public subject to reasonable fees and administrative procedures established by the Commission.

(iii) If an individual examines or copies a financial disclosure statement, the Commission or the office designated by the Commission shall record the name and home address of the individual reviewing or copying the statement, and the name of the person whose financial disclosure statement was examined or copied.

(iv) Upon request by the official or employee whose financial disclosure statement was examined or copied, the Commission or the office designated by the Commission shall provide the official with a copy of the name and home address of the person who reviewed the official's financial disclosure statement.

(v) For statements filed after January 1, 2019, the Commission or the office designated by the Commission may not provide access to an individual's home address that the individual has designated as the individual's home address.

(vi) The Commission of the office designated by the Commission shall not provide public access to information related to consideration received from:

(a) The University of Maryland Medical System;

(b) A governmental entity of the State or a local government in the State; or

(c) A quasi-governmental entity of the State or local government in the State.

(F) Retention requirements. The Commission or the office designated by the Commission shall retain financial disclosure statements for four years from the date of receipt.

(G) An individual who is required to disclose the name of a business under this section shall disclose any other names that the business is trading as or doing business as.

(H) Contents of statement.

(i) Interests in real property. A statement filed under this section shall include a schedule of all interests in real property wherever located, and for each interest in real property, the schedule shall include:

(a) The nature of the property and the location by street address, mailing address, or legal description of the property;

(b) The nature and extent of the interest held, including any conditions and encumbrances on the interest;

(c) The date when, the manner in which, and the identity of the person from whom the interest was acquired;

(d) The nature and amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired;

(e) If any interest was transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest, and the identity of the person to whom the interest was transferred; and

(f) The identity of any other person with an interest in the property.

(ii) Interests in corporations and partnerships. A statement filed under this section shall include a schedule of all interests in any corporation, partnership, limited liability partnership, or limited liability company, regardless of whether the corporation or partnership does business with the Town of Easton, and for each interest reported under this paragraph, the schedule shall include:

(a) The name and address of the principal office of the corporation, partnership, limited liability partnership, or limited liability company;

(b) The nature and amount of the interest held, including any conditions and encumbrances on the interest. An individual may satisfy the requirement to report the amount of the interest held by reporting, instead of a dollar amount: for an equity interest in a corporation, the number of shares held and, unless the corporation's stock is publicly traded, the percentage of equity interest held; or for an equity interest in a partnership, the percentage of equity interest held.

(c) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest and, if known, the identity of the person to whom the interest was transferred; and

(d) With respect to any interest acquired during the reporting period, the date when, the manner in which, and the identity of the person from whom the interest was acquired, and the nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.

(iii) Interests in business entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all interests in any business entity that does business with the Town of Easton, other than interests reported under paragraph (ii) of this subsection, and for each interest reported under this paragraph, the schedule shall include:

(a) The name and address of the principal office of the business entity;

(b) The nature and amount of the interest held, including any conditions to and encumbrances in the interest;

(c) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received in exchange for the interest and, if known, the identity of the person to whom the interest was transferred; and

(d) With respect to any interest acquired during the reporting period, the date when, the manner in which, and the identity of the person from whom the interest was acquired, and the nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.

(iv) Gifts.

(a) A statement filed under this section shall include a schedule of each gift in excess of \$20 in value or a series of gifts totaling \$100 or more received during the reporting period from or on behalf of, directly or indirectly, any one person who does business with or is regulated by the Town of Easton, or from an association, or any entity on behalf of an association that is engaged only in representing counties or municipal corporations, and

(b) For each gift reported, the schedule shall include:

(1) A description of the nature and value of the gift; and

(2) The identity of the person from whom, or on behalf of whom, directly or indirectly, the gift was received.

(v) Employment with or interests in entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all offices, directorships, and salaried employment by the individual or member of the immediate family of the individual held at any time during the reporting period with entities doing business with the Town of Easton, and for each position reported under this paragraph, the schedule shall include:

(a) The name and address of the principal office of the business entity;

(b) The title and nature of the office, directorship, or salaried employment held and the date it commenced; and

(c) The name of each Town of Easton agency with which the entity is involved.

(vi) Indebtedness to entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all liabilities, excluding retail credit accounts, to persons doing business with the Town of Easton owed at any time during the reporting period by the individual or by a member of the immediate family of the individual if the individual

was involved in the transaction giving rise to the liability, and for each liability reported under this paragraph, the schedule shall include:

(a) The identity of the person to whom the liability was owed and the date the liability was incurred;

(b) The amount of the liability owed as of the end of the reporting period;

(c) The terms of payment of the liability and the extent to which the principal amount of the liability was increased or reduced during the year; and (d) The security given, if any, for the liability.

(vii) A statement filed under this section shall include a schedule of the immediate family members of the individual employed by the Town of Easton in any capacity at any time during the reporting period.

(viii) Sources of earned income. A statement filed under this section shall include a schedule of the name and address of each place of employment and of each business entity of which the individual or a member of the individual's immediate family was a sole or partial owner and from which the individual or member of the individual's immediate family received earned income, at any time during the reporting period. If the individual's spouse is a lobbyist regulated by the Town, the individual shall disclose the entity that has engaged the spouse for the lobbying purposes. A minor child's employment or business ownership need not be disclosed if the agency that employs the individual does not regulate, exercise authority over, or contract with the place of employment or business entity of the minor child.

(ix) Relationship with University of Maryland Medical System, State or Local Government, or Quasi-Government Entity.

(a) An individual shall disclose the information specified in General Provisions Article §5-607(j)(1), Annotated Code of Maryland, for any financial or contractual relationship with: An individual shall disclose the information specified in General Provisions Article §5-607(j)(1), Annotated Code of Maryland, for any financial or contractual relationship with:

(1) The University of Maryland Medical System;

(2) A governmental entity of the State or a local government in the State; or

(3) A quasi-governmental entity of the State or local government in the State.

(b) For each financial or contractual relationship reported, the schedule shall include:

(1) A description of the relationship;

(2) The subject matter of the relationship; and

(3) The consideration.

(x) A statement filed under this section may also include a schedule of additional interests or information that the individual making the statement wishes to disclose.

(xi) For the purposes of Paragraphs (i), (ii) and (iii) of this subsection, the following interests are considered to be the interests of the individual making the statement:

(a) An interest held by a member of the individual's immediate family, if the interest was, at any time during the reporting period, directly or indirectly controlled by the individual.

(b) An interest held, at any time during the applicable period by:

(1) A business entity in which the individual held a 10% or greater interest.

(2) A business entity described in section (i) of this subsection in which the business entity held a 25% or greater interest;

(3) A business entity described in section (ii) of this subsection in which the business entity held a 50% or greater interest; and

(4) A business entity in which the individual directly or indirectly, through an interest in one or a combination of other business entities, holds a 10% or greater interest

(c) An interest held by a trust or an estate in which, at any time during the reporting period the individual held a reversionary interest or was a beneficiary, or if a revocable trust, the individual was a settlor.

(I) The Commission shall review the financial disclosure statements submitted under this section for compliance with the provisions of this section and shall notify an individual submitting the statement of any omissions or deficiencies. In addition, the Commission may take appropriate enforcement action to ensure compliance with this section. (Ordinance 590 effective 10/7/2013, historical reference 103, 107 and 453)

Section 2-228-6. Ethics disclosure statement – Employees and Appointed Officials.

(A) All officials appointed to Town boards and commissions and all employees are subject to this Section.

(B) A statement filed under this section shall be filed with the Commission under oath or affirmation.

(C) On or before April 30 of each year during which an official or employee holds office, an official or employee shall file a statement disclosing gifts received during the preceding calendar

year from any person that contracts with or is regulated by the Town of Easton including the name of the donor of the gift and the approximate retail value at the time of receipt.

(D) The ethics disclosure statement required by (C) above shall also include a section for an official or employee to disclose employment and interests that raise conflicts of interest or potential conflicts of interest in connection with a specific proposed action by the employee or official. Inclusion of conflicts of interest on the annual ethics disclosure shall not replace an employee's or appointed official's obligation to disclose conflicts of interest or potential conflicts of interest at other times sufficiently in advance of the action to provide adequate disclosure to the public.

(E) The Commission shall maintain all disclosure statements filed under this section as public records available for public inspection and copying as provided in Sec. 2-20 of this chapter. (Ordinance 590 and 662 effective 10/7/2013 and 8/10/2015)

Section 2-238-7. Lobbying Disclosure.

(A) Any person who personally appears before any Town official, Board or employee, with the intent to influence that person in performance with his or her official duties, and in connection with such intent, expends or reasonably expects to expend in a given calendar year, in excess of \$250 on food, entertainment or other gifts for such officials, shall file a registration statement with the Commission not later than January 15 of the calendar year or within five days after making these appearances.

(B) The registration statement shall include complete identification of the registrant and of any other person on whose behalf the registrant acts, and the subject matter on which the registrant proposes to make these appearances.

(C) Registrants under this Section shall file a report within 30 days after the end of any calendar year during which they were registered, disclosing the value, date and nature of any food, entertainment or other gift provided to a Town official or Town employee. When a gift or series of gifts to a single official or employee exceeds \$50 in value, the official or employee shall also be identified.

(D) The registrations and reports filed pursuant to this Section shall be maintained by the Commission as public records available for public inspection and copying. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 2-248-8. Exemptions and modifications.

The Commission may grant exemptions and modifications to the provisions of Sec. 2-19 and Sec. 2-21 of this Article as they relate to employees and to appointed members of Town of Easton Boards and Commissions, if it determines that the application of those provisions would:

(A) Constitute an unreasonable invasion of privacy;

(B) Significantly reduce the availability of qualified persons for public service; and

(C) Not be required to preserve the purposes of this Article. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 2-258-9. Enforcement.

(A) The Commission may:

(i) Assess a late fee of \$2 per day up to a maximum of \$250 for a failure to timely file a financial disclosure statement required under Sections 2-21 or 2-22 of this Article;

(ii) Assess a late fee of \$10 per day up to a maximum of \$250 for a failure to file a timely lobbyist registration or lobbyist report required under Section 2-23 of this Article; and

(iii) Issue a cease and desist order against any person found to be in violation of this Article.

(B) Upon a finding of a violation of any provision of this article, the Commission may:

(i) Issue an order of compliance directing the respondent to cease and desist from the violation;

(ii) Issue a reprimand; or

(iii) Recommend to the appropriate authority other appropriate discipline of the respondent, including censure or removal if that discipline is authorized by law.

(C) If the Commission finds that a respondent has violated Section 2-22 of this Article, the Commission may:

(i) Require a respondent who is a registered lobbyist to file any additional reports or information that reasonably related to the information that is required under Section 2-23 of this Article;

(ii) Impose a fine not exceeding \$5,000 for each violation; and

(iii) Suspend the registration of an individual lobbyist if the Commission finds that the lobbyist knowingly and willfully violated Section 2-22 of this Article or has been convicted of a criminal offense arising from lobbying activities.

(D) Upon request by the Commission, the Town Attorney may file a petition for injunctive relief in the Circuit Court for Talbot County. The Court may:

(i) Issue an order to cease and desist from the violation;

(ii) Except as provided in (iv) of this paragraph, void an official action taken by an official or employee with a conflict of interest prohibited by this chapter when the action arises from or concerns the subject matter of the conflict and if the legal action is brought within 90 days of the occurrence of the official action, if the court deems voiding the action to be in the best interest of the public; or

(iii) Impose a fine of up to \$5,000.00 for any violation of the provisions of this Article, with each day upon which the violation occurs constituting a separate offense.

(iv) A court may not void any official action appropriating public funds, levying taxes, or providing for the issuance of bonds, notes or other evidences of public obligations.

(E) In addition to any other enforcement provisions in this chapter, a person who the Commission or a court finds has violated this Article: (i) Is subject to termination or other disciplinary action; and (ii) May be suspended from receiving payment of salary or other compensation pending full compliance with the terms of an order of the Commission or a court.

(F) A Town official or employee found to have violated this Article may be subject to disciplinary or other appropriate personnel action, including removal from office, disciplinary action, suspension of salary, or other sanction.

(G) Violation of Sec. 2-23 of this Article shall be a misdemeanor subject to a fine of up to \$10,000.00 or imprisonment of up to one year. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

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CHAPTER 1 GENERAL PROVISIONS

- § 1-1. How Code Designated and Cited.
- § 1-2. Rules of Construction and Definitions.
- § 1-3. Reference to Chapters, Articles, Divisions, or Sections; Conflicting Ordinances.
- § 1-4. Headings of sections.
- § 1-5. Repeal of Ordinances.
- § 1-6. Effect of Repeal of Ordinances.
- § 1-7. Severability of Parts of Code.
- § 1-8. General Penalty; Continuing Violations; Civil Penalties for Municipal Infractions.
- § 1-9. Provisions as Continuation of Existing Ordinances.
- § 1-10. Authority of Code.
- § 1-11. Effect of Code on Sanctions and Enforcement Proceedings.
- § 1-12. Exemption from County Legislation.
- § 1-13. Altering or Tampering with Code.

Section 1-1. How Code Designated and Cited.

The ordinances embraced in this and the following chapters shall constitute and be designated as "The Code of the Town of Easton" and may be cited as so. Such ordinances may also be cited as "Easton Town Code" or "Code". (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-2. Rules of Construction and Definitions.

In the construction of this The Easton Town Code, and of all ordinances and resolutions of the Town, the following rules shall be observed, unless such construction would be inconsistent with the manifest intent of the Council or the context clearly requires otherwise.

Computation of time. The time within which an act is to be done shall be computed by excluding the first and including the last day; and if the last day is a Sunday or a legal holiday, that day shall be excluded.

Council. Whenever, the words "Council" or "Town Council" or "governing body" are used, they shall be construed to mean "the Town Council of the Town of Easton."

County. The words "the County" or "this County" shall refer to Talbot County, Maryland.

Gender. A word importing the masculine gender only shall extend and be applied to females and to firms, partnerships and corporations as well as to males.

Interpretation. In the interpretation and application of any of the provisions of this Code, such provisions shall be deemed to be the minimum requirement necessary for the public health, safety, comfort, convenience and general welfare. Where any specific provision of the Code imposes greater restrictions upon the subject matter than the

general provisions imposed by the Code, the provision imposing the greater restriction or regulation shall be deemed to be controlling.

Month. The word "month" shall mean a calendar month.

Number. Words used in the singular include the plural and the plural includes the singular number.

Nontechnical and technical words. Words and phrases shall be construed according to the common and approved usage of the language; but technical words and phrases and such others as may have acquired a peculiar and appropriate meaning in law shall be construed and understood according to such meaning.

Oath. The word "oath" shall be construed to include an affirmation or declaration in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases the words "swear" and "sworn" shall be equivalent to the words "affirm" and "affirmed."

Owner. The word "owner", applied to a building or land, shall include any part owner, joint owner, tenant in common, tenant in partnership, or joint tenant or tenant by the entirety, of the whole or a part of such building or land.

Person. The word "person" shall include a corporation, company, partnership, association or society as well as a natural person.

Preceding, following. The words "preceding" and "following" shall mean next before and next after, respectively.

Property. The word "property" shall include real and personal property.

Shall, may. The word "shall" is mandatory and the word "may" is permissive.

Sidewalk. The word "sidewalk" shall mean that portion of a street between the curb line and the adjacent property.

Signature. The word "signature" includes a mark when the person cannot write.

State. The words "the State" or "this State" shall be construed to mean the State of Maryland.

Street. The word "street" shall include any public ways, roads, highways, avenues, alleys and lanes within the town.

Tenant, occupant. The words "tenant" and "occupant", applied to a building or land, shall include any person who occupies the whole or a part of such building or land, whether alone or with others.

Time. Words used in the past, or present tense include the future as well as the past and present.

Town. The words "the Town" or "this Town" shall mean the Town of Easton, in the County of Talbot and State of Maryland.

Writing. The word "writing" shall include any representation of words, letters or figures, whether by printing or otherwise.

Year. The word "year" shall mean a calendar year.

(Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-3. Reference to Chapters, Articles, Divisions or Sections; Conflicting Ordinances.

In addition to the rules of construction specified in Section 1-2, the following rules shall be observed in the construction of these ordinances: All references to chapters, articles, and sections are to the chapters, articles, and sections of this Code unless otherwise specified. If the provisions of different chapters of this Code conflict with or contradict each other, the provisions of each chapter shall prevail as to all matters and questions growing out of the subject matter of such chapter. If conflicting provisions are found in different sections of the same chapter, the provisions the provision which is most restrictive shall prevail unless such construction is inconsistent with the meaning of such chapter. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-4. Headings of sections

The headings of the several sections of this Code printed in boldface type are intended as mere catchwords to indicate the contents of the sections and shall not be deemed or taken to be titles of such sections, nor as any part of the sections, nor, unless expressly so provided, shall they be deemed when any of such sections, including headings are amended or re-enacted. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-5. Repeal of Ordinances

All ordinances or portions of ordinances in conflict with the provisions of this Code are hereby repealed. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-6. Effect of Repeal of Ordinances.

The repeal of an ordinance shall not revive any ordinances in force before or at the time the ordinance repealed took effect. The repeal of an ordinance shall not affect any punishment or penalty or liability incurred before the repeal took effect, nor any suit, prosecution or proceeding pending at the time of the repeal, for an offense committed or liability incurred under the ordinance repealed. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-7. Severability of Parts of Code.

It is hereby declared to be the intention of the Council that the sections, paragraphs, sentences, clauses and words of this Code are severable, and if any word, clause, sentence paragraph or section of this Code shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the paragraphs and sections of this Code, since the same would have been enacted by the Council without the incorporation in this Code of any such unconstitutional or otherwise invalid word, clause, sentence, paragraph or section. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-8. General Penalty; Continuing Violations; Civil Penalties for Municipal Infractions.

(A) Except as provided in subsection (B) hereof, whenever in this Code or in any ordinance of the Town any act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in such Code or ordinance the doing of any act required or the failure to do such an act is declared to be unlawful, the violation of any such provision of this Code or any ordinance shall be punished by a fine not exceeding Five Thousand Dollars (\$5,000) or by imprisonment in the County jail for not more than six (6) months, or by both such fine and imprisonment in the discretion of the court. Each day any violation of this Code or of any ordinance shall continue shall constitute a separate offense. If State law provides for a higher allowable penalty for a violation, then the higher penalty provided by State law shall govern. (Ordinance 139 effective 6/30/1987, historical reference 519 aka E-34, 137)

Commented [SV1]: This has been updated for what is allowed under state law

(B) Any violations of the chapters of the Easton Code, designated as municipal infractions, which are civil obligations imposed for a violation or breach of the chapter referred to, shall have a penalty for the first infraction of up to one thousand dollars (\$1000.00) and a levy of up to five thousand dollars (\$5,000.00) for any subsequent infraction. Each day that any violation shall continue shall constitute a separate offense. If State law provides for a higher allowable penalty for a violation, then the higher penalty provided by State law shall govern. (Ordinance 363 effective 12/7/1997, historical reference 83, 137, 139)

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(C) The Town may adopt a schedule of fines by resolution to more specifically provide for maximum fines for specific violations.

Section 1-9. Provisions as Continuation of Existing Ordinances.

The provisions appearing in this Code, so far as they are the same as those ordinances existing at the effective date of this Code, shall be considered as continuations thereof and not as new enactments. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-10. Authority of Code.

This Code is a revision and codification of the general regulatory ordinances of the Town of Easton which have been enacted and published in accordance with the provisions of the laws of Maryland and which have not been repealed, and is done by virtue of authority granted in Local

Government Article § 5-205(c)(4) of the Annotated Code of Maryland. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 1-11. Effect of Code on Sanctions and Enforcement Proceedings.

Adoption of an act shall not release, extinguish, alter, modify, or change, in whole or in part, any sanctions for Code violations available to the Town which have accrued or been issued, incurred, imposed, or declared under the Code, unless the act shall expressly so provide. Any such Code chapter, section, or part thereof affected by an act shall be treated and held as still remaining in force for the purpose of: imposing any sanctions or filing or pursuing any enforcement action for violations occurring prior to adoption of the act; and reviewing or sustaining any decision, judgment, decree, or order that has been or may be rendered, entered, or made in such enforcement action. Enforcement actions filed after adoption of an act based on violations occurring before adoption of the act shall be prosecuted and proceed to final decision, determination, and judgment, including all stages of any appeal, applying the Code in effect as if the act had not been adopted.

Section 1-12. Exemption from County Legislation.

Pursuant to the authority granted by Local Government Article § 4-111 of the Annotated Code of Maryland, unless otherwise provided in this Code, the Town exempts itself from all legislation heretofore or hereafter enacted by the County, relating to any subject upon which the Town has heretofore or is hereafter granted legislative authority either by public general law or by the Charter of the Town.

Section 1-13. Altering or Tampering with Code.

It shall be unlawful for anyone to alter or tamper with such code in any manner whatsoever which will cause the law of the Town of Easton to be misrepresented thereby. Any violation of this section shall be punishable as a misdemeanor.

CHAPTER 2 ADMINISTRATION

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§ 2-42. Administrative Search Warrants: Right of Entry

Article I. Town Officials and Employees

Section 2-1. Salaries of Appointed Officials and Regular Employees.

The salaries of all appointed officials and regular employees shall be established each year prior to the adoption of the annual tax levy and shall be itemized in the annual budget. (Ordinance 1, effective 1/1/1941)

Section 2-1.1. Salaries of Council Members, President of Council

(A) On and after the third Monday in May, 1999, the salaries of all Council Members of the Town of Easton shall be Five Thousand Dollars (\$5,000) per year, and the salary of the President of the Council shall be Six Thousand Dollars (\$6,000) per year. (Ordinance 389 effective 5/10/1999, historical reference 62, 99, 246)

(B) Notwithstanding subsection (A) above, the salary specified at the time that any Council Member or President of the Council takes office shall not be changed during the period for which that Council Member or President of Council was elected, as required by Article II, Sections 2 and 15 of the Town Charter.

Section 2-1.2. Salary of Mayor

(A) On and after the third Monday in May 1999, the salary of the Mayor of the Town of Easton shall be Eight Thousand, Five Hundred Dollars (\$8,500) per year. (Ordinance 388 effective 5/10/1999, historical reference 63, 98, 247)

(B) Notwithstanding subsection (A) above, no change shall be made in the salary for any Mayor during the term for which he or she was elected, as required by Article III, Section 3 of the Town Charter.

Section 2-2. Employment of Extra Labor.

Extra labor shall be employed by the Town, if and as needed, in conformity to existing labor rates. (Ordinance 1, effective 1/1/1941)

Article II. Board, Commissions, Committees, and Task Forces, in General

Section 2-3. Committees and Task Forces.

In addition to the Boards and Commissions set forth herein, the Mayor and/or the Town Council may appoint such committees or task forces as they deem necessary and beneficial. Committees and Task Forces shall be advisory only. The terms, tasks, and duties of the committee or task force shall be established by the Mayor and/or the Town Council.

Section 2-4. Removal.

In addition to the justification provided elsewhere in the Town Code, a Commission or Board Member, Committee Member, or Task Force Member may be removed for cause by the Mayor with the advice and consent of the Town Council. For the purpose of this section, "for cause" shall mean:

(A) A determination that the best interest of the Town of Easton would not be served by continued membership;

(B) Absence from at least three scheduled meetings in any twelve-month period without an excused absence; or

(C) Conviction of or receipt of probation before judgment for a felony or misdemeanor for which a sentence of one year or more could have been imposed.

Article II. Police Board

Section 2-5. Police Board - Composition

The five members of the Town Council shall serve as the Town of Easton Police Board. (Ordinance 462 effective 1/26/2004, historical reference 2 & 358)

Section 2-6. Same - Meetings

The Police Board shall meet regularly at such time or times as the majority of the Police Board shall designate. The meetings shall be held in the Town Council meeting room or at such other location as the Police Board may designate. The meetings shall be open to the public. Closed Sessions shall be permitted as necessary and in accordance with law. (Ordinance 769 effective 11/21/2021, historical reference 2, 462)

Section 2-7. Same - Powers and Duties

The Police Board shall hear and consult with the Chief of Police regarding the police department's building, equipment, and other budgetary needs, as well as receive input from citizens regarding the police department. In addition, the Police Board may consider such other matters as a Board member considers appropriate. (Ordinance 462 effective 1/26/2004, historical reference 2)

Section 2-8. Same Procedure.

The Police Board may adopt such regulations or rules for its organization and procedure as it deems necessary for carrying out its duties, including designating a chair person and establishing guidelines for public participation. (Ordinance 462 effective 1/26/2004, historical reference 2.)

Section 2-9 Oath of Office for Police Officer.

Before any person appointed shall be vested with the power and authority of police officer, he or she shall take the oath of office required by the Charter of Easton, and shall evidence his or her willingness to conform to all regulations of the police department of the Town and to obey all lawful orders and instructions given him or her by the Mayor, the Chief of Police, and any other properly constituted police authority of the Town. (Ordinance 769 effective 11/21/2021, historical reference 2, 462)

Article III. Fire Board

Section 2-10. Fire Board - Composition

The five members of the Town Council shall serve as the Town of Easton Fire Board (Ordinance 463 effective 1/26/2004, historical reference 4 & 358)

Section 2-11. Same - Meetings.

The Fire Board shall meet quarterly during the Town Council meeting or at such other time or times as the majority of the Fire Board shall designate. The meetings shall be held in the Town Council meeting room or at such other location as the Fire Board may designate. The meeting shall be open to the public. Closed Sessions shall be permitted as necessary and in accordance with law. The Fire Board may adopt such regulations or rules for its organization and procedure as it deems necessary for carrying out its duties including designating a chair person and establishing guidelines for public participation (Ordinance 463 effective 1/26/2004, historical reference 4)

Section 2-12. Same - Duties.

The Fire Board shall consult with the Easton Volunteer Fire Department regarding the use, condition, care, operation, repair, and replacement of Fire Station 60, Fire Station 66, and the firefighting equipment belonging to the Town. (Ordinance 463 effective 1/26/2004, historical reference 4)

Section 2-13. Same - Custody of Buildings and Equipment.

Except as otherwise provided in a lease or memorandum of understanding, all the firefighting equipment, and the buildings housing same belonging to the Town, are placed in the custody of the Board of Trustees of the Easton Volunteer Fire Department, Inc., to be operated by the said Trustees, and, in the case of the firefighting equipment, under the direction of the Fire Chief, as provided by the by-laws of the said Easton Volunteer Fire Department, Inc. The custody of the firefighting equipment and the building belonging to the Town, shall be retained by the Trustees of the Easton Volunteer Fire Department, Inc., contingent upon the election by the said Department annually of a Fire Chief subject to approval by the Town Council of the person elected Fire Chief. (Ordinance 463 effective 1/26/2004, historical reference 4)

Article V. Park Board

Section 2-14. Director of Parks and Recreation

There shall be a Director of Parks and Recreation of the Town, who shall be compensated as provided in the annual Town budgets. The Director of Parks and Recreation shall perform such duties as the Town Manager may direct. (Ordinance 496 effective 3/12/2006, historical reference 296, 300)

Section 2-15. Establishment of Parks and Recreation Advisory Board.

There shall be a municipal Parks and Recreation Advisory Board which shall have the powers and duties as set forth in this Article. (Ordinance 496 effective 3/12/2006, historical reference 296, 297, 300)

Section 2-16. Appointment and Term of Members; Vacancies.

The members of the Parks and Recreation Advisory Board shall consist of five adult residents of the Town who shall be appointed by the Mayor, subject to the approval of the Council for the term of three years and until their successors are appointed and qualified. In the event of a vacancy on the Board, the Mayor, subject to the approval of the Council, shall appoint a qualified replacement to serve the remainder of the term. The Mayor, subject to the approval of the Council, may appoint one (1) alternate member for the Easton Parks and Recreation Advisory Board, who shall be empowered to sit with the Board in the absence of any member of the Board. (Ordinance 773 effective 1/9/2022, historical reference 496, 296)

Section 2-17. Compensation

Member of the Parks and Recreation Advisory Board shall serve without compensation. (Ordinance 496 effective 3/12/2006, historical reference 296, 300, 328)

Section 2-18. Duties and Functions.

The Parks and Recreation Advisory Board shall have the following duties and functions:

(A) At the direction of the Director of Parks and Recreation, the Board shall assess the recreation needs and resources of the Town and may coordinate with community organizations to promote recreational opportunities for the public. It shall make recommendations to the Director, Town Manager, Mayor and Town Council regarding the staffing, finance, maintenance, and operation of recreational facilities and programs in or near the Town. The Board shall meet as needed, but not less than quarterly. All meetings shall be open to the public unless applicable Maryland law permits an executive or closed session. The Board shall report on its activities annually and at such other times as requested by the Mayor or Town Council.

(B) The Parks and Recreation Advisory Board shall adopt rules and regulations of the use of Town parks and recreation facilities, which rules and regulations shall be subject to review and approval by the Mayor and Town Council.

(C) The Parks and Recreation Advisory Board shall select one its members to serve as the Town's representative on the Talbot County Parks and Recreation Advisory Board, which selection shall be approved by the Mayor.

(D) The Parks and Recreation Advisory Board shall exercise such other duties as the Mayor may direct from time to time.

(Ordinance 496 effective 3/12/2006, historical reference 296, 300, 328)

Section 2-19. Annual Plan; Approval

In collaboration with the Director of Parks and Recreation, the Board shall annually prepare and submit to the Mayor and Town Council on or before November 1st, an Annual Plan that sets forth recommendations concerning public recreation policies, plans, and programs, and identifies proposed park land acquisitions, major equipment purchases, capital improvements, and projects suitable for funding through federal, state, or local grant or loan programs. The Annual Plan shall be subject to review, amendment, and approval by the Town Council. Unless and until approved by the Town Council:

(A) no applications or pre-applications process with any government agency for any park project shall be commenced by the Town, or its officers, agents or employees; and

(B) no report or recommendation regarding anticipated projects shall be submitted to the Talbot County Parks and Recreation Advisory Board or similar agency.

(Ordinance 328, effective 11/15/1995)

Article VI. Planning and Zoning Commission.

Section 2-20. Planning and Zoning Commission.

The creation, composition, power and duties for the Planning and Zoning Commission shall be as set forth in Section 28-1302 of the Town Code or corresponding future provision thereof.

Article VII. Board of Zoning Appeals.

Section 2-21. Board of Zoning Appeals.

The membership and terms for the Board of Zoning Appeals shall be as set forth in Section 28-1303 of the Town Code or corresponding future provision thereof.

Article VIII. Historic District Commission

Section 2-22. Historic District Commission.

The membership, qualification, and terms for the Historic District Commission shall be as set forth in Section 28-601 of the Town Code or corresponding future provision thereof.

Article IX. Tree Board

Section 2-23. Establishment

The Tree Board for the Town of Easton is hereby established. The Tree Board shall consist of three to five volunteers appointed by the Mayor, subject to the approval of the Council.

(Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Section 2-24. Compensation.

The Tree Board shall serve without compensation. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Section 2-25. Powers and Duties.

The Tree Board is an advisory Board that shall assist the Town Engineer and the Department of Public Works in the development and maintenance of a comprehensive tree management program. The Tree Board shall report directly to the Town Engineer or his or her designee, and shall have such responsibilities and duties as the Town Engineer shall assign to the Board. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Section 2-26. Residency.

The Tree Board members need not be residents of the Town of Easton if he or she has expertise and experience that will assist the Town Engineer and Department of Public Works in establishing or maintaining a tree management program. (Ordinance 443 and 623 effective 5/26/2002 and 6/24/2013)

Article X. Easton Affordable Housing Board.

Section 2-27. Easton Affordable Housing Board.

The membership, terms, and duties of the Easton Affordable Housing Board shall be as set forth in Section 13-5 of the Town Code, or corresponding future provision thereof.

Article XI. Ethics Commission

Section 2-28. Ethics Commission

The membership, terms and responsibilities for the Ethics Commission shall be as set forth in Section 8-3 of the Town Code or corresponding future provision thereof.

Article XII. Code Enforcement Board of Appeals.

Section 2-29. Code Enforcement Board of Appeals.

The membership, term, and procedure for the Code Enforcement Board of Appeals shall be as set forth in Section 2-31.2 of the Town Code or corresponding future provision thereof.

Article XIII. Purchasing

Section 2-30. Procurement Policy

(A) General Procurement Provisions: Except as otherwise provided in this Section, the following provisions shall apply to all contracts for the procurement of supplies, materials, equipment, construction of public improvements, or contractual services entered into by the

Town after the effective date of this Section. A contract may not be subdivided to avoid the requirements of this Section.

(i) Under \$10,000. Expenditures, including petty cash, involving less than \$10,000 shall be made by either the Mayor, Town Manager, Town Finance Officer, or the Town's various department heads, provided that the procurement is for a budgeted item. Such purchase may be made without soliciting competitive quotations as long as the authorized person determines the price to be reasonable. The intent of this section is to prevent delays and loss and not as a substitute for advance planning of needs. This section is not to be abused by unwarranted favoritism of one supplier or by division of one purchase into several small purchases.

(ii) Between \$10,000 and \$50,000. Expenditures involving \$10,000 or more, but less than \$50,000 shall be made by either the Mayor, Town Manager or Town Finance Officer provided that the procurement is for a budgeted item. To the extent practical, the Town shall receive a quotation from at least three sources. Special circumstances that could fall under emergency purchase or sole source guidelines may necessitate less than three quotes.

(iii) \$50,000 and above. Expenditure involving \$50,000 and above shall be advertised for sealed bids for written contracts pursuant to the provisions set forth below.

(iv) Council approval shall be required for all unbudgeted expenditures of any amount and all expenditures which exceed budgeted funds.

(B) Public Bidding Requirements: All expenditures that are required to be advertised for sealed bids for written contracts shall be subject to the following provisions:

(i) The Town shall advertise for bids in a forum and in a form approved by the Town Manager.

(ii) The bids shall be opened in public.

(iii) The Town shall award the bid to the lowest responsible and responsive bidder. In determining the lowest responsible and responsive bidder, in addition to considering price, the Town Council shall consider:

(a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;

(b) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the services.

(c) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;

- (d) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (e) The quality of performance of previous contracts or services of the bidder;
- (f) The previous and current compliance by the bidder with laws and ordinances relating to the contract or service;
- (g) Whether the bidder is in arrears to the Town on any debt or contract, is in default on any surety to the Town, or is delinquent as to any taxes or assessments; and
- (h) Any other information that may have a bearing on the decision to award the contract.

(iv) The Town may re-advertise for new bids.

(v) The Town may accept and reject any and all bids or part thereof and may waive technical defects or irregularities.

(vi) The Town may accept the bid which represents the best value to the Town and acceptance of which is in the best interest of the Town.

(vii) The Town may require successful bidders to furnish security conditioned upon the faithful performance of their contract and conditioned upon the payment of the wages and compensation of all laborers employed on work for which a contract is made by the contractor, or subcontractor.

(C) Exceptions to Requirement for Public Bidding: The Town shall not be required to use competitive bidding in the following instances, regardless of the amount in question:

- (i) The occurrence of an emergency, which is hereby defined to mean a situation which has suddenly and unexpectedly arisen and which requires immediate action in the public interest;
- (ii) Contracts for professional services or for personal services requiring special training and skill. For the purpose of this section, "personal services requiring special training and skill" shall mean specialized, non-routine services provided by individuals with unique talents, advanced expertise, or specific licenses;
- (iii) Contracts for insurance or for public utility services;
- (iv) Contracts in which the Town receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract;

(v) Contracts for the purchase of special machinery and equipment, and maintenance and replacement parts therefor, or other special materials and supplies having an exclusive source of supply, provided that in each instance, the purchase is for a budgeted item and that it is subject to the approval authority for the various amounts set forth in paragraph (A);

(vi) Contracts where competition is precluded because of the existence of patent rights, copyrights, secret processes, control of basic raw materials, or similar circumstances.

(vii) Contracts for the purchase, exchange, leasing, or acquisition of any interest in real property by the Town, and contracts for the sale, exchange, leasing or other disposition of any interest in real property owned by the Town, provided that the Town complies with any applicable law and procedure for those actions; and

(viii) In any instance where the Town in its discretion decides to use its own forces for the construction or reconstruction of public improvements.

(D) The provisions in this Section do not apply to purchases and sales made by the Easton Utilities Commission.

(E) For the procurement of all materials and services pursuant to the United States Department of Housing and Urban Development Community Development Block Grant Programs, when bids are solicited, the Town shall incorporate into such solicitation a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and when necessary, shall set forth those minimum essential characteristics and standards to which the material to be procured must conform if it is to satisfy its intended use. Detailed product specifications shall not be used if at all possible. When it is impractical or uneconomical to make a clear and accurate description the technical requirements, a "brand name or equal" description may be used as a means to define the performance or other essential requirements of the material, product or service to be procured. The specific features of any named brand which must be met by the material, product or service to be procured shall be clearly stated and any solicitation for bid. The Town, in making a solicitation for bid, shall clearly set forth all requirements an offer must fulfill and all factors to be used in evaluation bids and proposals.

(Ordinance 100 effective 5/10/1981, historical reference 519 aka E-34 326, Ordinance 729 effective 1/28/2019)

(F) Federal Grant: For the procurement of all materials and services pursuant to Federal Grant programs, the Town shall follow the Federal Guidelines for procurement and bidding processes, including the Code of Federal Regulations §200.317 through §200.327.

(Ordinance 819 effective 5/26/2024)

(G) The Town Manager may adopt a Purchasing Policy that provides additional details and requirements to implement the provisions contained herein.

Article XIV. Codes Enforcement

§ 2-31. Code Enforcement.

§ 2-31.1 Codes Enforcement Establishment.

The office of Town of Easton Code Enforcement is hereby established and the official in charge thereof shall be known as the Code Official. (Ordinance 559 effective 10/13/2009)

§ 2-31.1.1 Code Official.

The Code Official is hereby authorized to act as the enforcement officer with regard to all ordinances of the Town of Easton other than criminal ordinances. The Code Official may designate; one or more assistants as Code Enforcement Officers. Such persons shall have duties and powers as delegated by the Code Official. (Ordinance 559 effective 10/13/2009, historical reference 310)

§ 2-31.1.2 Law Enforcement Officers.

The sworn law enforcement officers of the Easton Police Department are hereby authorized to enforce any non-criminal ordinance of the Town of Easton when requested to do so by the Code Official or any other assistant designated by the Code Official to act as an enforcement officer or administrator. (Ordinance 559 effective 10/13/2009, historical reference 310 & 16)

§ 2-31.1.3 Other Powers Not Affected.

The provisions of this section shall not affect the authority of members of the Easton Police Department to enforce state or local criminal laws or ordinances. (Ordinance 559 effective 10/13/2009, historical reference 310)

§ 2-31.2 Code Enforcement Board of Appeals

§ 2-26.2.1 General.

Any person directly affected by a decision of the Code Official or a notice or order issued by the Code Official shall have the right to appeal to the Easton Board of Zoning Appeals under the provisions set forth in Chapter 28 Zoning of the Code of the Town of Easton, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served (Ordinance 559 effective 10/13/2009, historical reference 86, 115, 238, 325, 405 & 448)

§ 2-31.2.2 Application for Appeal.

An application for appeal shall be based on a claim that the true intent of the codes or the rules legally adopted thereunder have been incorrectly interpreted or do not fully apply. (Ordinance 627 effective October 7th 2012, historical reference 86, 448, and 559).

§ 2-31.2.2.1 Waiver Authority.

Except as set forth in § 11-6.4.3 of the Easton Town Code, the Board shall have no authority to waive requirements of the codes. (Ordinance 627 effective October 7th 2012, historical reference 86, 448, and 559).

§ 2-31.2.3 Board.

All provisions governing the Board of Appeals with respect to members, provisions for alternates, quorum, procedure, chairman, term of office, etc. shall be applicable to appeals of the Building Codes.. (Ordinance 559 effective 10/13/2009, historical reference 448)

§ 2-31.2.4 Administration.

The Code Official shall take immediate action in accordance with the decision of the Easton Board of Zoning Appeals. (Ordinance 559 effective 10/13/2009, historical reference 448)

§ 2-31.3 Code Enforcement Division.

§ 2-31.3.1 Establishment.

The division of Building Inspection is hereby established under the office of Town of Easton Code Enforcement and the official in charge thereof shall be the Code Official hereafter cited as official. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.3.2 Designation of Division Staff.

The official shall have the authority to designate; one or more assistants as Technical; Examiners or Inspectors and one such person as the Building Codes Administrator of the Town of Easton. Such persons shall have duties and powers as delegated by the official. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-31.4 Duties and Powers of the Code Official.

§ 2-31.4.1 General.

The official is hereby authorized and directed to enforce the provisions of the Town of Easton Code exclusive of criminal codes, hereafter cited as codes. The official shall have the authority to render interpretations of those codes and to adopt policies and procedures in order to clarify the application of those provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of those codes. Such policies and

procedures shall not have the effect of waiving requirement specifically provided for in those codes. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.4.2 Applications and Permits.

The official shall receive applications, review construction documents and issue permits; for the erection, alteration, demolition and moving of buildings and structures, inspect the premises for which such permits have been issued and enforce compliance with the provisions of those codes. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-31.4.3 Notices and Orders.

The official shall issue all necessary notices or orders to ensure compliance with those codes. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-31.4.4 Inspections.

The official shall make all of the required inspections, or the official shall have the authority to accept reports of inspection by approved agencies or individuals, including outside inspection consultants hired by the Town. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The official is authorized to engage such expert opinion as deemed necessary to report upon technical issues that arise. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.4.5 Identification.

The official shall carry proper identification when inspecting structures or premises in the performance of duties under those codes. For the purpose of this section, proper identification shall be a photo identification card that identifies that the individual is an employee of the Town of Easton. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.4.6 Right of Entry.

Where it is necessary to make an inspection to enforce the provisions of those codes, or where the official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of those codes which makes the structure or premises unsafe, dangerous, or hazardous, the official is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by those codes. The official may not enter any building or structure without the permission from the owner or occupant except pursuant to a warrant issued by a Court of Maryland and accompanied by a police officer who shall serve and execute the warrant. (Ordinance 559 effective 10/13/2009, historical reference 16 & 448)

§ 2-31.4.7 Department Records.

The official shall keep records of applications received, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the records for the period required for retention of public records. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-31.4.8 Liability.

The official charged with the enforcement of those codes or other pertinent law or codes, while acting for the Town of Easton in good faith and without malice in the discharge of the duties required by those codes or other pertinent law or codes, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an official because of an act performed by that official in the lawful discharge of duties and under provisions of those codes or other pertinent law or codes shall be defended by legal representative of the Town of Easton until the final termination of the proceedings. The official shall not be liable for the cost in any action, suit or proceeding that is instituted in pursuance of the provisions of those codes or other pertinent law or codes. (Ordinance 559 effective 10/13/2009, historical reference 115, 238 & 448)

§ 2-31.4.9 Approved Materials and Equipment.

Materials, equipment, and devices approved by the official shall be constructed and installed in accordance with such approval. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.4.9.1 Used Materials and Equipment.

The use of used materials which meet the requirements of those codes for new materials is permitted. Used equipment and devices shall not be reused unless approved by the official. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.4.10 Modifications.

Wherever there are practical difficulties involved in carrying out the provisions of those codes, the official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the official shall first find that special individual reason makes the strict letter of those codes impractical and the modification is in compliance with the intent and purpose of those codes and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the division. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

§ 2-31.4.11 Alternative Materials, Design and Methods of Construction and Equipment.

The provisions of those codes are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by those codes, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the official finds that the proposed design is satisfactory and complies with the intent of the provisions of those codes, and that the material, method or work offered is for the purpose intended, at least the equivalent of that prescribed by those codes in quality, strength, effectiveness, fire resistance, durability and safety. Compliance with the specific performance-based provisions in lieu of specific requirements of those codes shall also be permitted as an alternate. (Ordinance 559 effective 10/13/2009, historical reference 115, 238, 325, 405 & 448)

§ 2-31.4.11.1 Tests.

Whenever there is insufficient evidence of compliance with the provisions of those codes, or evidence that a material or method does not conform to the requirements of those codes, or in order to substantiate claims for alternative materials or methods, the official shall have the authority to require tests as evidence of compliance to be made at no expense to the Town of Easton. Test methods shall be as specified in those codes or by other recognized test standards. In the absence of recognized and accepted test methods, the official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the official for the period required for retention of public records. (Ordinance 559 effective 10/13/2009, historical reference 16, 115, 238, 325, 405 & 448)

Article XV. Custody and Disposition of Abandoned, Lost or Seized Personal Property

Section 2-32 Purpose and Scope of Article.

The purpose of this Article is to set forth the authority and procedures by which Easton Police Department shall maintain custody over, and dispose of, personal property in its possession. It is not intended to affect or modify the laws of the United States or the State of Maryland regarding the definition of contraband or its forfeiture or disposition as those laws pertain to the Town. (Ordinance 375 effective 8/4/1998)

Section 2-33 Custody.

Unless otherwise provided by law, the Easton Police Department shall maintain custody of any abandoned, lost, or seized personal property that comes into the custody of the Department until the Department determines that the custody is not necessary to any investigation or prosecution or otherwise necessary for the discharge of the Department's duties. (Ordinance 375 effective 8/4/1998)

Section 2-34 Return Of Property Other Than Contraband.

Unless otherwise provided by law, after a determination described under Section 2-33, the Department shall (1) return any item of personal property (other than contraband) over which it has custody to the person who: (a) establishes his or her right to possession of said property and

(b) gives a written receipt for the item of personal property to the Department; or (2) dispose of such property in accordance with the provisions of this Article. (Ordinance 375 effective 8/4/1998)

Section 2-35 Notice Regarding Property Other Than Contraband.

Unless otherwise provided by law, the Department shall give notice to the last known address of the person entitled to possession of any item of property (other than contraband) in the custody of the Department (if the identity of such person is known to the Department) by certified mail of the fact that the Department is in custody of such property and that such property is not necessary for any investigation or prosecution or otherwise necessary for the discharge of the Department duties and advising such person that such property may be recovered from the Department after compliance with the requirements of Section 2-34 and payment of any administrative fees or other expenses incurred by the Department in connection with the storage of said property. The notice shall further state that, if the property is not claimed from the Department within 30 days of the date of the notice, the Department shall dispose of the property and the proceeds of such disposition, if any shall be paid to the Town. (Ordinance 375 effective 8/4/1998)

Section 2-36 Disposition of Unclaimed Property Other than Contraband.

Unless otherwise provided by law, if the person entitled to possession of any item of personal property fails to respond to the notice described in the previous section within 30 days from the date that the notice was mailed or if the property is otherwise unclaimed, the Department may dispose of the property in accordance with the following: (Ordinance 375 effective 8/4/1998)

(A). Cash. All cash shall be delivered to the Town Finance Officer and deposited in the Town's General Fund; (Ordinance 375 effective 8/4/1998)

(B). Firearms and Other Weapons. Any firearm which can be used by the Department in the discharge of its function shall be retained by the Department. The Chief of Police may, at his or her discretion, transfer firearms to other law enforcement agencies if such firearms can be used by said agencies in the discharge of their function. All other weapons (other than collectible weapons) shall be destroyed. (Ordinance 375 effective 8/4/1998)

(C). Collectible Weapons. For the purpose of this section, the term "collectible weapon" means any weapon which, in the judgment of the Chief of Police, because of age, workmanship, or design is not likely to be used for criminal purposes and is suitable for decorative or similar purposes. Collectible weapons shall be sold at public auction pursuant to Section 2-36(e). (Ordinance 375 effective 8/4/1998)

(D). Toys, Children's Bicycles and Similar Items. Any toys, children's bicycles or similar items may be transferred by the Department to one or more tax exempt, non-profit charitable or community organizations serving the residents of the Town. (Ordinance 375 effective 8/4/1998)

(E). Other Tangible Personal Property. The Department shall retain for its own use any item of tangible personal property which will be useful for the Department's function. All other items of tangible personal property shall either be disposed of as rubbish or sold at public auction under such additional terms and conditions as the Chief of Police determines are appropriate. The proceeds of such auction shall be delivered to the Town Finance Officer and deposited in the Town's General Fund. (Ordinance 375 effective 8/4/1998)

Section 2-37 Disposition of Contraband.

All contraband in the possession of the Department shall be forfeited and disposed of in accordance with federal and State law. If federal and/or State law does not provide a procedure for the disposition of a particular item of contraband, the Chief of Police shall determine whether the item shall be destroyed or disposed of in accordance with Section 2-36. (Ordinance 375 effective 8/4/1998)

Section 2-38 Disposition of Motor Vehicles.

Motor vehicles in the custody of the Department shall be disposed of pursuant to applicable provision of State law. (Ordinance 375 effective 8/4/1998)

Section 2-39 No Additional Duties Imposed Upon Department; Chief of Police Authorized To Issue Regulation.

The provisions of this Article shall not be interpreted to impose upon the Easton Police Department or the Town of Easton any duty, not otherwise existing, to investigate or attempt to ascertain the identity or whereabouts of any person who is or may be entitled to possession of any item of abandoned, lost, or seized personal property in the custody of the Department. The purpose of this Article is to provide a method by which the Easton Police Department shall maintain custody of and dispose of personal property; it shall not create in any person a cause of action against the Town or any official, agent or employee thereof for failure to follow the terms of this Article. The Chief of Police is authorized to issue such regulations as he or she deems necessary to implement the intention of this Article. (Ordinance 375 effective 8/4/1998)

Article XVI. Economic Development Program

Section 2-40. Establishment.

The Town of Easton shall have an Economic Development Program for the purpose of:

- (A) encouraging sound and balanced economic growth;
- (B) attracting and retaining businesses, including, but not limited to, small, minority, and/or disadvantaged enterprises;
- (C) promoting the creation and retention of jobs in the Town;

(D) expanding the commercial and industrial tax base of the Town of Easton;

(E) applying for and administering grants and loans related to the economic vitality of the Town and assisting with various tax credit and loan programs offered by Federal, State, and County governments as these programs relate to the economic vitality of the Town;

(F) identifying areas of the Town in need of economic revitalization and assisting with plans for needed revitalization;

(G) assisting existing businesses and prospective businesses in identifying sources of financing and professional and technical services; and

(H) providing technical assistance, education, and information to the business community and its recognized associations; and

(I) organizing public events to promote tourism

Section 2-41. Administration.

The Economic Development Program shall be administered

(A) by the Town through the employment of an Economic Development Coordinator appointed by the Mayor and approved by the Town Council; or

(B) at the discretion of the Mayor and Town Council, by a nonprofit economic organization organized for the purpose of implementing the Economic Development Program for the Town of Easton.

Article XVII. Administrative Search Warrants: Right of Entry

Section 2- 42. Administrative Search Warrants; Right of Entry.

The Town of Easton, or its designated code official, may apply to a judge of the District Court or Circuit Court for Talbot County, for an administrative search warrant to enter any premises to conduct any inspection required or authorized by this Code or other applicable law.

(A) The application for an administrative search warrant shall be in writing and sworn to by the applicant and shall particularly describe the place, structure, premises, etc., to be inspected and the nature, scope and purpose of the inspection to be performed by the applicant.

(B). A judge of a court referred to in this section may issue the warrant based upon information set forth in subsection A upon a finding that:

- (i). The applicant has sought access to the property for the purpose of making an inspection; and

(a). after requesting, at a reasonable time, that the owner, tenant or other individual in charge of the property allow the applicant access, the applicant has been denied access to the property; or

(b). after making a reasonable effort the applicant has been unable to locate any of these individuals;

(ii). The Town or its designated code official(s) is authorized by law to make an inspection of the property for which the warrant is sought; and

(iii). Probable cause for the issuance of the warrant has been demonstrated by the applicant by:

(a). specific evidence of a violation of the Town Code or other applicable law, or a public nuisance that affects the health, safety and welfare of the Town's citizens; or

(b). information that the property to be inspected falls within an administrative inspection program of the Town.

(C). An administrative search warrant issued under this section shall specify the place, structure, or premise to be inspected. The inspection conducted may not exceed the limits specified in the warrant.

(D). An administrative search warrant issued under this section authorizes the applicant and other designated officials or employees of the Town to enter specified property to perform the inspection, sampling and other functions authorized by law to determine compliance with the provisions of the Code or other law.

(E). An administrative search warrant issued under this section shall be executed and returned to the judge by whom it was issued within:

(i). The time specified in the warrant, not to exceed thirty (30) days; or

(ii). If no time is specified in the warrant, fifteen (15) days from the date of its issuance.

(Ordinance 581: effective 10/25/2010)

CHAPTER 3 – RESERVED

CHAPTER 4 – ANIMALS AND FOWL

- § 4-1. Adoption of County Code
- § 4-2. Sanitary conditions for Raising Poultry or Animals.
- § 4-3. Complaint of Unsanitary Conditions.
- § 4-4. Poultry Running At Large Prohibited.
- § 4-5. Keeping Swine Prohibited.
- § 4-6. Animals Running At Large or Unattended.
- § 4-7. Animal Carcasses.
- § 4-8 Roosters Prohibited.
- § 4-9. Kennels.

Article I. In General

Section 4-1. Adoption of County Code.

(A) Except as otherwise provided in this section, the provisions of the Talbot County Code, Chapter 15 Animals, as the same from time to time may be amended, are applicable and effective within the Town of Easton as though those provisions were set forth at length in this section.

(B) The Talbot County Code, Chapter 15 is hereby amended as follows: unless the context indicates otherwise, the word “County” shall refer to the “Town”.

(C) The County shall administer and enforce its animal control regulations, as adopted and amended in this Chapter, within the Town in the same manner as they are administered and enforced in the unincorporated areas of the County.

(D) This provision shall not be construed to limit the authority of the Town of Easton to provide for additional animal control through the adoption of provisions to this chapter or other ordinances. Except as otherwise stated in this Chapter, any additional animal control provisions shall be administered by the Town’s Code Enforcement Department and/or the Easton Police Department.

(E) Any inconsistency between the Talbot County Code and an amendment or additional provision set forth in this Chapter shall be construed in favor of the amendment or additional provision contained in this Chapter or elsewhere in the Town Code.

Section 4-2. Sanitary Conditions for Raising Poultry or Animals.

All persons raising poultry or animals within the Town, whether for commercial purposes or otherwise, shall be required to keep the same at all times in a clean and sanitary condition and free from obnoxious odors. (Ordinance 9 effective 1/1/1941)

Section 4-3. Complaint of Unsanitary Conditions.

Any complaint that any poultry, pigeons, rabbits hares and/or guinea pigs raised in said Town are creating a condition which is unsanitary or obnoxious to surrounding property owners shall be made to the Town's Code Enforcement Department. (Ordinance 9 effective 1/1/1941)

Section 4-4. Poultry Running At Large Prohibited.

It shall be unlawful for poultry to be turned loose or to be allowed to run at large within the Town limits. (Ordinance 9 effective 1/1/1941)

Section 4-5. Keeping Swine Prohibited.

The breeding, feeding, pasturing and/or penning of hogs or pigs, and the maintenance of piggeries, pig pens or pig runs within the limits of the Town is hereby prohibited. (Ordinance 9 effective 1/1/1941)

Section 4-6. Animals Running At Large or Unattended.

It shall be unlawful for any person to permit an animal to be turned loose or to be allowed to run at large within the Town limits. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 4-7. Animal Carcasses.

It shall be unlawful for any owner of any dead horse, cow, sheep or other animal carcass, to permit the same to lie within the Town limits longer than a reasonable time for removing or burying the same. (Ordinance 519 aka E-34, effective 5/7/1967)

Section 4-8. Prohibition on Roosters

The raising and/or keeping of roosters is prohibited in the Town of Easton. For the purposes of this section, a rooster is a male chicken at least 6 months old with full plumage capable of crowing.

Section 4-9. Kennels.

It shall be unlawful to maintain any kennel, commercial or otherwise, within the corporate limits of the Town that becomes a nuisance. If upon an investigation by the Town or County Animal Control Officer, a kennel is found to be a nuisance, it shall be the owner's duty to close the kennel and remove the dogs from the corporate limits of the Town within 24 hours. Upon failure of the owner to comply, the Animal Control Officer shall have the dogs impounded; however, nothing in this section is intended to interfere with the proper operations of animal hospitals.

(Ordinance 72 effective 9/7/1975, historical reference 53)

CHAPTER 5 – BICYCLES, ROLLER SKATES, SKATEBOARDS, AND SCOOTERS

§ 5-1. Manner of Riding Generally.

§ 5-2. Riding on Sidewalks Prohibited *with Exception*.

§ 5-3. Operating of Skateboards, Scooters, and Skates.

§5-4. Enforcement.

Section 5-1. Manner or Riding Generally.

Persons riding bicycles or motor scooters in the Town of Easton shall comply with the Maryland Rules of the Road for bicycles and play vehicles set forth in Title 21 of the Transportation Article of the Maryland Annotated Code or corresponding future provision thereof, except with the respect to riding on sidewalks which is set forth in Section 5-2 and 5-3 below.

(Ordinance 519 aka E-34, effective 5/7/1967, Ordinance 802, Effective 1/22/2024)

Section 5-2. Riding on Sidewalks Prohibited *with Exception*.

It shall be unlawful for any person to ride a bicycle upon any of the sidewalks within the limits of the Town, unless the person is 13 years old or under. No person shall operate a bicycle in a reckless or negligent manner on any public sidewalk or trail. No person shall ride a bicycle on a public sidewalk or trail without exercising due care for the safety of other persons using the sidewalk or trail. No person shall fail to exercise full control over the bicycle. While on a public sidewalk or trail, a person operating a bicycle must yield the right of way to any pedestrian and, when feasible, audibly alert the pedestrian that they are passing.

(Ordinance 10 effective 1/1/1941, Ordinance 802, effective 1/22/2024)

Section 5-3. Operating of Skateboards, Scooters, and Skates.

No person shall roller skate or ride a skateboard or scooter in a reckless or negligent manner on any public sidewalk or trail. No person shall ride a skateboard, scooter, or roller skate on a public sidewalk or trail without exercising due care for the safety of other persons using the sidewalk. No person shall fail to exercise control while operating roller skates, a skateboard, or scooter on public sidewalk or trail.

(Ordinance 802, effective 1/22/2024)

Section 5-4. Enforcement.

The provisions of this section shall be enforced by the police department. Any violation of any provision of this Chapter shall be a municipal infraction punishable as set forth in Section 1-8 of the Town Code. In addition, the bicycle, skateboard, scooter, or roller skates may be impounded by the police officer. Upon payment of the fine, the impounded item may be reclaimed by the offender or, where the offender is a minor, his parent or guardian. If an impounded skateboard or roller skates have not been reclaimed from impoundment within thirty (30) days from the date of offense, then the impounded item shall be deemed abandoned and shall be disposed of in the same manner as abandoned bicycles.

In the event that any law enforcement officer of the Town of Easton observes any minor child operating a bicycle, skateboard, or scooter in a manner that is unsafe and/or dangerous in violation of the provision of this Chapter, the law enforcement officer shall be authorized to impound a bicycle, skateboard, or scooter under the provisions of this section whether or not he or she issues a citation for a violation of this section.

(Ordinance 152 effective 7-31-88, historical reference 146, Ordinance 802, effective 1/22/2024)

CHAPTER 6 – BUILDING CODES

Updated recently so not updating again with the exception of correcting one reference in Section 6-2.

§6-2. General References. That this chapter shall reference General Provisions – Chapter 1, Licenses – Chapter 14, Zoning – Chapter 28 of the Code of the Town of Easton. (Ordinance 547 effective July 1st 2009)

CHAPTER 6A STORMWATER MANAGEMENT

Waiting for State guidance – will update later separately

CHAPTER 6B SEDIMENT AND EROSION CONTROL

Not proposing to update at this time

CHAPTER 7 ELECTIONS AND CAMPAIGN FINANCE

Article I. Elections.

- § 7-1. Voting Places.
- § 7-2. Notice of Elections.
- § 7-3. Ballots – Requirements Generally.
- § 7-4. Posting of Sample Ballot.
- § 7-5. Posting of Sample Ballots – Mistakes and Changes.
- § 7-6. Opening and Closing Hours of Polls.
- § 7-7. Voting Procedure.
- § 7-8. Electioneering and Loitering near Polls Prohibited.
- § 7-9. Bribery of Voters Prohibited.
- § 7-10. Poll Watchers – Selection.
- § 7-11. Duties of Poll Watchers.
- § 7-12. Absentee Ballot Provisions.
- § 7-13. Election Results – Continuing of Votes and Certification.
- § 7-14. Election Results – Issuance of Election Certificates.
- § 7-15. Preservation of Ballots after Election.
- § 7-16. Violations.
- § 7-17. Interpretation – Further Authority of Town Council.

Article II. Campaign Finance.

- § 7-18. Definitions.
- § 7-19. Appointment of Treasurer.
- § 7-20. Authority Lines.
- § 7-21. Contributions and Expenditures to Pass Through Treasurer.
- § 7-22. Restrictions on Campaign Contributions.
- § 7-23. Restrictions on the Use of Campaign Funds.
- § 7-24. Campaign Finance Reports.
- § 7-25. Independent Expenditures.
- § 7-26. Violations and Penalties.

Article I. Elections

Section 7-1. Voting Places.

It shall be the duty of the Supervisor of Elections to provide for each Town election a suitable place or places for voting. The Supervisor of Elections shall supply suitable voting machines and all necessary equipment for use in the regular or special Town elections, and the expenses thereof shall be paid for by the Town. (Ordinance 615 effective 11/20/2012)

Section 7-2. Notice of Elections.

The Supervisor of Elections and/or his or her designee, shall, at least 25 days before any regular or special election, unless otherwise provided, give notice to the voters of the Town, in one or more newspapers published in the Town of Easton, of the day and hours and the place or places

of holding such election, and such other information as may be necessary or advisable to enable the voters to intelligently cast their ballots. (Ordinance 615 effective 11/20/2012)

Section 7-3. Ballots - Requirements Generally.

After the time has expired for presenting nomination petitions, the Supervisor of Elections, and/or his or her designee shall prepare the official ballots and shall cause to be printed thereon the names in alphabetical order of the nominees for the respective offices to be filled, and he or she shall cause the names of the candidates for the same office to be grouped together. No party or designation of any candidate shall be printed or otherwise indicated upon the ballot. Whenever there is any question submitted to the voters for their decision, the question shall be placed upon the ballot in full, and immediately below the question there shall appear, in the following order, the words "yes" and "no" and to the left of each a square in which the voter may cast his or her vote. Ballots other than those created by and printed at the direction of the Supervisor of Elections shall not be cast or counted in any election. (Ordinance 615 effective 11/20/2012)

Section 7-4. Posting of Sample Ballot.

At least four (4) calendar days before any election, the Supervisor of Elections shall conspicuously and securely post accurate sample copies of the ballots to be used in the approaching election in one or more public places. One sample ballot shall be placed upon the exterior of the building or buildings in which polls will be held, so that the same can be readily seen and examined by pedestrians passing on the street on which the polling place is located. (Ordinance 615 effective 11/20/2012)

Section 7-5. Posting of Sample Ballots - Mistakes and Challenges.

A correct list of the names of the candidates as they are to appear on the ballot shall be furnished on demand by the Supervisor of Elections to the candidates or their authorized agents. If any mistakes are discovered, it shall be the duty of the Supervisor of Elections to correct the same without delay, and if the Supervisor of Elections shall decline or refuse to make the correction, then upon the sworn petition of any qualified voter who would have the right to vote for such candidate at the approaching election, the Circuit Court for Talbot County may, by order, require said Supervisor of Elections to correct such error or to show cause why such error should not be corrected. (Ordinance 615 effective 11/20/2012)

Section 7-6. Opening and Closing Hours of Polls.

For all Town elections, the polls shall remain open from 7:00 A.M. to 8:00 P.M. on the same day. (Ordinance 615 effective 11/20/2012)

Section 7-7. Voting Procedure.

All voting in the Town of Easton, other than by absentee ballot, shall be performed on paper ballots. (Ordinance 615 effective 11/20/2012)

Section 7-8. Electioneering and Loitering near Polls Prohibited.

There shall be no canvassing or electioneering in said polling place or places or within one hundred feet of the same, nor shall anyone linger, be, or remain within said distance of one hundred feet of the polls except election officials and peace officers, unless it be in approaching the polls to vote, or in passing along the streets in the usual and orderly manner of travel. (Ordinance 615 effective 11/20/2012)

Section 7-9. Bribery of Voters Prohibited.

Any person who shall bribe or attempt to bribe, coerce, or intimidate any voter to vote or not to vote for or against any person or proposition, or to vote or not to vote at any election, shall be guilty of a misdemeanor. (Ordinance 615 effective 11/20/2012)

Section 7-10. Poll Watchers - Selection.

Each candidate for elective office may select two (2) persons, both of whom shall be qualified voters of the Town, to serve as Poll Watchers, and each candidate shall submit to the Supervisor of Elections a list of Poll Watchers at least three (3) days prior to the election. The Poll Watchers shall not be employees of the Town of Easton, and shall serve without compensation. (Ordinance 615 effective 11/20/2012)

Section 7-11. Duties of Poll Watchers.

Each Poll Watcher shall have the right to observe every aspect of the conduct of an election. Each Poll Watcher shall be assigned a position at the polling place near the Supervisor of Elections or any assistants to the Supervisor of Elections, inside the registration or polling area so as to enable him or her to see each person as he or she offers to register or vote. The Poll Watchers shall witness the canvass, including absentee ballots, or the ascertainment and transcription of voters recorded on paper ballots. Poll Watchers shall have the right to enter the polling place one-half hour before the opening of the polls. It shall be unlawful for any Poll Watcher to inquire or attempt to ascertain for which candidate any voter intends to vote, or has voted, or to converse in the polling place with any voter or to assist any voter in the preparation of a ballot. Any Poll Watcher who violates the restrictions set forth herein may be lawfully ejected by the Supervisor of Elections, and is subject to penalties provided for in this article. (Ordinance 615 effective 11/20/2012)

Section 7-12. Absentee Ballot Provisions.

Any qualified voter of the Town of Easton may vote by absentee ballot rather than in person. The procedure for absentee balloting in the Town of Easton shall be that procedure described for absentee voting in the state election code, except as follows:

(A). The instructions for the casting of absentee ballots shall be prescribed by the Supervisor of Elections.

(B). The Supervisor of Elections shall prescribe the size, form, and content of the absentee ballot, material envelopes, providing for a covering envelope, a ballot envelope, and a return envelope.

(C). Absentee ballots shall be counted, certified, and canvassed in accordance with the provisions of this article.

(D). A qualified voter desiring to vote at any election by absentee ballot shall make application in writing to the Town of Easton, which application may be picked up at the Town Office or downloaded from the Town of Easton's website. The completed application must be received not later than the deadline set by current Maryland State law and regulation for absentee ballots to be received by mail, fax, or Internet. e. Completed absentee ballots must be received by the Town by mail or in person by 8:00 p.m. on election day in order to be counted.

(Ordinance 758 effective 4/4/21)

(Ordinance 615 effective 11/20/2012)

Section 7-13. Election Results - Counting of Votes and Certification.

As soon as the polls have closed following any Town election, the Supervisor of Elections, in the presence of poll watchers, if any, and of the Board of Canvassers, shall proceed to ascertain and transcribe the votes recorded in each District voting box.,. Not earlier than 4:00 P.M. on the Wednesday next following the election, the Board of Canvassers, in the presence of poll watchers, if any, shall proceed to count, certify, and canvass the absentee ballots cast in the election. (Ordinance 615 effective 11/20/2012)

Section 7-14. Election Results - Issuance of Election Certificates.

The Board of Canvassers shall issue a certificate of election to each official elected, and issue two certificates, one to the Mayor and one to the Council, whenever any proposition is submitted to the vote of the people, showing the vote for and against, which certificate shall be on blanks prepared by the Town Clerk, and shall contain a plain statement of the facts and be signed by a majority of said Board of Canvassers. (Ordinance 615 effective 11/20/2012)

Section 7-15. Preservation of Ballots after Election.

All ballots used in any Town election shall be preserved by the Town Manager or Town Clerk for at least six months after the election. (Ordinance 615 effective 11/20/2012)

Section 7-16. Violations.

Any person who is convicted of violating a provision of this Article shall be guilty of a misdemeanor and subject to a fine of one thousand dollars (\$1,000.00) and/or imprisonment for six (6) months. (Ordinance 615 effective 11/20/2012)

Section 7-17. Interpretation - Further Authority of Town Council.

The provisions of this article shall be interpreted to encourage the registration of voters in the Town, and the participation by the citizens of the Town in the electoral processes of the Town. The Town Council is hereby authorized to enact such ordinances to provide for additional public notice regarding the times, places, and dates of election or to make such further provisions as the Town Council deems appropriate in order to fulfill the purposes of this Article. (Ordinance 615 effective 11/20/2012)

Article II. Campaign Finance

Section 7-18. 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 candidate is 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, if the individual has accepted campaign contributions, 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 7-19. 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 7-20. 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 7-21. 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 7-22. 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 donor.

(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 they are 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 promptly or shall forfeit the contribution to the Town promptly, which forfeiture may be used by the Town for any public purpose.

(J). Campaign loans.

(i) 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).

(ii) 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.

(iii) All campaign loans shall be documented on campaign finance reports in a format

provided by the Town Clerk.

Section 7-23. Restrictions on the Use of Campaign Funds.

(A). Campaign contributions may be used only for the following purposes:

- (i) Print, radio, electronic material production, distribution, and advertisements
- (ii) Website/social media creation and maintenance
- (iii) Meals and clothing for campaign workers
- (iv) Tents and supplies for rallies and poll watching
- (v) Cost to attend events where exposure will aid in candidate's election process
- (vi) Signs

(B). No candidate may use campaign funds for any personal use, which is an obligation or expense of any person that would exist irrespective of the campaign of a candidate.

(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 7-24. 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:

- (i). Initial report. An initial report shall be filed no later than two (2) months prior to

the date of the election, if applicable.

(ii). Second report. A second report shall be filed no later than one (1) month prior to the date of the election.

(iii). Third report. A third report shall be filed no later than one (1) week prior to the date of the election.

(iv). Final report. A final report shall be filed no later than one (1) week after the date of the election.

(v). 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:

(i) The total and individual amounts of all contributions received by the treasurer;

(ii) The total and individual amounts of all expenditures which the candidate, or candidate's treasurer, or any person acting on their behalf made;

(iii) The total and individual amounts of all loans the candidate or candidate's treasurer received; and

(iv). 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 7-25. 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:

(i). 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;

(ii). The business address of the person making the independent expenditures;

(iii). The amount and date of each independent expenditures during the period covered by the report and the identity of the recipient of the expenditure;

(iv). 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

(v). 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 7-26. Violations and Penalties.

(A). A candidate shall not be seated and sworn 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.

(Ordinance 840 effective 10/26/2025)

CHAPTER 8 ETHICS

§ 8-1. Applicability.

§ 8-2. Definitions.

§ 8-3. Ethics Commission.

§ 8-4. Conflict of Interest.

§ 8-5. Financial Disclosure – Local Elected Officials and Candidates to be Local Elected Officials.

§ 8-6. Ethics Disclosure Statement – Employees and Appointed Officials.

§ 8-7. Lobbying Disclosure.

§ 8-8. Exemptions and Modifications.

§ 8-9. Enforcement.

Section 8-1. Applicability.

Other than as provided in Section 8-3, the provisions of this article apply to the following Town officials and employees: The Mayor, all members of the Town Council, all Commissioners of the Easton Utilities Commission, the President and CEO of the Easton Utilities Commission, the head of each department of the Easton Utilities Commission, the members of the Board of Appeals, the Planning and Zoning Commission, the Historic District Commission, the Town Manager, the Building Inspector, the Town Engineer, the Town Clerk, the Supervisor of Elections, the Chief of Police, All Department Heads of the Town of Easton, and all officials appointed to Town boards and commissions and all employees, who, acting alone or as members or employees of a Town entity, have decision making authority or act as principal advisors to a person with that authority in making Town policy or exercising quasi-judicial, regulatory, licensing, inspecting, or auditing functions. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 8-2. Definitions

(A) "Business Entity" or "Entity" shall mean a corporation, partnership, limited liability partnership, limited liability company, or sole proprietorship, whether for profit or not for profit, as defined or recognized under the Internal Revenue Code of the United States.

(B) "Designated second home" means:

- (i) If an individual owns one second home, the individual's second home; or
- (ii) If an individual owns more than one second home, any one second home the individual identifies to the Commission as the individual's second home.

(C) "Home address" means the address of an individual's

- (i) Principal home; and
- (ii) Designated second home, if any.

(D) "Principal home" means the sole residential property that an individual occupies as the individual's primary residence, whether owned or rented by the individual.

(E) "Quasi-governmental entity" means an entity that is created by state statute, that performs a public function, and that is supported in whole or in part by the state but is managed privately.

(F) "Second home" means a residential property that:

(i) An individual occupies for some portion of the filing year; and

(ii) is not a rental property or a time share.

Section 8-3. Ethics Commission.

There shall be a Town of Easton Ethics Commission (hereinafter referred to as "Commission"), which shall be composed of three members appointed by the Mayor. The Commission shall be advised by the Town Attorney and shall have the following responsibilities:

(A) To devise, receive and maintain all forms required by this Article;

(B) To provide published advisory opinions to persons subject to this Article as to the applicability of the provisions of this Article to them;

(C) To process and make determinations as to complaints filed by any person alleging violation of this Article to them;

(D) To conduct a suitable public information program regarding the purposes and application of this Article.

(E) The Commission shall certify to the State Ethics Commission on or before October 1st of each year that the Town is in compliance with the requirements of State Government Article, Title 15, Subtitle 8, Annotated Code of Maryland for elected local officials.

(F) Commission members shall serve three-year terms staggered so that only one term expires in any single calendar year. The Commission shall annually elect a Chairman from its membership, and shall adopt rules of procedure not inconsistent with the terms of this Chapter to govern its meetings.

(Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 8-4. Conflict of Interest.

All Easton elected officials, officials appointed to Town boards and commissions, and all employees, whether or not they are otherwise subject to this Article, are subject to this Section.

(A) In this section, "qualified relative" means a spouse, parent, child, or sibling.

(B) Participation prohibitions. Except as permitted by Commission regulation or opinion, an official or employee may not participate in:

(i) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision of the matter, any matter in which, to the knowledge of the official or employee, the official or employee, or a qualified relative of the official or employee has an interest.

(ii) Except in the exercise of an administrative or ministerial duty that does not affect the disposition or decision with respect to the matter, any matter, in which any of the following is a party:

(a) A business entity in which the official or employee has a direct financial interest of which the official or employee may reasonably be expected to know;

(b) A business entity for which the official, employee, or a qualified relative of the official or employee is an officer, director, trustee, partner, or employee;

(c) A business entity with which the official or employee or, to the knowledge of the official or employee, a qualified relative is negotiating employment or has any arrangement concerning prospective employment.

(d) If the contract reasonably could be expected to result in a conflict between the private interests of the official or employee and the official duties of the official or employee, a business entity that is a party to an existing contract with the official or employee, or which, to the knowledge of the official or employee, is a party to a contract with a qualified relative;

(e) An entity, doing business with the Town of Easton, in which a direct financial interest is owned by another entity in which the official or employee has a direct financial interest, if the official or employee may be reasonably expected to know of both direct financial interests; or

(f) A business entity that the official or employee knows is a creditor or obligee of the official or employee or a qualified relative of the official or employee with respect to a thing of economic value, and as a creditor or obligee, is in a position to directly and substantially affect the interest of the official or employee or a qualified relative of the official or employee.

(iii) A person who is disqualified from participating under paragraphs (i) or (ii) of this subsection shall disclose the nature and circumstances of the conflict and may participate or act if the disqualification leaves a body with less than a quorum capable of acting, the disqualified official or employee is required by law to act, or the disqualified official or employee is the only person authorized to act.

(iv) The prohibitions of paragraphs (i) and (ii) of this subsection do not apply if participation is allowed by regulation or opinion of the Commission.

(C) Employment and financial interest restrictions.

(i) Except as permitted by regulation of the Commission when the interest is disclosed or when the employment does not create a conflict of interest or appearance of conflict, an official or employee may not:

(a) Be employed by or have a financial interest in any entity subject to the authority of the official or employee or a Town of Easton agency, board, or commission with which the official or employee is affiliated or an entity that is negotiating or has entered a contract with the agency, board, or commission with which the official or employee is affiliated; or

(b) Hold any other employment relationship that would impair the impartiality or independence of judgment of the official or employee.

(ii) This prohibition does not apply to:

(a) An official or employee who is appointed to a regulatory or licensing authority pursuant to a statutory requirement that persons subject to the jurisdiction of the authority be represented in appointments to the authority;

(b) Subject to other provisions of law, a member of a board or commission in regard to a financial interest or employment held at the time of appointment, provided the financial interest or employment is publicly disclosed to the appointing authority and the Commission;

(c) An official or employee whose duties are ministerial, if the private employment or financial interest does not create a conflict of interest or the appearance of a conflict of interest, as permitted and in accordance with regulations adopted by the Commission; or

(d) Employment or financial interests allowed by regulation of the Commission if the employment does not create a conflict of interest or the appearance of a conflict of interest or the financial interest is disclosed.

(D) Post-employment limitations and restrictions.

(i) A former official or employee may not assist or represent any party other than the Town of Easton for compensation in a case, contract, or other specific matter involving the Town of Easton if that matter is one in which the former official or employee significantly participated as an official or employee.

(ii) For a period of one year that begins after the elected official leaves office, a former member of the Town Council may not assist or represent another party for compensation in a matter that is the subject of legislative action.

(iii) A former local lobbyist who becomes a town official or employee may not participate in a case, contract, or other specific matter for one (1) calendar year after terminating their local lobbying registration if they previously assisted or represented another party in the matter.

(E) Contingent compensation. Except in a judicial or quasi-judicial proceeding, an official or employee may not assist or represent a party for contingent compensation in any matter before or involving the Town of Easton.

(F) Use of prestige of office. An official or employee may not intentionally use the prestige of office or public position for the private gain of that official or employee or the private gain of another. This subsection does not prohibit the performance of usual and customary constituent services by an elected local official without additional compensation.

(G) Solicitation and acceptance of gifts.

(i) An official or employee may not solicit any gift from any business entity or person other than a qualifying relative.

(ii) An official or employee may not directly solicit or facilitate the solicitation of a gift, on behalf of another person, from an individual regulated lobbyist.

(iii) An official or employee may not knowingly accept a gift, directly or indirectly, from a person that the official or employee knows or has the reason to know:

(a) Is doing business with or seeking to do business with the Town of Easton office, agency, board or commission with which the official or employee is affiliated;

(b) Has financial interests that may be substantially and materially affected, in a manner distinguishable from the public generally, by the performance or nonperformance of the official duties of the official or employee;

(c) Is engaged in an activity regulated or controlled by the official's or employee's governmental unit;

(d) Is a lobbyist with respect to matters within the jurisdiction of the official or employee;
or

(e) Is an association, or any entity acting on behalf of an association that is engaged only in representing counties or municipal corporations.

(iv) Notwithstanding paragraph (iii) of this subsection, an official or employee may accept the following:

- (a) Meals and beverages consumed in the presence of the donor or sponsoring entity;
- (b) Ceremonial gifts or awards that have insignificant monetary value;
- (c) Unsolicited gifts of nominal value that do not exceed \$20 in cost or trivial items of informational value;
- (d) Reasonable expenses for food, travel, lodging, and scheduled entertainment of the official or the employee at a meeting which is given in return for the participation of the official or employee in a panel or speaking engagement at the meeting;
- (e) Gifts of tickets or free admission extended to an elected local official to attend a charitable, cultural, or political events, if the purpose of this gift or admission is a courtesy or ceremony extended to the elected official's office;
- (f) A specific gift or class of gifts that the Commission exempts from the operation of this subsection upon a finding, in writing, that acceptance of the gift or class of gifts would not be detrimental to the impartial conduct of the business of the *County, City, or Town* and that the gift is purely personal and private in nature;
- (g) Gifts from a person related to the official or employee by blood or marriage, or any other individual who is a member of the household of the official or employee; or
- (h) Honoraria for speaking to or participating in a meeting, provided that the offering of the honorarium is in not related in any way to the official's or employee's official position.

(v) Paragraph (iv) does not apply to a gift:

- (a) That would tend to impair the impartiality and the independence of judgment of the official or employee receiving the gift;
- (b) Of significant value that would give the appearance of impairing the impartiality and independence of judgment of the official or employee; or
- (c) Of significant value that the recipient official or employee believes or has reason to believe is designed to impair the impartiality and independence of judgment of the official or employee.

(H) Disclosure of confidential information: Other than in the discharge of official duties, an official or employee or former official or employee may not disclose or use confidential information, that the official or employee acquired by reason of the official's or employee's

public position or former public position and that is not available to the public, for the economic benefit of the official or employee or that of another person.

(I) Participation in procurement.

(i) An individual or a person that employs an individual who assists a Town of Easton agency in the drafting of specifications, an invitation for bids, or a request for proposals for a procurement, may not submit a bid or proposal for that procurement, or assist or represent another person, directly or indirectly, who is submitting a bid or proposal for the procurement.

(ii) The Commission may establish exemptions from the requirements of this section for providing descriptive literature, sole source procurements, and written comments solicited by the procuring agency.

(J) An official or employee may not retaliate against any individual for reporting or participating in an investigation of a potential violation of these ethics provisions.

(Ordinance 590 effective 10/7/2013, historical reference 103, 107 and 453)

Section 8-5. Financial disclosure – Local Elected Officials and Candidates to be Local Elected Officials.

(A) This Section shall apply to all local elected officials and candidates to be local elected officials.

(B) Except as provided in subsection (D) of this section, a local elected official or a candidate to be a local elected official shall file the financial disclosure statement required under this section on a form provided by the Commission, under oath or affirmation, and with the Commission.

(C) Deadlines for filing statements.

(i) An incumbent local elected official shall file a financial disclosure statement annually no later than April 30th of each year for the preceding calendar year.

(ii) An individual who is appointed to fill a vacancy in an office for which a financial disclosure statement is required and who has not already filed a financial disclosure statement, shall file a statement for the preceding calendar year within 30 days after appointment.

(iii) An individual who, other than by reasons of death, leaves an office for which a statement is required shall file a statement within 60 days after leaving the office. The statement shall cover the calendar year immediately preceding the year in which the individual left office, unless a statement covering that year has already been filed by the individual, and the portion of the current calendar year during which the individual held the office.

(D) Candidates to be local elected officials.

(i) Except an official who has filed a financial disclosure statement under another provision of this section for the reporting period, a candidate to be an elected local official shall file a financial disclosure statement each year beginning with the year in which the certificate of candidacy is filed through the year of the election.

(ii) A candidate to be an elected local official shall file a statement required under this section

(a) In the year the certificate of candidacy is filed, no later than the filing of the certificate of candidacy;

(b) In the year of the election, on or before the earlier of April 30 or the last day for the withdrawal of candidacy; and

(c) In all other years for which a statement is required, on or before April 30.

(iii) If a candidate fails to file a statement required by this section after written notice is provided by the Town of Easton Clerk or Board of Election Supervisors at least eight (8) days before the last day for the withdrawal of candidacy, the candidate is deemed to have withdrawn the candidacy.

(iv) The Town of Easton Clerk or Board of Election Supervisors may not accept any certificate of candidacy unless a statement has been filed in proper form.

(v) Within 30 days of the receipt of a statement required under this section, the Town of Easton Clerk or Board of Election Supervisors shall forward the statement to the Commission or the office designated by the Commission.

(E) Public record.

(i) The Commission or office designated by the Commission shall maintain all financial disclosure statements filed under this section.

(ii) Financial disclosure statements shall be made available during normal office hours for examination and copying by the public subject to reasonable fees and administrative procedures established by the Commission.

(iii) If an individual examines or copies a financial disclosure statement, the Commission or the office designated by the Commission shall record the name and home address of the individual reviewing or copying the statement, and the name of the person whose financial disclosure statement was examined or copied.

(iv) Upon request by the official or employee whose financial disclosure statement was examined or copied, the Commission or the office designated by the Commission shall provide the official with a copy of the name and home address of the person who reviewed the official's financial disclosure statement.

(v) For statements filed after January 1, 2019, the Commission or the office designated by the Commission may not provide access to an individual's home address that the individual has designated as the individual's home address.

(vi) The Commission or the office designated by the Commission shall not provide public access to information related to consideration received from:

(a) The University of Maryland Medical System;

(b) A governmental entity of the State or a local government in the State; or

(c) A quasi-governmental entity of the State or local government in the State.

(F) Retention requirements. The Commission or the office designated by the Commission shall retain financial disclosure statements for four years from the date of receipt.

(G) An individual who is required to disclose the name of a business under this section shall disclose any other names that the business is trading as or doing business as.

(H) Contents of statement.

(i) Interests in real property. A statement filed under this section shall include a schedule of all interests in real property wherever located, and for each interest in real property, the schedule shall include:

(a) The nature of the property and the location by street address, mailing address, or legal description of the property;

(b) The nature and extent of the interest held, including any conditions and encumbrances on the interest;

(c) The date when, the manner in which, and the identity of the person from whom the interest was acquired;

(d) The nature and amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired;

(e) If any interest was transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest, and the identity of the person to whom the interest was transferred; and

(f) The identity of any other person with an interest in the property.

(ii) Interests in corporations and partnerships. A statement filed under this section shall include a schedule of all interests in any corporation, partnership, limited liability partnership,

or limited liability company, regardless of whether the corporation or partnership does business with the Town of Easton, and for each interest reported under this paragraph, the schedule shall include:

(a) The name and address of the principal office of the corporation, partnership, limited liability partnership, or limited liability company;

(b) The nature and amount of the interest held, including any conditions and encumbrances on the interest. An individual may satisfy the requirement to report the amount of the interest held by reporting, instead of a dollar amount: for an equity interest in a corporation, the number of shares held and, unless the corporation's stock is publicly traded, the percentage of equity interest held; or for an equity interest in a partnership, the percentage of equity interest held.

(c) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received for the interest and, if known, the identity of the person to whom the interest was transferred; and

(d) With respect to any interest acquired during the reporting period, the date when, the manner in which, and the identity of the person from whom the interest was acquired, and the nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.

(iii) Interests in business entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all interests in any business entity that does business with the Town of Easton, other than interests reported under paragraph (ii) of this subsection, and for each interest reported under this paragraph, the schedule shall include:

(a) The name and address of the principal office of the business entity;

(b) The nature and amount of the interest held, including any conditions to and encumbrances in the interest;

(c) With respect to any interest transferred, in whole or in part, at any time during the reporting period, a description of the interest transferred, the nature and amount of the consideration received in exchange for the interest and, if known, the identity of the person to whom the interest was transferred; and

(d) With respect to any interest acquired during the reporting period, the date when, the manner in which, and the identity of the person from whom the interest was acquired, and the nature and the amount of the consideration given in exchange for the interest or, if acquired other than by purchase, the fair market value of the interest at the time acquired.

(iv) Gifts.

(a) A statement filed under this section shall include a schedule of each gift in excess of \$20 in value or a series of gifts totaling \$100 or more received during the reporting period from or on behalf of, directly or indirectly, any one person who does business with or is regulated by the Town of Easton, or from an association, or any entity on behalf of an association that is engaged only in representing counties or municipal corporations, and

(b) For each gift reported, the schedule shall include:

(1) A description of the nature and value of the gift; and

(2) The identity of the person from whom, or on behalf of whom, directly or indirectly, the gift was received.

(v) Employment with or interests in entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all offices, directorships, and salaried employment by the individual or member of the immediate family of the individual held at any time during the reporting period with entities doing business with the Town of Easton, and for each position reported under this paragraph, the schedule shall include:

(a) The name and address of the principal office of the business entity;

(b) The title and nature of the office, directorship, or salaried employment held and the date it commenced; and

(c) The name of each Town of Easton agency with which the entity is involved.

(vi) Indebtedness to entities doing business with the Town of Easton. A statement filed under this section shall include a schedule of all liabilities, excluding retail credit accounts, to persons doing business with the Town of Easton owed at any time during the reporting period by the individual or by a member of the immediate family of the individual if the individual was involved in the transaction giving rise to the liability, and for each liability reported under this paragraph, the schedule shall include:

(a) The identity of the person to whom the liability was owed and the date the liability was incurred;

(b) The amount of the liability owed as of the end of the reporting period;

(c) The terms of payment of the liability and the extent to which the principal amount of the liability was increased or reduced during the year; and (d) The security given, if any, for the liability.

(vii) A statement filed under this section shall include a schedule of the immediate family members of the individual employed by the Town of Easton in any capacity at any time during the reporting period.

(viii) Sources of earned income. A statement filed under this section shall include a schedule of the name and address of each place of employment and of each business entity of which the individual or a member of the individual's immediate family was a sole or partial owner and from which the individual or member of the individual's immediate family received earned income, at any time during the reporting period. If the individual's spouse is a lobbyist regulated by the Town, the individual shall disclose the entity that has engaged the spouse for the lobbying purposes. A minor child's employment or business ownership need not be disclosed if the agency that employs the individual does not regulate, exercise authority over, or contract with the place of employment or business entity of the minor child.

(ix) Relationship with University of Maryland Medical System, State or Local Government, or Quasi-Government Entity.

(a) An individual shall disclose the information specified in General Provisions Article §5-607(j)(1), Annotated Code of Maryland, for any financial or contractual relationship with:

- (1) The University of Maryland Medical System;
- (2) A governmental entity of the State or a local government in the State; or
- (3) A quasi-governmental entity of the State or local government in the State.

(b) For each financial or contractual relationship reported, the schedule shall include:

- (1) A description of the relationship;
- (2) The subject matter of the relationship; and
- (3) The consideration.

(x) A statement filed under this section may also include a schedule of additional interests or information that the individual making the statement wishes to disclose.

(xi) For the purposes of Paragraphs (i), (ii) and (iii) of this subsection, the following interests are considered to be the interests of the individual making the statement:

- (a) An interest held by a member of the individual's immediate family, if the interest was, at any time during the reporting period, directly or indirectly controlled by the individual.
- (b) An interest held, at any time during the applicable period by:
 - (1) A business entity in which the individual held a 10% or greater interest.
 - (2) A business entity described in section (i) of this subsection in which the business entity held a 25% or greater interest;

(3) A business entity described in section (ii) of this subsection in which the business entity held a 50% or greater interest; and

(4) A business entity in which the individual directly or indirectly, through an interest in one or a combination of other business entities, holds a 10% or greater interest

(c) An interest held by a trust or an estate in which, at any time during the reporting period the individual held a reversionary interest or was a beneficiary, or if a revocable trust, the individual was a settlor.

(I) The Commission shall review the financial disclosure statements submitted under this section for compliance with the provisions of this section and shall notify an individual submitting the statement of any omissions or deficiencies. In addition, the Commission may take appropriate enforcement action to ensure compliance with this section. (Ordinance 590 effective 10/7/2013, historical reference 103, 107 and 453)

Section 8-6. Ethics disclosure statement – Employees and Appointed Officials.

(A) All officials appointed to Town boards and commissions and all employees are subject to this Section.

(B) A statement filed under this section shall be filed with the Commission under oath or affirmation.

(C) On or before April 30 of each year during which an official or employee holds office, an official or employee shall file a statement disclosing gifts received during the preceding calendar year from any person that contracts with or is regulated by the Town of Easton including the name of the donor of the gift and the approximate retail value at the time of receipt.

(D) The ethics disclosure statement required by (C) above shall also include a section for an official or employee to disclose employment and interests that raise conflicts of interest or potential conflicts of interest in connection with a specific proposed action by the employee or official. Inclusion of conflicts of interest on the annual ethics disclosure shall not replace an employee's or appointed official's obligation to disclose conflicts of interest or potential conflicts of interest at other times sufficiently in advance of the action to provide adequate disclosure to the public.

(E) The Commission shall maintain all disclosure statements filed under this section as public records available for public inspection and copying as provided in Sec. 2-20 of this chapter. (Ordinance 590 and 662 effective 10/7/2013 and 8/10/2015)

Section 8-7. Lobbying Disclosure.

(A) Any person who personally appears before any Town official, Board or employee, with the intent to influence that person in performance with his or her official duties, and in connection

with such intent, expends or reasonably expects to expend in a given calendar year, in excess of \$250 on food, entertainment or other gifts for such officials, shall file a registration statement with the Commission not later than January 15 of the calendar year or within five days after making these appearances.

(B) The registration statement shall include complete identification of the registrant and of any other person on whose behalf the registrant acts, and the subject matter on which the registrant proposes to make these appearances.

(C) Registrants under this Section shall file a report within 30 days after the end of any calendar year during which they were registered, disclosing the value, date and nature of any food, entertainment or other gift provided to a Town official or Town employee. When a gift or series of gifts to a single official or employee exceeds \$50 in value, the official or employee shall also be identified.

(D) The registrations and reports filed pursuant to this Section shall be maintained by the Commission as public records available for public inspection and copying. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 8-8. Exemptions and modifications.

The Commission may grant exemptions and modifications to the provisions of Sec. 2-19 and Sec. 2-21 of this Article as they relate to employees and to appointed members of Town of Easton Boards and Commissions, if it determines that the application of those provisions would:

(A) Constitute an unreasonable invasion of privacy;

(B) Significantly reduce the availability of qualified persons for public service; and

(C) Not be required to preserve the purposes of this Article. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)

Section 8-9. Enforcement.

(A) The Commission may:

(i) Assess a late fee of \$2 per day up to a maximum of \$250 for a failure to timely file a financial disclosure statement required under Sections 2-21 or 2-22 of this Article;

(ii) Assess a late fee of \$10 per day up to a maximum of \$250 for a failure to file a timely lobbyist registration or lobbyist report required under Section 2-23 of this Article; and

(iii) Issue a cease and desist order against any person found to be in violation of this Article.

(B) Upon a finding of a violation of any provision of this article, the Commission may:

(i) Issue an order of compliance directing the respondent to cease and desist from the violation;

(ii) Issue a reprimand; or

(iii) Recommend to the appropriate authority other appropriate discipline of the respondent, including censure or removal if that discipline is authorized by law.

(C) If the Commission finds that a respondent has violated Section 2-22 of this Article, the Commission may:

(i) Require a respondent who is a registered lobbyist to file any additional reports or information that reasonably related to the information that is required under Section 2-23 of this Article;

(ii) Impose a fine not exceeding \$5,000 for each violation; and

(iii) Suspend the registration of an individual lobbyist if the Commission finds that the lobbyist knowingly and willfully violated Section 2-22 of this Article or has been convicted of a criminal offense arising from lobbying activities.

(D) Upon request by the Commission, the Town Attorney may file a petition for injunctive relief in the Circuit Court for Talbot County. The Court may:

(i) Issue an order to cease and desist from the violation;

(ii) Except as provided in (iv) of this paragraph, void an official action taken by an official or employee with a conflict of interest prohibited by this chapter when the action arises from or concerns the subject matter of the conflict and if the legal action is brought within 90 days of the occurrence of the official action, if the court deems voiding the action to be in the best interest of the public; or

(iii) Impose a fine of up to \$5,000.00 for any violation of the provisions of this Article, with each day upon which the violation occurs constituting a separate offense.

(iv) A court may not void any official action appropriating public funds, levying taxes, or providing for the issuance of bonds, notes or other evidences of public obligations.

(E) In addition to any other enforcement provisions in this chapter, a person who the Commission or a court finds has violated this Article: (i) Is subject to termination or other disciplinary action; and (ii) May be suspended from receiving payment of salary or other compensation pending full compliance with the terms of an order of the Commission or a court.

(F) A Town official or employee found to have violated this Article may be subject to disciplinary or other appropriate personnel action, including removal from office, disciplinary action, suspension of salary, or other sanction.

(G) Violation of Sec. 2-23 of this Article shall be a misdemeanor subject to a fine of up to \$10,000.00 or imprisonment of up to one year. (Ordinance 590 effective 10/7/2013, historical reference 103 and 107)



Town of Easton

14 S. HARRISON STREET, EASTON, MARYLAND 21601

MEGAN JM COOK
MAYOR

410-822-2525
mcook@eastonmd.gov

MEMORANDUM

TO: Don Abbatiello, President of the Council
Members of the Council

cc: Andy Kitrow
Sharon VanEmburch

FROM: Mayor Megan JM Cook 

SUBJECT: Parks & Recreation Advisory Representative for Talbot County

DATE: February 16, 2026

I am asking for confirmation of Michael Brophy, who currently serves on the Town of Easton Parks and Recreation Advisory Board, to serve as the Town's representative on the Talbot County Parks & Recreation Advisory Board.

Your confirmation for Mr. Brophy's appointment is appreciated.

Memo

To: Andy Kitzrow
From: Billy Murdoch
CC: Rick VanEmburch, Mayor Cook
Date: February 6, 2025
Re: 2026 Fertilizer Contract Bid

Andy,

We recently opened bids for the fertilizer applications on town owned properties. We received bids from the following companies Edsall Turf Management LLC, Choptank Turf and Pest Management, Davey Tree Expert and Marshall Property Management. The bid overall totals are listed below and I will also share the bids if needed.

Edsall Turf Management	2026 = \$20,941
Choptank Turf and Pest Management	2026 = \$18,870
Davey Tree Expert	2026 = \$214,893
Marshall's Property Mgt	2026 = \$ 82,280

I would like to recommend that the town approve the bid from Choptank Turf and Pest Management for a total cost of \$18,870 for the year. I would like to request that this item be brought before the Town Council at the February 16, 2025 meeting, for their consideration. If you have any questions regarding the bids or recommendation, please contact me.

RESOLUTION NO. 6216

A RESOLUTION TO ANNEX A PARCEL OF LAND OWNED BY NORRIS E. TAYLOR CONTRACTORS, INC., JEFFREY H. GOODMAN, AND PATRICIA T. GOODMAN, LOCATED ON THE EAST SIDE OF OCEAN GATEWAY/U.S. ROUTE 50 ADJACENT TO EAST KENNEDY STREET, REAGAN DRIVE AND NIXON DRIVE, CONSISTING OF 36.520 ACRES OF LAND, MORE OF LESS, INTO THE TOWN OF EASTON AND TO PROVIDE FOR THE TERMS AND CONDITIONS OF THE ANNEXATION.

Introduced by: _____

WHEREAS, The Town of Easton (the “Town”) is authorized by the provisions of §4-401 *et. seq.*, of the Local Government Article of the Maryland Annotated Code (the “Code”) to expand its municipal boundaries by annexing lands adjacent to it, and wishes to annex a certain parcel of land owned by Norris E. Taylor Contractors, Inc. located on the east side of Ocean Gateway/U.S. Route 50, consisting of 36.520 acres of land, more or less, which parcel is shown and depicted as “TAX PARCEL 52, AREA: 18.289 AC +/- DEED 2114/236”, “TAX PARCEL 145, AREA 15.878 AC +/- DEED 2114/236”, and portions of Nixon Drive and Reagan Drive (the “Annexation Property”) on a plat titled “ANNEXATION PLAT TOWN OF EASTON ON THE LANDS OF NORRIS E. TAYLOR CONTRACTORS, INC., IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND TAX MAP 25, GRID 12 PARCEL 52 & 145”, prepared by Lane Engineering, LLC, originally dated 5/16/25, revised through 2/4/26 (the “Annexation Plat”), which is Exhibit “A” to this Resolution and is also described in metes and bounds description dated February 4, 2026 prepared by Lane Engineering, LLC entitled “ANNEXATION DESCRIPTION ON THE LANDS OF NORRIS E. TAYLOR CONTRACTORS, INC., JEFFREY H. GOODMAN AND PATRICIA T. GOODMAN IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND”, which is Exhibit “B” to this Resolution (“Annexation Description”).

Norris E. Taylor Contractors, Inc., Jeffrey H. Goodman and Patricia T.. Goodman are the owners of one hundred percent (100%) of the assessed value of the real property lying within the area to be annexed and have consented to the annexation. There are no registered voters in Talbot County who reside on the Annexation Property.

The Annexation Property is adjacent to existing Town boundaries. If the Annexation Property is incorporated into the Town boundaries, no enclaves of non-Town land will be created.

Now, therefore, the Town hereby resolves:

Section 1. Modification of Town Boundaries. The corporate boundaries of the Town are hereby amended to include the addition of the Annexation Property, which is described on the Annexation Plat and Annexation Description. The plat and metes and bounds description are subject to technical review and correction by the Town prior to the public hearing to be held on this Resolution.

Section 2. Application of Town Charter; Ordinances; and Taxes. Upon the effective date of this Resolution, the provisions of the Charter and Code of the Town of Easton, and any local public laws enacted or to be enacted affecting the Town, shall be effective within the Annexation Property except to the extent that this Resolution provides otherwise. The Annexation Property shall be included in the First Election Ward of the Town for purposes of municipal elections until such time as the boundaries for election wards may be modified by the Town Council.

Section 3. Annexation Plan. The Petitioner has prepared an Annexation Plan with regard to the Annexation Property (the “Plan”). The Plan is Exhibit “C” to this Resolution but is not a part hereof, and the Town Council reserves the right to amend the Plan prior to the final enactment of this Resolution in the manner provided in §4-415 of the Local Government Article of the Code.

Section 4. Zoning Classification. Concurrently with the introduction of this Resolution, the Town Council has introduced Ordinance No. 849 to apply a zoning classification of Industrial (I) to the Annexation Property. The Talbot County zoning for the Annexation Property is Limited Industrial (LI). If the proposed Industrial (I) zoning classification permits land uses that are substantially different from the land uses allowed under the current Talbot County zoning classifications and/or permits development at a substantially higher density exceeding 50% of the density allowed under the current Talbot County zoning classification applicable to the Annexation Property, then in accordance with §4-416 of the Local Government Article of the Code, if Talbot County expressly approves, the Town can place the annexed land in zoning classifications that allow different land uses and/or allows a substantially higher density exceeding 50% of the density allowed under the current Talbot County zoning classification. If required, the classification of the Annexation Property in the Industrial (I) zoning district is contingent upon the Town receiving the express consent of the County prior to the effective date of Ordinance 849. If Ordinance 849 is not enacted before the effective date of this Resolution, or, if as enacted, it contains provisions that are deemed unacceptable to the Petitioner, or, if the parties are unable to agree upon the terms of an Annexation Agreement, the Petitioner shall be free to withdraw this request for annexation by written notice delivered to the Town Clerk before the effective date of this Resolution, and this Resolution shall become null and void.

Section 5. Incorporation of Certain Exhibits. Exhibits A, and B are incorporated into this Resolution and made a part of it.

Section 6. Public Hearing and Public Notice. the Town Council shall conduct a public hearing on this Resolution and upon Ordinance No. 849 on January 20, 2026 at 5:35 p.m. Prior to the hearing, the Town Clerk shall arrange for the publication of a legally sufficient notice of the hearing in *The Star Democrat* for the Town two times at not less than weekly intervals, the date of publication of the last such notice to be at least 15 days prior to the date of the hearing. In addition, on the date of the first publication of the notice of hearing, the Town Clerk shall notify the following persons or agencies of the hearing and shall provide them with a photocopy of the legal notice and this Resolution, including Exhibits:

- (a) the Talbot County Council;

- (b) the Talbot County Planning and Zoning Commission;
- (c) the Maryland Department of Planning; and
- (d) the Critical Area Commission for the Chesapeake and Atlantic Coastal Bays.

Section 7. Registration of Boundaries. Within ten (10) days of the effective date of this Resolution, in accordance with the provisions of §4-414 of the Local Government Article of the Code, the Mayor or other Town designee, shall promptly cause a copy of the resolution with the new municipal boundaries to be sent to:

- (a) the Town Clerk;
- (b) the Clerk of the Circuit Court for Talbot County, Maryland; and
- (c) the Maryland Department of Legislative Services.

Pursuant to §4-414(b) of the Local Government Article of the Code, each such official or agency shall keep this Resolution with the new boundaries on record and make it available for public inspection during regular business hours.

Section 8. Effective Date. This Resolution shall become effective 45 days after final enactment unless a petition for referendum has been filed prior thereto in accordance with §4-408, §4-409, or §4-410 of the Local Government Article of the Code or if a petition for referendum is filed and a majority of the votes are in favor of the annexation resolution, the date upon which the Annexation Resolution becomes effective pursuant to §4-412 of the Local Government Article of the Code. This Resolution shall be deemed “finally enacted” on the date on which the Mayor of the Town of Easton indicates his approval of this Resolution by signing it or when the Town Council overrides the Mayor’s veto hereof in the manner specified in the Town Charter.

Curry	-	_____
Rankin	-	_____
Montgomery	-	_____
Davis	-	_____
Abbatiello	-	_____

I hereby certify that the above Resolution was passed by a yea and nay vote of the Town Council this _____ day of _____, 2026.

Don Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2026.

Kathy M. Ruf, Town Clerk

APPROVED: _____

Date: _____

Megan J.M. Cook, Mayor

EFFECTIVE DATE: _____, 2026.

Lane Engineering, LLC

Established 1986

Civil Engineers • Land Planning • Land Surveyors

15 Washington Street
Cambridge, Maryland 21613
Tel 410-221-0818

117 Bay Street
Easton, Maryland 21601
Tel 410-822-8003
Fax 410-822-2024

354 Pennsylvania Avenue
Centreville, Maryland 21617
Tel 410-758-2095

**ANNEXATION DESCRIPTION
ON THE LANDS OF
NORRIS E. TAYLOR CONTRACTORS, INC.,
JEFFERY H. GOODMAN
AND PATRICIA T. GOODMAN
IN THE FIRST ELECTION DISTRICT
TALBOT COUNTY, MARYLAND**

February 4, 2026

All that piece, parcel or tract of land situate, lying and being in the First Election District, Talbot County, Maryland, and being more particularly described as follows.

Beginning for the same at an iron rod found on the existing Town of Easton boundary, said point also being North 89 degrees 41 minutes 26 seconds West 210.06 from the easterly side of the public right of way known as Ocean Gateway (150-foot-wide right-of-way) as delineated on a plat titled "Annexation 2017 Town of Easton on the lands of JDOLIVER LLC" recorded among the Land Records of Talbot County, Maryland in Plat Book 86, Folio 12, and from said point of beginning and running in the meridian of the Maryland State Coordinate System NAD 83 (2011), and by and with said easterly line of ADBMD, LLC (Liber 3127, Folio 38) lands the following course and distance

(1) North 00 degrees 20 minutes 08 seconds West, 100.30 feet to an iron rod at the northeast corner of said lands of ADBMD, LLC and the southeastern boundary of the lands of ADBMD, LLC (Liber 3009, Folio 252); thence continuing

(2) North 00 degrees 20 minutes 08 seconds West, 133.80 feet to a point on the lands of ADBMD, LLC (Liber 3009, Folio 288) as delineated on a plat titled "Survey on the lands of William J. Yeager" recorded among the aforesaid Land Records in Plat Book 73, Folio 31; thence

(3) South 70 degrees 14 minutes 39 seconds East, 1837.25 feet to a concrete monument on the lands of the State of Maryland; thence running with the lands of the State of Maryland the following three courses and distances

(4) South 32 degrees 40 minutes 21 seconds West, 250.65 feet to a point on the northern side of a 50' wide private right of way "Reagan Drive"; thence

(5) South 32 degrees 32 minutes 12 seconds West, 59.08 feet to a point on the southern side of the aforementioned "Reagan Drive"; thence

(6) South 32 degrees 40 minutes 21 seconds West, 1252.17 feet to a point at the northern edge of a 50' wide public right of way "East Kennedy Street"; thence running with the northern edge of said "East Kennedy Street" the following two courses and distances

(7) North 89 degrees 05 minutes 22 seconds West, 460.00 feet to a point; thence

(8) North 89 degrees 05 minutes 57 seconds West, 49.77 feet to a point on the western side of a 50' wide private right of way "Nixon Drive" and the southeastern corner of the lands of Talbot Commercial Rentals, LLC (Liber 2594, Folio 160) as delineated on a plat titled "Part of the Land of Curtis H. Jones" recorded among the aforesaid Land Records in Plat Book 23, Folio 100; thence with the western side of "Nixon Drive" and the eastern line of said Talbot Commercial Rentals, LLC

(9) North 00 degrees 19 minutes 43 seconds West, 200.00 feet to a point; thence

(10) North 86 degrees 58 minutes 33 seconds West, 100.00 feet to a point; thence

(11) South 00 degrees 15 minutes 33 seconds East, 200.00 feet to a point on the north side of said "East Kennedy Street"; thence

(12) North 88 degrees 25 minutes 14 seconds West, 225.16 feet to a point at the southeastern corner of the lands of CMM Investments, LLC (Liber 1710, Folio 434) as delineated on a plat titled "Revision of Boundary Lines Between the Lands of The Premier Corporation and Norris E. Taylor Contractors, INC." recorded among the aforesaid Land Records in Plat Book 81, Folio 199; thence

(13) North 00 degrees 15 minutes 33 seconds West, 284.25 feet to a point on the south side of the lands of Lighthouse Marine & Engine Service INC. (Liber 958, Folio 901); thence with said lands of Lighthouse Marine & Engine Service INC. for the following two courses

(14) North 89 degrees 44 minutes 27 seconds East, 150.00 feet to a point; thence

(15) North 00 degrees 15 minutes 33 seconds West, 200.00 feet to a point on the south side of the lands of DFE Family Limited Partnership (Liber 2253, Folio 102) as delineated on a plat titled "Part of the Land of Talbot Warehousing INC." recorded among the aforesaid Land Records in Plat Book 1, Folio 66B; thence

(16) North 89 degrees 44 minutes 27 seconds East, 174.52 feet to a concrete monument found on the west side of said "Nixon Drive"; thence crossing said "Nixon Drive"



(17) North 86 degrees 48 minutes 35 seconds East, 49.72 feet to a point on the west side of the lands of United Parcel Service INC. (Liber 2117, Folio 205); thence with the lands of said United Parcel Service INC. for the following five courses

(18) North 89 degrees 39 minutes 32 seconds East, 446.60 feet to a point; thence

(19) North 00 degrees 20 minutes 28 seconds West, 300.00 feet to a point; thence

(20) South 89 degrees 39 minutes 32 seconds West, 291.60 feet to a point; thence

(21) North 00 degrees 20 minutes 28 seconds West, 130.00 feet to a point; thence

(22) South 89 degrees 39 minutes 32 seconds West, 155.00 feet to a point on the east side of said "Nixon Drive; thence crossing said "Nixon Drive"

(23) South 89 degrees 38 minutes 57 seconds West, 49.73 feet to a point on the west side of said "Nixon Drive" and the east side of the lands of said DFE Family Limited Partnership; thence

(24) North 00 degrees 21 minutes 03 seconds West, 114.88 feet to a point on the south side of said "Reagan Drive" and the north side of said lands of DFE Family Limited Partnership; thence

(25) South 89 degrees 55 minutes 27 seconds West, 236.86 feet to a point; thence crossing said "Reagan Drive"

(26) North 00 degrees 04 minutes 33 seconds West, 49.86 feet to a point at the southeast corner of the lands of Sharp Gas INC. (Liber 2044, Folio 492); thence

(27) North 00 degrees 03 minutes 38 seconds West, 99.02 feet to an iron pipe found on the south side of the lands of Kenneth A. Morgan, JR and Emma J. Morgan (Liber 897, Folio 667) as delineated on a plat titled "Map of West Galloway Lot" recorded among the aforesaid Land Records in Plat Book 12, Folio 1; thence with said lands of Kenneth A. Morgan, JR and Emma J. Morgan for the following two courses

(28) North 89 degrees 58 minutes 30 seconds East, 236.56 feet to an iron pipe found; thence

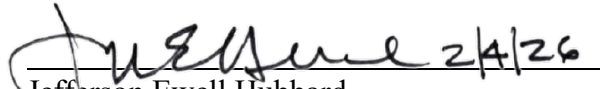
(29) North 00 degrees 29 minutes 35 seconds West, 200.13 feet to an iron pipe found on the south side of said lands of JD Oliver, LLC; thence with said lands of JD Oliver, LLC for the following two courses

(30) North 00 degrees 31 minutes 20 seconds West, 300.00 feet to an iron pipe found; thence

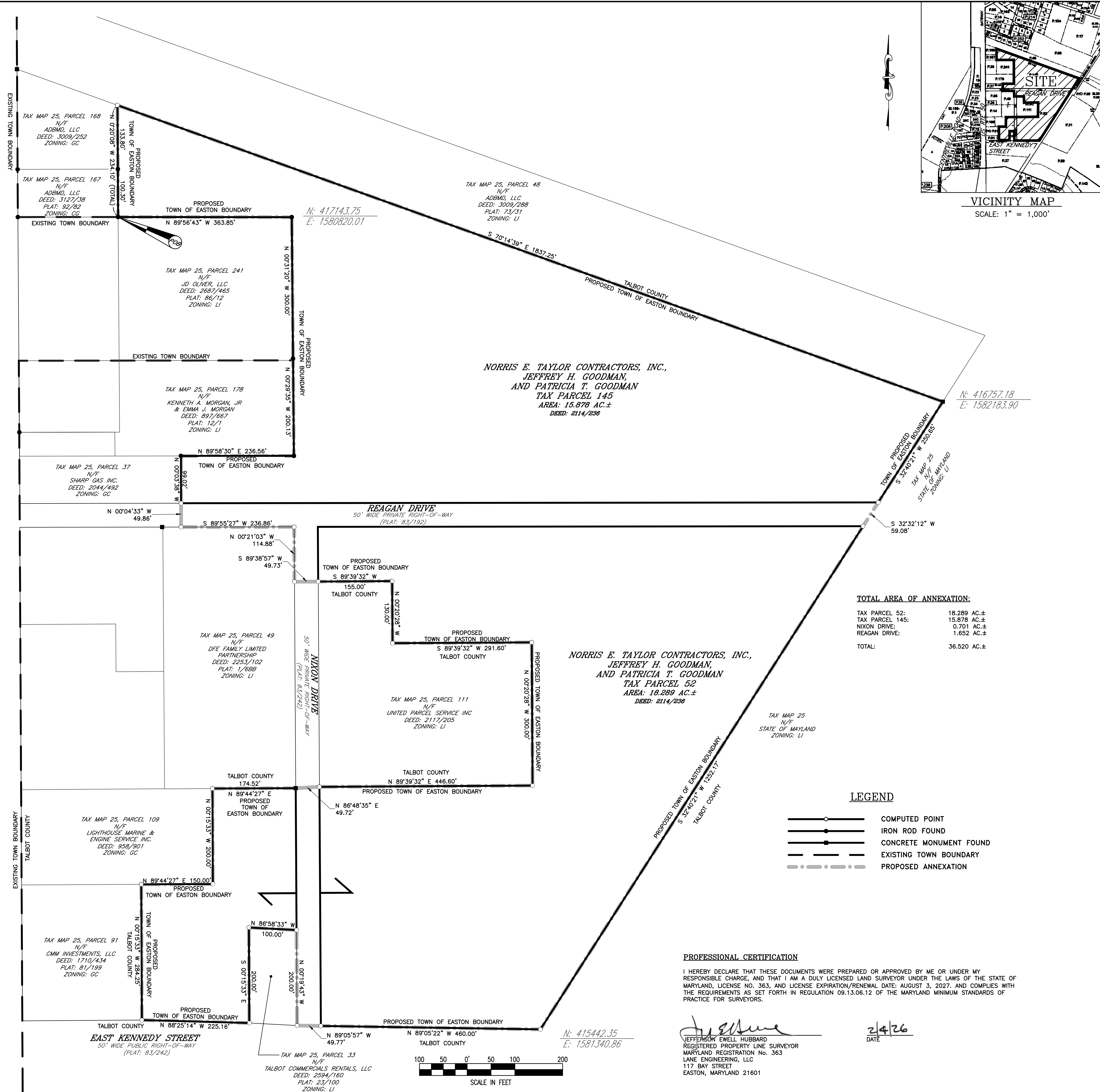
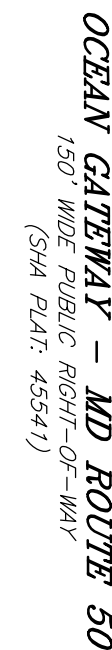
(31) North 89 degrees 56 minutes 43 seconds West, 363.85 feet to the Place of Beginning, containing 36.520 Acres of Land, more or less, and



The above parcel is intended to be all of the same land, as shown as Total Area of Annexation on a plan entitled "Annexation Plat on the lands of Norris E. Taylor Contractors, INC, Jeffery H. Goodman and Patricia T. Goodman" as prepared by Lane Engineering, LLC, on June 25, 2025, I hereby certify that these documents were prepared by me or under my responsible charge and complies with requirements as set forth in regulation 09.13.06.12, and that I am a duly licensed property line surveyor under the laws of the State of Maryland, License No. 363, and, subject to biennial renewal, my current expiration date is August 3, 2027


Jefferson Ewell Hubbard
Registered Property Line Surveyor
Maryland Registration Number 363



[illegible]

Lane Engineering, LLC

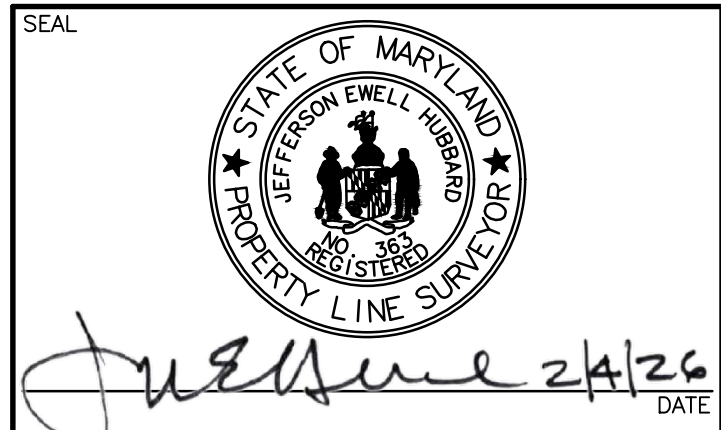
Established 1986

Civil Engineers • Land Planning • Land Surveyors



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117 Bay St. Easton, MD 21601 (410) 822-8003
15 Washington St. Cambridge, MD 21613 (410) 221-0818
354 Pennsylvania Ave. Centerville, MD 21617 (410) 758-2095



ANNEXATION PLAT TOWN OF EASTON

ON THE LANDS OF
NORRIS E. TAYLOR CONTRACTORS, INC.
JEFFREY H. GOODMAN
AND PATRICIA T. GOODMAN
*IN THE FIRST ELECTION DISTRICT
TALBOT COUNTY, MARYLAND*

ISSUED FOR:	DATE:	BY:
AGENCY REVIEW	05/16/25	TWG
AGENCY REVIEW	06/26/25	TWG
AGENCY REVIEW	09/03/25	TWG
AGENCY REVIEW	10/24/25	TWG
EASTON TOWN COUNCIL APPROVAL	02-04-26	TWG

SHEET No. 1 OF 1	DATE: 02-04-26
SCALE: AS NOTED	JOB No. 250085
	FILE No. 1316

EXHIBIT C TO RESOLUTION 6216
ANNEXATION PLAN
2025 ANNEXATION TO THE TOWN OF EASTON OF CERTAIN LANDS LOCATED
ON THE EAST SIDE OF OCEAN GATEWAY/U.S. ROUTE 50, ADJACENT TO EAST
KENNEDY STREET, REAGAN DRIVE AND NIXON DRIVE AND CONSISTING OF
36.520 ACRES OF LAND, MORE OR LESS

In accordance with §4-415 of the Local Government Article of the Annotated Code of Maryland, the Town of Easton hereby sets forth the following Annexation Plan for Resolution No. 6216. Section 4-415 permits amendment of the Annexation Plan during the annexation process.

I. Property. The property proposed for annexation to which this Annexation Plan relates consists of 36.520 acres of land comprised of “TAX PARCEL 52, AREA: 18.289 AC +/- DEED 2114/236 and TAX PARCEL 145, AREA: 15.878 AC +/- DEED 2114/236,” and portions of Nixon Drive and Reagan Drive (the “Annexation Property”) on a plat titled “ANNEXATION PLAT TOWN OF EASTON ON THE LANDS OF NORRIS E. TAYLOR CONTRACTORS, INC., IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND TAX MAP 25, GRID 12 PARCEL 52 & 145”, prepared by Lane Engineering, LLC, originally dated 5/16/2025, revised through 2/4/26 (the “Annexation Plat”), which is Exhibit “A” to Resolution 6216.

II. Land Use Patterns and Plans – Existing and Proposed.

A. The 2016 Talbot County Comprehensive Plan identifies the Annexation Property as “Designated Growth Industrial” and a “Tier II-A Primary Mapped Growth Area, Planned for Sewage”.

The 2010 Town of Easton Comprehensive Plan, as amended (the “Easton Plan”), designates the Annexation Property as a Priority 1 Boundary Refinement Area. (Easton Plan Growth Areas Map). The Municipal Growth Element of the Comprehensive Plan defines Boundary Refinement Areas as areas that in most cases “are already developed in Talbot County and they are deemed appropriate for consideration for annexation during the life of this Plan.” (Easton Plan p. 49). The Easton Plan identifies Priority 1, Boundary Refinement Areas, including the Annexation Property, as areas that are “important to bring . . . into [the] Town.” (Easton Plan p. 257). The Easton Plan was amended in 2016 to incorporate a Sewer Tier Map, in accordance with State law and this map classifies the Property as “Tier II – Planned for Sewer, Municipal or Growth Area.”

B. The pre-annexation Talbot County zoning of the Annexation Property is Limited Industrial which is characterized by low-intensity manufacturing uses. The proposed Industrial (I) zoning district provides areas for industrial and related uses which can operate in a clean and quiet manner.

C. If the Industrial (I) district permits a greater than 50% density than or permits land uses that are not authorized in the County’s Limited Industrial (LI) zone, in accordance with § 4-

416 of the Local Government Article of the Maryland Annotated Code, if the County expressly approves, the Town may place the annexed land in zoning classifications that permit land uses different from the land uses specified under the Talbot County Zoning Ordinance and/or permits a 50% greater density than that allowed under the Talbot County Zoning Ordinance. If required, the Town intends to seek Talbot County's express approval to apply the zoning district proposed. Any future development of the Annexation Property shall be in accordance with the Zoning Ordinance provisions applicable to the Annexation Property at the time of the development.

III. Availability of Land for Public Facilities. Following annexation, the Annexation Property will be served by the Easton public water and sewer systems, which will require extension of those public utility systems. Adequate water and sewer capacity exists within the Town's utility systems to serve existing and future uses of the Annexation Property. Fire and police protection will be provided by the Easton Voluntary Fire Company and the Town of Easton Police Department using existing facilities. The Town's existing public works, fire, police and emergency services facilities, equipment and personnel are adequate to accommodate the Annexation Property at this time. There is no impact on schools, libraries and other recreational services. At this time, no additional land for public facilities on the Annexation Property is considered reasonably necessary.

IV. Extension of Municipal Services (Schedule and Financing).

A. Utility Service. Following annexation, all or portions of the Annexation Property may be served by Town water and sewer for facilities. All such extensions will be completed at the Owner's expense and in accordance with the standards and specifications of the Town.

All applicable Town fees and user rates to cover the costs associated with usage – or consumption-based municipal services, such as water and sewer service shall be charged to the Annexation Property.

B. Roads. The Annexation Property has existing access from East Kennedy Street, which is a Town Street.

C. Fire Protection. The Easton Volunteer Fire Company already provides service to the Annexation Property and will continue to provide such service at the same or similar level of service after annexation. The Fire Company receives substantial financial support from the Town.

D. Police Services. Police Services are currently provided by the Talbot County Sheriff's Department. Upon annexation, the Easton Police Department will extend service to the Annexation Property. Service will be provided using existing personnel and equipment. The costs of these services shall be paid out of the Town's general funds.

Pursuant to Section 4-415(g) of the Local Government Article, amendments to this Annexation Plan shall not be construed amendments to the Annexation Resolution, nor may

they serve in any manner to cause a re-initiation of the annexation procedure related to the property described in Section I.

ORDINANCE NO. 849

AN ORDINANCE OF THE TOWN OF EASTON AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF EASTON TO APPLY THE INDUSTRIAL (I) ZONING DISTRICT TO CERTAIN LOTS OR PARCELS OF LAND ANNEXED TO THE TOWN OF EASTON BY RESOLUTION NO. 6216 LOCATED TO THE EAST OF OCEAN GATEWAY/U.S. ROUTE 50 AND ADJACENT TO EAST KENNEDY STREET, REAGAN DRIVE AND NIXON DRIVE, CONSISTING OF 36.520 ACRES OF LAND, MORE OR LESS

Introduced by: _____

WHEREAS, the Town of Easton (“Town”) is authorized by §§4-416 and 5-213 of the Local Government Article and §4-102 of the Land Use Article of the Maryland Annotated Code (“Code”) to exercise planning and zoning jurisdiction in areas annexed by it and to enact and administer a zoning ordinance, which ordinance is Chapter 28 of the Easton Town Code; and

WHEREAS, the Town is authorized by §4-201 of the Land Use Article of the Code to divide land within the municipal boundaries into zoning districts in a manner it deems best suited to execute the purposes of the Land Use Article; and

WHEREAS, the Town is authorized by §4-204 of the Land Use Article of the Code to amend, supplement, modify or repeal sections of the zoning ordinance; and

WHEREAS, the Town has acted pursuant to its authority under §4-401 *et. seq.* of the Local Government Article of the Code to introduce Resolution No. 6216 (the “Resolution”) to expand its municipal boundaries by annexing lands adjacent to the present Town. The area proposed for annexation is generally located on the east side of Ocean Gateway/U.S. Route 50, adjacent to East Kennedy Street, Reagan Drive and Nixon Drive, consisting of 36.520 acres of land, more or less, which parcel is shown and depicted as “TAX PARCEL 52 AREA 18.289 AC. +/-”, “TAX PARCEL 145 AREA 15.878 AC. +/-” and portions of Nixon Drive and Reagan Drive (the “Annexation Property”) on a plat titled “ANNEXATION PLAT ON THE LANDS OF NORRIS E. TAYLOR CONTRACTORS, INC. IN THE FIRST ELECTION DISTRICT OF

TALBOT COUNTY, MARYLAND TAX MAP 25, GRID 12 PARCELS 52 & 145”, prepared by Lane Engineering, LLC, originally dated 5/16/25, revised through 2/4/26 (the “Annexation Plat”), which is Exhibit “A” to this Ordinance; and

WHEREAS, the Town Planning Commission considered the annexation and zoning requests during its public meeting on November 20, 2025 and recommended that if the Town annexes the Annexation Property, it zone such land Industrial (I);

WHEREAS, the Easton Town Council finds that it is in the best interest of the Town to amend the Official Zoning Map of the Town to include the Annexation Property and to establish Industrial (I) zoning for the Property; and

WHEREAS, the Easton Town Council held a duly noticed public hearing on this Ordinance on Tuesday, January 20, 2026.

Now, therefore, the Town of Easton hereby ordains as follows:

Section 1. Incorporation. The Annexation Plat attached hereto as Exhibit A is incorporated herein by reference.

Section 2. Modification of Official Zoning Map Boundaries and Designation of Zoning. The Official Zoning Map of the Town of Easton is hereby amended to add that certain parcels or tracts of land annexed pursuant to the Annexation Resolution and designated by the plat attached hereto as Exhibit A. The Property shall be assigned classification of Industrial (I). In accordance with Section 28-107 of the Zoning Ordinance, the amendment shall be made on the Official Zoning Map promptly after the effective date of this Ordinance by the Easton Town Council.

Section 3. County Zoning Consent. The County zoning for the property is Limited Industrial (LI). If the proposed Industrial (I) zoning classification permits land uses that are

different from the land uses allowed under the current County zoning classifications applicable to the Annexation Property and/or allows a density greater than 50% of the density allowed under the current Talbot County zoning classification, then in accordance with §4-416 of the Local Government Article of the Code, if Talbot County expressly approves, the Town can place the annexed land in zoning classifications that allow different land uses and/or allows a density greater than 50% of the density allowed under the current Talbot County zoning classification applied to the Annexation Property. Without the express approval of the County, no development may occur on the property for land uses different from those allowed under the current County zoning classifications applicable to the Annexation Property and/or allows a density greater than 50% of the density allowed under the current Talbot County zoning classification for a period of five (5) years. If required, the classification of the Annexation Property in Industrial (I) zoning district is contingent upon the Town receiving the express consent of the County prior to the effective date of this Ordinance or the expiration of the five (5) year period.

Section 4. Survival. Except as amended herein, the remainder of the Official Zoning Map and the remaining terms of existing ordinances shall remain in full force and effect.

Section 5. Effective Date. In accordance with §4-416 of the Local Government Article of the Code, §4-203 of the Land Use Article of the Code and Article II, Section 9 of the Easton Town Charter, this Ordinance shall become effective upon the later of: (a) the effective date of the Resolution pursuant to which the land area that is the subject of this Ordinance is annexed to the Town of Easton, (b) ten (10) days after the Town Council's public hearing on this Ordinance, (c) twenty (20) calendar days after the approval by the Mayor or passage of this Ordinance by the Council over the Mayor's veto.

Section 6. Severability. The Easton Town Council intends that, if a court of competent jurisdiction issues a final decision holding that any part of this ordinance is invalid, the remaining provisions hereof remain in full force and effect.

Curry -
Rankin -
Montgomery -
Davis -
Abbatiello -

I hereby certify that the above Ordinance was passed by a ye and nay vote of the Council this _____ day of _____, 2026.

Don A. Abbatiello, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2026.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____

Megan J. M. Cook, Mayor

EFFECTIVE DATE: _____, 2026.

ANNEXATION AND PUBLIC FACILITIES AGREEMENT

THIS ANNEXATION AND PUBLIC FACILITIES AGREEMENT (“Agreement”) made this _____ day of _____, 2026, by the TOWN OF EASTON, a Maryland municipal corporation (“Town”) and **NORRIS E. TAYLOR CONTRACTORS, INC. a Maryland Corporation, JEFFREY H. GOODMAN, and PATRICIA T. GOODMAN** (collectively “Petitioner”). Herein, the Town and Petitioner are each a “Party” and collectively, the “Parties”.

RECITALS

The Recitals set forth herein, to the extent that they set forth the intentions of or commitments by the Parties, are enforceable provisions of this Agreement.

A. Petitioner is the fee simple owner of parcels of land designated as Parcel 52, Parcel 145, and portions of Nixon Drive and Reagan Drive on Talbot County Tax Map 25, which is located along the east side of Ocean Gateway, Route 50 in Easton, Maryland. Such parcels total 36.520 acres, more or less, and is referred to herein as the “Annexation Property”

B. The Annexation Property is contiguous and adjacent to the present corporate boundary of the Town. The Annexation Property is more particularly shown and depicted as “TAX PARCEL 52, AREA: 18.289 AC +/- DEED 2114/236”, “TAX PARCEL 145, AREA 15.878 AC +/- DEED 2114/236”, and portions of Nixon Drive and Reagan Drive (the “Annexation Property”) on a plat entitled “ANNEXATION PLAT TOWN OF EASTON ON THE LANDS OF NORRIS E. TAYLOR CONTRACTORS, INC., IN THE FIRST ELECTION DISTRICT TALBOT COUNTY, MARYLAND TAX MAP 25, GRID 12, PARCEL 52 & 145,” prepared by Lane Engineering, LLC, originally dated May 16, 2025, revised through Feb. 4, 2026 (“Annexation Plat”), which plat is incorporated herein and a reduced scale copy of which is attached hereto as Exhibit A. The Annexation Property is also more particularly described by metes, bounds, courses and distances by a legal description (“Annexation Description”) dated Feb. 4, 2026, prepared by Lane Engineering, LLC entitled “ANNEXATION DESCRIPTION ON THE LANDS OF NORRIS E. TAYLOR CONTRACTORS, INC., JEFFREY H. GOODMAN AND PATRICIA T. GOODMAN IN THE FIRST DISTRICT TALBOT COUNTY, MARYLAND”, which is attached hereto as Exhibit B.

C. In order to effectuate the annexation of the Annexation Property, Petitioner executed and submitted to the Town a Petition for Annexation of the Annexation Property (“Annexation Petition”). Petitioner constitutes the owner of one hundred percent (100%) of the assessed valuation of the Annexation Property. There are no registered voters in Talbot County who reside on the Annexation Property.

D. The 2010 Town of Easton Comprehensive Plan, as amended (the “Easton Plan”), designates the Annexation Property as a Priority 1 Boundary Refinement Area. (Easton Plan Growth Areas Map). The Municipal Growth Element of the Comprehensive Plan defines Boundary Refinement Areas as areas that in most cases “are already developed in Talbot County and they are deemed appropriate

for consideration for annexation during the life of this Plan.” (Easton Plan p. 49). The Easton Plan identifies Priority 1, Boundary Refinement Areas, including the Annexation Property, as areas that are “important to bring ... into [the] Town.” (Easton Plan p. 257). The Easton Plan was amended in 2016 to incorporate a Sewer Tier Map, in accordance with State law and this map classifies the Property as “Tier II – Planned for Sewer, Municipal or Growth Area.”

E. The Comprehensive Plan more specifically explains that the “Priority 1 – Boundary Refinement” designation on the Growth Area Map is applied to areas that:

“... are not presently within the Town of Easton but should be ... Generally these consist of already developed areas like Crofton, Old Stoney Ridge, Old Beechwood, and most of Easton Point. They have long ago been developed under Talbot County Rules and regulations and have increasingly become surrounded by properties developed under Town of Easton guidelines. To virtually any outsider, these areas would be assumed to currently be in the Town of Easton corporate limits. It is important to bring these areas into Town for at least three reasons. First, all of these areas are served by septic systems and most utilize individual private wells for water. This is both potentially environmentally damaging and inefficient given the relative close proximity and availability of Town water and sewer.

The Second reason these properties should be in the Town of Easton is that given their location, they enjoy many of the conveniences of being in Town without paying a fair share. Finally, from the Town’s perspective the most important reason these areas should be in Town is that they preclude the Town’s ability to grow in the future. This is due to the fact that Maryland annexation law makes it illegal to create an enclave or island of unincorporated land surrounded by a municipality. Thus, when such areas exist, they have the short-term effect of causing some rather strange Town boundaries as developers annex in such a way as to technically comply with this requirement. The long-term effect is that growth is stopped in a given direction.”

F. The Petitioner requested the establishment of Industrial (I) zoning for the Annexation Property. The proposed Industrial (I) Town zoning is supported by the Town Comprehensive Plan, which recognizes the need to retain and expand existing businesses and notes the importance of providing employment opportunities to community residents. Connection of public utilities to and rezoning of the Annexation Property will facilitate investment in these properties through development and improvement.

G. The Town desires to provide access to municipal services for areas located immediately adjacent to the municipal boundary, to control the growth that will occur adjacent to its boundaries, and to ensure that such growth enhances the character of the Town and that the impacts of such growth are managed for the benefit of the Town and its citizens.

H. The Town is willing to annex the Annexation Property, provided that the Petitioner agrees to adhere to the laws, ordinances and regulations of the Town and such other provisions set forth herein regarding the use and development of the Annexation Property.

I. Appropriate and required Town public hearings have been held pursuant to applicable law and the Easton Town Council voted to adopt Annexation Resolution No. 6216 on _____, _____, 2026, a copy of which is attached hereto as Exhibit C.

J. Petitioner and the Town desire to set forth the terms and conditions of the proposed annexation.

NOW, THEREFORE, in consideration of the mutual interests, provisions and covenants, agreements, and undertakings set forth herein, the sufficiency of which is expressly acknowledged, Petitioner and the Town mutually agree as follows:

1. **Property; Town Taxes.** The Annexation Property was annexed pursuant to the Annexation Resolution. The Annexation Agreement shall apply to, run with and bind the Annexation Property. The Annexation Property shall be subject to all applicable Town taxes, unless otherwise exempt.

2. **Zoning Upon Annexation.**

2.1. **Existing Uses.** Except as provided herein, Petitioner and the Town agree that all existing land uses, lots and structures, whether permitted, accessory, conforming, non-conforming, or special exceptions, currently made in and upon the Annexation Property may continue following annexation subject to the Minimum Property Maintenance Standards of the Easton Town Code and subject to the provisions regarding non-conforming uses contained in the Town Zoning Ordinance.

2.2. **Zoning.** Simultaneously with the filing of the Annexation Petition, Petitioner requested that the Town adopt an ordinance to: (i) amend the official Town zoning map to include the Annexation Property and (ii) apply the Industrial (I) zoning district to the Annexation Property. The Town adopted Ordinance No. 849, a copy of which is attached hereto as Exhibit D, on _____, 2026.

3. **Future Uses of Annexation Property.** Petitioner hereby acknowledges and agrees that any future development of the Annexation Property must comply with applicable zoning and approval processes of the Town. Development must also comply with development impact fee ordinances of the Town and County, as applicable. Nothing herein shall, in any way, constitute a development approval of a specific project or a waiver of any associated fees. Petitioner also acknowledges that it must comply with any applicable noise or disturbing the peace standards that are applicable within the Town of Easton as they currently exist or are enacted or are enacted in the future.

4. **Public Services and Improvements.** The following provisions, at a minimum, will govern the obligations of the Parties with respect to public services and improvements. Notwithstanding anything herein to the contrary, this Agreement shall not preclude, limit or otherwise affect the ability of the Petitioner to propose and enter into development impact fee credit agreement(s) with the Town and/or County.

4.1 Standards for Public Improvements; Equality of Exactions. Petitioner agrees to comply with the Town's design standards and requirements in effect at the time of construction ("Town Standards") with respect to any public improvements or infrastructure to be owned and maintained by the Town, such as roads, streets and alleys, curbs and gutters, sidewalks, and water, sewer and stormwater drainage systems. Petitioner, if undertaking such work, shall cause all work on the improvements to be completed in a good and workmanlike manner and with due dispatch. Where the construction and installation of any improvement requires the consent, permission, or approval of any public agency or private party, should Petitioner propose construction or installation, Petitioner shall promptly file all applications, enter into all agreements, post all security, pay all fees and costs, and otherwise take all steps that may be legally required to obtain such consent, permission or approval.

4.1.1 Nixon Drive. Part of Nixon Drive is not within the Town of Easton. Therefore, Nixon Drive shall remain a private road. For the portions within the Town limits, Nixon Drive shall be brought up to Town standards (including streetlights) prior to any building permit being issued for the Property. For the portions that are not within the Town limits, at a minimum, the Petitioners shall repair and mill and overlay the asphalt surface.

4.1.2. Reagan Drive. Reagan Drive shall be improved to Town standards (including street lights and street trees) similar to TOE-R.2.03 including a 70 ft right of way and conveyed to the Town of Easton with an acceptable turnaround at the eastern end of the street prior to any building permits being issued for the Property. Improvements to Reagan Drive shall include the portion of Reagan Drive between U.S. Route 50 and the proposed annexation boundary. Reagan Drive pavement shall be cored to confirm the pavement section is consistent with Town Detail TOE-R-1.01.

4.1.3. Flemmings Siding Road. Flemmings Siding Road is not within the Town of Easton. However, it is anticipated that as the property develops, an additional means of ingress and egress will be needed. Subject to approval by Talbot County, the Developer shall improve Flemmings Siding Road from the Property to its intersection with Black Dog Alley, in accordance with applicable Town and County standards. Provided that approval from Talbot County has been obtained, the vehicular connection shall be built and the road improved before a building permit is obtained for any lot after half of the lots are developed (i.e. if the subdivision has 10 lots, the road shall be improved before a building permit is obtained for the 6th lot). If the approval from Talbot County has not been obtained prior to a building permit being applied for a lot after half of the lots are developed, then the Applicant shall be required to continue to keep a bond in place to cover the cost of construction of the improvements until such time as the approval from Talbot County has been obtained and the road connection constructed to the Town's satisfaction.

4.2. Provision of Public Services; Reservation and Allocation of Water and Sewer Capacity. The Town further represents, subject to the obligations of Petitioner set forth in this Section 4, that it will support existing uses and propose redevelopment of the Annexation Property by providing all necessary municipal services required by the Annexation Property, including, but not limited to, adequate water, sewer, gas, data/communication and electric (if

applicable) services through Easton Utilities, fire and police protection, garbage collection and other municipal services generally available to Town residents subject to applicable Town fees and tariffs and other costs in effect at the time services is rendered, unless otherwise agreed between the Town and Petitioner.

With regard to water and wastewater allocation, the Town guarantees, covenants and warrants that it will not set any policy, position or course of action that is detrimental to existing use or development of the Annexation Property provided that development is consistent with other applicable Town regulations and standards. These covenants notwithstanding and subject to limitations established by any subsequent development rights and responsibilities agreement(s), the Parties understand and agree that the Town, if otherwise authorized by law, may enact future ordinances, charter provisions, or amendments deemed necessary to protect the public health, safety and welfare of the citizens of the Town and said ordinances, charter provisions, or amendments shall apply to the use and development of the Annexation Property, provided such application does not interfere with Petitioner's vested rights. Nothing in this Agreement shall entitle or obligate the Town through the Easton Utilities Commission ("EUC") to provide electric service to any portion of the Annexation Property located outside of its authorized service area.

Petitioner acknowledges and agrees that no public water or wastewater capacity for existing uses or redevelopment of any portion of the Annexation Property shall be allocated or reserved by EUC unless and until the owner of the parcel(s) for which capacity is desired pays to EUC the capital charges applicable for such allocation or reservation under the then-applicable water and wastewater tariffs. Notwithstanding any provision herein to the contrary, Petitioner shall not be obligated to pay such capital charges or connect the Annexation Property to the Town water or wastewater systems unless and until the occurrence of the earlier of: (i) election by Petitioner to connect to such systems, (ii) issuance by the Talbot County Health Department or Maryland Department of the Environment of a final, non-appealable order requiring connection of the Annexation Property to such systems, (iii) expansion of existing improvements or redevelopment of the Annexation Property in a manner that requires capacity in excess of the capacity of the existing septic System on such property, or (iv) replacement of an existing septic system on the Annexation Property is required for any reason.

4.3. Public Utility Improvements and Extensions. Except as provided herein, to the extent that extensions of public utilities will be necessary to meet the utility service requirements within the Annexation Property, Petitioner will design and construct or cause to be constructed, at its sole expense including charges provided for in the applicable tariff(s) in effect at the time of service is rendered, such lighting, gas, cable, electric (if applicable) and public water and sanitary sewer utility extensions, including water and sewer mains, trunk lines, fire hydrants and appurtenant facilities, required or imposed to serve development, redevelopment or other actions on the Annexation Property in accordance with the standards and specifications of the Town and Easton Utilities. Upon completion of construction and satisfactory inspection in accordance with Town Standards, the Town shall assume the ownership and on-going operation and maintenance of these facilities in accordance with Town ownership and maintenance policies or pursuant to the terms of a development rights and responsibilities agreement.

4.3.1. Wastewater Improvements.

A. *Connection of Annexation Property.* Annexation shall be effective before any connection to the Town's collection system will be permitted.

B. *Available Capacity.* Sewer capacity to the Annexation Property is available to accommodate current uses, subject to the provisions of Section 4.2. Additional capacity for future uses may be available subject to analysis of the available capacity and approval by EUC at the time a development is proposed. At the time of annexation, the Petitioner shall be assessed the cost of one (1) EDU per parcel.

C. *Service Configuration.* Town sewer service will be available to the Annexation Property. The Annexation Property shall construct a new gravity sewer main to a new pump station located near Chapel Road, Easton extended to the Annexation Property. The size of the sewer service will be based on the anticipated flow demands of the Annexation Property being fully developed as permitted, and the flow demands of adjacent properties currently not being served. Petitioner shall be responsible for all costs associated with the design and construction of the new gravity sewer main, including; taps to the main, service to the property line, new pump station, and repairs to public infrastructure disturbed with the installation of the new sewer service.

D. *Future Extension of Service.* The Town anticipates that additional properties, currently developed and undeveloped, along Route 50, and in the vicinity of East Kennedy Street, will connect to the new service extending from Chapel Road. The Petitioner will be reimbursed by Easton Utilities for the difference between, the cost to serve the Petitioners development and the increase in cost due to the additional capacity required to serve the future connecting parcels. The additional properties shall bear the expense of extending lines from the new gravity sewer main installed by Petitioner to the additional properties. The design and size of such extensions shall be approved by the Town. This paragraph is not intended to give the Petitioners any oversight over the design, approval or extension of services to other properties. It is only intended to recognize that Petitioner is entitled to reimbursement from Easton Utilities for infrastructure for which it advanced the costs.

4.3.2. Water Improvements.

A. *Connection of Annexation Property.* Annexation shall be effective before any connections to the Town's water system will be permitted. Prior to any connection to the EUC water system, the structure to be connected to the water system shall be physically disconnected by a minimum of five (5) feet from any other source of water.

B. *Available Capacity.* Water capacity to the Annexation Property is available to accommodate current uses, subject to the provisions of Section 4.2. Additional water service for future demands may be provided subject to an analysis of the capacity of the existing water main and approval by EUC at the time a development plan is proposed.

C. Service Configuration. Town water service will be available to the Annexation Property. The Annexation Property shall construct a watermain from Chapel Road, Easton to the watermain located on U.S. Route 50 at the property currently owned by JD Oliver, LLC. The water service will be connected to the watermain. The size of the water service will be based on the current or approved flow demands of the Annexation Property. Petitioner shall be responsible for all costs associated with the design and construction of the watermain, including fire hydrants, valves, and fittings, individual water service to the EUC public water main, including; taps to the water main, service to the property line, curb stops, water meter installation.

4.4. Easements and Rights-of-Ways. Petitioner hereby agrees to grant to the Town upon request, at no cost, rights-of-way or easements within ten (10) feet of the exterior boundaries of the Annexation Property in the event that such rights-of-way or easements shall be necessary for the installation, maintenance, replacement and/or removal of public utilities and roads in accordance with the provisions of this Section 4. Utility easements shall be free of obstructions and drainage features such as swales. Norris E. Taylor Contractors, Inc. agrees to grant to the Town upon request at no cost, rights-of-way or easements, with a width of not less than 25', across its land adjacent to Chapel Road if necessary to provide utility service to the Annexation Property. The location of such right-of-way or easements shall be subject to the prior approval of Norris E. Taylor Contractors, Inc.

4.5. Public Works Agreements. If required by the Town, should Petitioner propose to develop the Annexation Property, Petitioner and Town shall enter into one or more public works agreements that provide more detailed provisions regarding the construction of all required improvements and extension of public utilities and which shall be in a form reasonably acceptable to the Town Attorney.

4.6. Amendment of Comprehensive Water and Sewer Plan. Petitioner and the Town agree and acknowledge that it may be necessary to amend the County Comprehensive Water and Sewer Plan before Petitioner undertakes the water and sewer facilities improvements and the Town extends water and sewer services to the Annexation Property. Petitioner and Town agree to cooperate to apply for and obtain any amendments to the Talbot County Comprehensive Water and Sewer Plan as may be required.

5. Easement for Rails to Trails. In addition to any other easement provided for in this Agreement or required by the Town development approval process, Petitioner agrees to grant to the Town a 20-foot wide easement for a Rails to Trails running along the southeast property line adjoining the State's railroad right of way.

6. Development Restrictions. The following development standards are in addition to any other standards applicable in the Town of Easton. In the event of a conflict between these standards and other Town standards, the more restrictive provision shall control.

6.1. Traffic Impact Analysis. As part of the subdivision process, the Petitioner shall submit a Traffic Impact Analysis (TIA) prepared by a qualified engineer. The scope of the TIA, including the specific intersections to be evaluated and the peak times of day to evaluate,

shall be determined by the Town Engineer based on standard professional practices. Development shall be permitted on the Property provided that the Petitioner demonstrates that the nearby intersections will maintain its current level of service with no degradation to the level of service (If LOS B, it must remain at least a LOS B) upon full build-out. If the TIA indicates that development would cause intersections to fall below its current level of service, or if the intersection is already performing below LOS C, the Petitioner shall be required to implement, or provide a proportionate financial contribution toward, the improvements necessary to mitigate the project's specific impact and bring the level of service to the higher of the current level of service or LOS C. Once an improvement is completed or a mitigation fee is paid for a specific phase, that portion of the development shall be considered in compliance with this paragraph.

6.2. Exterior Materials. Building finish shall be applied to all sides of a building which are visible to the general public, as well as from neighboring lots and streets. For building elevations visible from a public road, at least twenty five percent (25%) of the façade shall consist of premium materials (brick, decorative stone, architectural glass, etc.)

6.3. Parking. The owner of each lot shall provide adequate parking on such lot. Parking for employees and company vehicles shall be in the side and or back of the property. Patron parking may be in the front of the property. Parking areas shall be paved with asphalt, concrete or pervious pavers. All parking areas shall be screened from view as much as possible by depressing grades, the use of landscaping and/or by earth berms. All loading docks shall be located on the rear or side of the building and screened from view so that trucks using such docks shall not be readily visible from public streets.

6.4. Landscaping. All open areas on each lot not occupied by buildings and paved areas shall be suitably graded and drained and shall be landscaped with lawns, trees, shrubs, and flower beds. Within each lot, the net landscaped area shall be no less than twelve and one-half percent (12.5%) of the lot area. Natural vegetation shall be retained to the greatest extent possible.

6.5. Subdivision. The Property shall be subdivided pursuant to the Town of Easton Subdivision Regulations into no fewer than ten (10) industrial lots of approximately equal size (the smallest lot shall be at least 50% of the acreage of the largest lot) similar to the draft Subdivision Plat attached hereto as Exhibit E. The inclusion of the Subdivision Plat shall not be considered a formal approval of the Subdivision Plat. However, it is intended to show a representation of what a subdivision of the Property can be. No buyer may purchase more than two (2) lots of the subdivision to be combined into one larger lot or to be used together for the same business.

7. Development Timing. Petitioner agrees not to sell or lease any lots that are part of the Property for a period of three (3) years.

8. Traffic Study Contribution. In addition to any traffic study required as part of the development or subdivision of the Property, the Petitioner agrees to make a monetary contribution of Thirty Thousand Dollars (\$30,000) to the Town to be used for a traffic study or

studies around Town. Such contribution shall be made within sixty (60) days of the effective date of the annexation of the Property.

9. **Affordable Housing Contribution.** In recognition that the industrial users for the Property will require housing for its employees, Petitioners agree to make a contribution to the Easton Affordable Housing Fund in the amount of Ten Thousand Dollars (\$10,000) per lot. Such contribution shall be paid at the time of building permit application for each lot.

10. **Mutual Assistance.** The parties shall do all things reasonably necessary or appropriate to carry out and to expedite the terms and provisions of this Agreement and to aid and assist each other in carrying out the terms and provisions of this Agreement and the intentions of the Parties as reflected by said terms including, without limitation, the giving of such notices, the holding of such public hearings, the enactment by the Town of such resolutions and ordinances and the taking of such other actions as may be necessary to enable the Parties' compliance with the terms and provisions of this Agreement and as may be necessary to give effect to the terms and objectives of this Agreement and the intentions of the Parties as reflected by said terms.

Petitioner and the Town agree to promptly execute all permit applications needed by Petitioner for permits or approvals from Federal, State or County agencies and departments or any other public or private agencies from whom a permit is required to develop such Petitioner's portion of the Annexation Property, provided that such permit applications are prepared in accordance with applicable laws, ordinances, rules, and regulations and consistent with development approvals granted by the Town for the Annexation Property. The Parties each further agree to cooperate in the securing of such permits or approvals from such agencies. Nothing in this Agreement shall require the Town to vary, deviate, or depart from applicable rules, regulations, or standards in processing any permit, application, or in issuing any approval. All such rules, regulations, and standards shall remain in full force and effect.

11. **Notices.** All notices and other communication in connection with this Agreement shall be in writing and shall be deemed delivered to the addressee thereof (1) when delivered in person on a business day at the address set forth below; (2) on the third business day after being deposited in any main or branch United States post office, for delivery by properly addressed, postage prepaid certified or registered mail, return receipt requested, at the address set forth below; or (3) by a nationally-recognized delivery service company to the street address with written proof of delivery. Notices and communications to the Petitioner shall be addressed to, and delivered at, the following addresses:

Norris E. Taylor Contractors, Inc.
Jeffrey H. Goodman
Patricia T. Goodman
c/o Jeffrey H. Goodman
9397 Mt. Vernon Circle
Alexandria, VA 22309

With a copy to:
Michael J. Kopen, Esquire
8 Goldsborough Street
Easton, MD 21601

Notices and communications to the Town shall be addressed to, and delivered at, the following addresses:

Town of Easton
14 S. Harrison Street
Easton, MD 21601
Attn: Mayor

With a copy to:
Sharon M. VanEmburch, Esquire
Ewing, Dietz, Fountain & Kaludis,
16 South Washington Street
Easton, MD 21601

12. **Other Provisions.**

12.1. Applicable Law. It is the intention of the parties that all questions with respect to the construction of this Agreement and rights and liabilities of the Parties hereunder shall be determined in accordance with the laws of the State of Maryland.

12.2. Scope of Agreement. This Agreement is not intended to limit the exercise of police powers of the Town or to limit the operation of the Town government, or to guarantee the outcome of any administrative process. Unless otherwise specifically provided in writing in this Agreement or any other subsequent agreement, this Agreement shall be subject to all properly enacted laws, and properly adopted governmental regulations, now or hereafter existing and applicable. This Agreement shall not be rendered invalid by reason of the enactment or amendment of any law or the adoption or amendment of any regulation, which law or regulation is either (1) enacted or adopted in the exercise of governmental power for a valid governmental purpose; (2) enacted or adopted by the Town as the result of a mandate by the State of Maryland or the U.S. Government; or (3) applicable to both the Annexation Property and to similarly situated property located outside the Town in Talbot County.

12.3. Entire Agreement. Except as specifically provided herein, this Agreement embodies and constitutes the entire understanding between the Parties with respect to the transactions contemplated herein, and all prior or contemporaneous agreements, understandings, representations and statements, oral or written, are merged into this Agreement.

12.4. Estoppel. The Parties to this Agreement agree not to challenge or contest, and waive any right to challenge or contest, in any legal or equitable proceeding, in any forum whatsoever, the validity, legality, or enforceability of this Agreement, or any of its provisions, terms or conditions.

12.5. Waiver of Breaches. No waiver of any contingency or the breach of any of the terms or provisions of this document shall be a waiver of any other contingency or proceeding or succeeding breach of this document or any provision hereof.

12.6. Project as a Private Undertaking. It is understood and agreed by and between the Parties that the development or redevelopment of the Annexation Property is a private undertaking, that neither the Town nor Petitioner is acting as the agent of any other party in any respect hereunder, and that each Party is an independent contracting entity with respect to

the provisions of this Agreement. No partnership, joint venture or other association of any kind is formed by this Agreement.

12.7. Modification. Neither this Agreement nor any provision hereof may be waived, modified, amended, discharged or terminated except by an instrument in writing signed by the party against which the enforcement of such waiver, modification, amendment, discharge or termination is sought, and then only to the extent set forth in such instrument. No such modification shall be binding on the other Party hereto nor affect their rights under this Agreement as to any other Party without such Party's written consent.

12.8. Headings. Descriptive headings are for convenience only and shall not control or affect the meaning or construction of any provision of this Agreement.

12.9. Binding Effect. The terms of this Agreement shall be binding upon and shall inure to the benefit of the Parties, any successor municipal authorities of the Town and successor owners of record of the Annexation Property, it being expressly understood and agreed that this Agreement shall be assignable, in whole or in part, by Petitioner, with respect to its portion of the Annexation Property, without the consent of the Town, any of its elected officials, employees or agents. Notwithstanding the foregoing, any transfer of all or a portion of the Annexation Property shall be subject to the terms of this Agreement.

Except with respect to Section 7.17, Petitioner's obligations hereunder shall be contingent upon annexation of the Annexation Property and establishment of the Town zoning described by Section 2.2., and shall not constitute personal obligations independent of ownership of the Annexation Property.

12.10. No Third-Party Beneficiaries. This Agreement shall not confer any rights or remedies upon any person other than the Parties hereto and their respective successors and assigns as permitted and limited by this Agreement. It is expressly agreed by all parties that the owner or successor owner of a portion of the Annexation Property shall have no contractual rights by virtue of this Agreement to control, approve or otherwise direct the size, density, proposed use, style, arrangement, timing, phasing or any other aspect of development of the remainder of the Annexation Property that it does not own.

12.11. Severability. The Parties intend that should any provision, covenant, agreement, or portion of this Agreement or its application to any person, entity, or property be held invalid by a court of competent jurisdiction, the remaining provisions of this Agreement and the validity, enforceability, and application to any person, entity, or property shall not be impaired thereby, but such remaining provisions shall be interpreted, applied and enforced so as to achieve, as near as may be, the purpose and intent of this Agreement to the greatest extent permitted by applicable law.

12.12. Enforceability. This Agreement shall be specifically enforceable in any court of competent jurisdiction by either Party hereto by any appropriate action or suit at law or in equity to secure the performance of the covenants herein contained.

12.13. Survival. The terms and conditions of this Agreement shall survive the effective date of the Annexation Resolution and shall not be merged or expunged by the annexation of the Annexation Property or any part thereof by the Town.

12.14. Exhibits. Each exhibit referred to herein or affixed hereto shall constitute a part of this Agreement and be incorporated herein by reference:

Exhibit A – Reduced-scale copy of the Annexation Plat
Exhibit B – Legal Description;
Exhibit C – Town Annexation Resolution No.6216; and
Exhibit D – Town Ordinance No. 849
Exhibit E – Draft Subdivision Plat

12.15. Time. Time is of the essence of this Agreement and of each and every provision thereof.

12.16. Town's Annexation Action. This Agreement memorializes the Town's approval of the annexation and the negotiated terms thereof, as approved by the Town during its meeting on _____, 2026.

12.17. Annexation Fees. Petitioner shall be responsible for fees and expenses incurred by the Town of Easton associated with the annexation process, including, but not limited to, legal fees, engineering fees, consulting fees, and advertising expenses, as described herein. Such fees shall include fees from third parties employed by the Town. Petitioner paid the annexation fee of \$15,000.00 with its filing of the annexation petition ("Annexation Fee"). The Annexation Fee shall be applied as a credit to the fees and expenses incurred by the Town in connection with annexation of the Annexation Property.

12.18. Mutual Drafting; No Presumption. The drafting and negotiation of this Agreement has been undertaken by the Parties hereto and their respective counsel. For all purposes, the Agreement shall be deemed to have been drafted jointly by the Parties with no presumption in favor of one Party over another in the event of any ambiguity.

12.19. Remedies. The remedies set forth in the Agreement are in addition to, and not in lieu of, any other rights or remedies available to the Parties in law or equity.

IN WITNESS WHEREOF, the Parties have executed and sealed this Agreement as of the day and year first above written, provided, however, that for the purposes of determining the date hereof, as used in this Agreement, such date shall be the last date any Party hereto executes this Agreement.

WITNESS:

TOWN OF EASTON

Kathy M. Ruf, Town Clerk

By: _____
Megan J.M. Cook, Mayor

STATE OF MARYLAND, COUNTY OF _____, TO WIT:

I HEREBY CERTIFY, that on this _____ day of _____, 2026, before me, a Notary Public of the State aforesaid, personally appeared **MEGAN J. M. COOK**, who acknowledged herself to be the Mayor of the town of Easton, a Maryland municipal corporation, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Annexation Agreement, and acknowledged that she executed the same for the purposes therein contained as the fully authorized agent of said Town of Easton.

WITNESS my hand and Notarial Seal.

Notary Public

My Commission Expires: _____

WITNESS:

NORRIS E. TAYLOR CONTRACTORS,
INC.

By: _____
Jeffrey H. Goodman, CEO

Jeffrey H. Goodman

Patricia T. Goodman

STATE OF MARYLAND, COUNTY OF _____, TO WIT:

I HEREBY CERTIFY, that on this _____ day of _____, 2026, before me, a Notary Public of the State aforesaid, personally appeared **JEFFREY H. GOODMAN**, who acknowledged himself to be the Chief Executive Officer of NORRIS E. TAYLOR CONTRACTORS, INC. a Maryland corporation, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Annexation Agreement, and acknowledged that he, as Chief Executive Officer, executed the same for the purposes therein contained as the fully authorized agent of said corporation.

WITNESS my hand and Notarial Seal.

Notary Public

My Commission Expires: _____

STATE OF MARYLAND, COUNTY OF _____, TO WIT:

I HEREBY CERTIFY, that on this _____ day of _____, 2026, before me, a Notary Public of the State aforesaid, personally appeared **JEFFREY H. GOODMAN**, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Annexation Agreement, and acknowledged that he executed the same for the purposes therein contained.

WITNESS my hand and Notarial Seal.

Notary Public

My Commission Expires: _____

STATE OF MARYLAND, COUNTY OF _____, TO WIT:

I HEREBY CERTIFY, that on this _____ day of _____, 2026, before me, a Notary Public of the State aforesaid, personally appeared **PATRICIA T. GOODMAN**, who acknowledged herself to be a member of NORRIS E. TAYLOR CONTRACTORS, INC. a Maryland corporation, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Annexation Agreement, and acknowledged that she executed the same for the purposes therein contained as the fully authorized agent of said corporation.

WITNESS my hand and Notarial Seal.

Notary Public

My Commission Expires: _____

TOWN OF EASTON
CHECK REGISTER BY FUND

Prepared: 02/06/2026, 14:17:52
Program: GM179L

Selection Criteria:

From Date . . . : 01/01/2026
To Date . . . : 01/31/2026
or
From Period . . . :
To Period . . . :
Bank Code . . . : 00
Page Break by Fund: Y
Include Vendor No.: Y
Print Recap Only .: N

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/07/2026	89663	2292	A-1 SANITATION SERVICE	478933	PORTABLE TOILET	001-2020-520.30-44		6/2026 Total	119.00 119.00
01/07/2026	89664	2689	AMAZON CAPITAL SERVICES	1KKC-JPCV-7Q7X	T-38	001-3040-530.30-56		6/2026	29.98
				1KLJ-HJW4-FX7V		001-3045-530.30-52		6/2026	24.87
				1QD6-M4GH-63MN		001-1075-510.30-51		6/2026	26.98
				1TDH-LMFN-CQFF	DRONE EQUIPMNT	001-2020-520.30-52		6/2026	271.96
				17H4-XCDH-133P		001-3035-530.30-56		6/2026 Total	86.11 439.90
01/07/2026	89665	3259	AMAZON WEB SERVICES INC	2443519665		001-1070-510.30-34		6/2026 Total	1,350.69 1,350.69
01/07/2026	89666	1952	AMSOIL INC	24212927 RI		001-3025-530.30-56		6/2026 Total	2,189.97 2,189.97
01/07/2026	89667	98	APG MEDIA OF CHESAPEAKE	123125 1003442	ADVERTISING	001-2010-520.30-48		6/2026 Total	4,624.58 4,624.58
01/07/2026	89668	1609	ATLANTIC TRACTOR	P47757 P47758		001-3025-530.30-56 001-3025-530.30-56		6/2026 6/2026 Total	436.96 261.88- 175.08
01/07/2026	89669	1859	BELL CREEK EQUIPMENT	190068	LEAF BLOWER	001-3035-530.30-35		6/2026 Total	2,024.99 2,024.99
01/07/2026	89671	3263	CAREFLEX LLC	2512-11457		001-1075-510.30-34		6/2026 Total	190.00 190.00
01/07/2026	89672	1522	CHANEY ENTERPRISES	10049477	CONCRETE	001-3045-530.30-52		6/2026 Total	2,265.03 2,265.03
01/07/2026	89673	2735	CHOPTANK SUPPLY INC	2512-130660		001-3040-530.30-52		6/2026 Total	20.99 20.99
01/07/2026	89674	943	COMMUNITY ANIMAL HOSPIT	283966	K9 MEDS & EXAM	001-2020-520.30-49		6/2026 Total	340.60 340.60
01/07/2026	89675	3251	CRAFCO INC	9403621036 9403621965	PARTS FOR PATCHER PATCH MATERIAL	001-3045-530.30-52 001-3045-530.30-52		6/2026 6/2026 Total	210.90 4,856.72 5,067.62
01/07/2026	89676	3006	DELMARVA DOCUMENT SOLUT	INV16398		001-3010-530.30-46		6/2026 Total	126.51 126.51
01/07/2026	89677	2680	EASTERN SHORE AUTO PART	576246 576330 576575		001-3025-530.30-56 001-3025-530.30-56 001-3025-530.30-56		6/2026 6/2026 6/2026 Total	100.81 27.03 48.91 176.75
01/07/2026	89678	1000	EASTERN SHORE COFFEE &	809475		001-3040-530.30-52		6/2026 Total	8.95 8.95

CHECK DATE	CHECK NUMBER	CHECK VENDOR	CHECK NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/07/2026	89679	2593	EASTON TRUCK CENTER	84549AUP		001-3045-530.30-56		6/2026 Total	301.72 301.72
01/07/2026	89681	170	EASTON UTILITIES	11242025/101086 11242025/102170 11242025/109462 11242025/111116 11242025/111705 11242025/112182 11242025/119999 11242025/120841 12232025/101086 12232025/102170 12232025/109462 12232025/111116 12232025/111705 12232025/112182 12232025/119999 12292025/107143		001-3010-530.30-43 001-1400-514.30-43 001-4010-540.30-43 001-3010-530.30-43 001-1400-514.30-43 001-2110-521.30-43 001-4010-540.30-43 001-3010-530.30-43 001-1400-514.30-43 001-4010-540.30-43 001-3010-530.30-43 001-1400-514.30-43 001-4010-514.30-43 001-2110-521.30-43 001-4010-540.30-43 001-1400-514.30-43	19-90	6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 Total	198.51 11.00 1,657.40 1,224.67 190.00 1,693.20 100.78 133.43 229.98 11.17 1,182.62 2,335.35 190.00 3,408.65 317.06 655.66 13,539.48
01/07/2026	89682	170	EASTON UTILITIES	12232025/102492 12232025/102492		001-2010-520.30-41 001-2010-520.30-43		6/2026 6/2026 Total	2,145.78 8,520.99 10,666.77
01/07/2026	89683	179	EWING INC, PAUL T	548277- IN		001-3040-530.30-52		6/2026 Total	127.49 127.49
01/07/2026	89684	2228	FIRST STATE INSPECTION	313129	ELECTRICAL INSPECTIONS	001-2210-522.30-34		6/2026 Total	4,400.00 4,400.00
01/07/2026	89685	206	GALLS LLC	032041393	7/26/25 INV/HOLSTER MOUNT	001-2020-520.30-37		6/2026 Total	232.84 232.84
01/07/2026	89686	2930	GOOD LIFE LAWN CARE/LAN	9040	GRIND STUMPS	001-3040-530.30-34		6/2026 Total	1,265.00 1,265.00
01/07/2026	89687	514	GRAINGER	9692781801	10/29/25 INV/LIFT CART	001-3010-530.30-56		6/2026 Total	968.00 968.00
01/07/2026	89688	2063	HERTRICH FORD OF EASTON	5059045 5059059	10/21/25 INV/EPD #4 10/22/25 INV/EPD#4	001-2040-520.30-56 001-2040-520.30-56		6/2026 6/2026 Total	447.68 290.99- 156.69
01/07/2026	89689	2571	HILYARD'S BUSINESS SOLU	INV352471 INV352471		001-2220-522.30-46 001-4010-540.30-46		6/2026 6/2026 Total	58.10 58.09 116.19
01/07/2026	89690	239	HOPKINS SALES CO INC	509516	PAPERTOWELS	001-2010-520.30-52		6/2026 Total	177.72 177.72
01/07/2026	89691	2609	IRVIN HAYES PLUMBING &	12292025	H20 HEATERS REPLACE/EPD	001-1400-514.30-46		6/2026 Total	520.00 520.00

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/07/2026	89692	262	KEY ONE INC	12222025 123330	LOCK FOR LOCKER SW-2	001-2010-520.30-52 001-3025-530.30-56		6/2026 6/2026 Total	60.00 10.00 70.00
01/07/2026	89693	2289	M SAVAGE LANDSCAPE VEG.	12012025	11/24 TREE REMOVAL	001-3040-530.30-34		6/2026 Total	2,450.00 2,450.00
01/07/2026	89695	323	MARYLAND MUNICIPAL LEAG	6862	MD MAYORS ASSOC DUES	001-1060-510.30-54		6/2026 Total	20,100.00 20,100.00
01/07/2026	89696	2533	MCI	121125/2DG78570 121925/2DG77415		001-2010-520.30-41 001-2010-520.30-41		6/2026 6/2026 Total	36.81 37.60 74.41
01/07/2026	89697	333	MID-ATLANTIC WASTE SYST	PSO049481-1	HINGE & LATCH	001-3025-530.30-56		6/2026 Total	132.17 132.17
01/07/2026	89698	2849	MID-SHORE FIRE SERVICE	1948	ANNUAL FIRE EXT INSPECT	001-3010-530.30-34		6/2026 Total	409.50 409.50
01/07/2026	89699	2901	QUADIENT FINANCE USA	IN 31252066	POSTAGE	001-1400-514.30-41		6/2026 Total	559.05 559.05
01/07/2026	89700	3005	RELIABLE CONCRETE SERVI	1907 1908 1909 1910	CONCRETE CONCRETE CONCRETE CONCRETE	001-3045-530.30-34 001-3045-530.30-34 001-3045-530.30-34 001-3045-530.30-34		6/2026 6/2026 6/2026 6/2026 Total	4,436.00 4,879.00 4,964.00 4,766.50 19,045.50
01/07/2026	89702	426	ROBIN'S NEST FLORAL & G	327675	PARTY DECORATIONS	001-1075-510.10-26		6/2026 Total	489.60 489.60
01/07/2026	89703	2879	SCHUSTER CONCRETE READY	659181 659318 659598 659760	CONCRETE CONCRETE CONCRETE SIDEWALKS CONCRETE SIDEWALKS	001-3045-530.30-52 001-3045-530.30-52 001-3045-530.30-52 001-3045-530.30-52		6/2026 6/2026 6/2026 6/2026 Total	1,845.45 1,640.40 2,870.70 2,744.70 9,101.25
01/07/2026	89704	9999999	SMITH BENJAMIN	000106184	TAX REFUNDS	001-0000-201.00-00		7/2026 Total	914.01 914.01
01/07/2026	89705	461	SPURRY'S TIRE SERVICE I	00149362	NEW TIRES	001-2020-520.30-56		6/2026 Total	800.37 800.37
01/07/2026	89706	2998	TALBOT COUNTY REPURPOSI	25-12519		001-3045-530.30-34		6/2026 Total	500.00 500.00
01/07/2026	89707	495	TIDEWATER INN	379081828		001-1075-510.30-33		6/2026 Total	4,449.88 4,449.88
01/07/2026	89708	2263	TRACTOR SUPPLY CREDIT P	200003420	T-35	001-3040-530.30-56		6/2026 Total	249.97 249.97

CHECK DATE	CHECK NUMBER	CHECK VENDOR	CHECK NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/07/2026	89709	2614	UNIFIRST CORPORATION	1430215742 1430215762 1430215767 1430215785 1430215905	UNIFORMS UNIFORMS UNIFORMS UNIFORMS UNIFORMS	001-3025-530.30-36 001-3040-530.30-36 001-3010-530.30-36 001-3010-530.30-36 001-3045-530.30-36		6/2026 6/2026 6/2026 6/2026 6/2026 Total	120.98 217.65 47.79 29.99 112.57 528.98
01/07/2026	89710	3530	UNIFIRST FIRST AID & SA	J750333 J750333	FIRST AID BOX FIRST AID BOX	001-3040-530.30-55 001-3045-530.30-52		6/2026 6/2026 Total	89.17 89.17 178.34
01/07/2026	89711	2251	VERIZON	000012682713 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953	ROUNDING 650008121000166 252375924000137 252375924000137 252375924000137 252375924000137 252375924000137 252375924000137 252375924000137 252375924000137 252375924000137 252375924000137	001-3010-530.30-41 001-2010-520.30-41 001-1010-510.30-41 001-1050-510.30-41 001-1060-510.30-41 001-1065-510.30-41 001-1200-512.30-41 001-1310-513.30-41 001-2210-522.30-41 001-2220-522.30-41 001-2310-523.30-41 001-3010-530.30-41 001-4010-540.30-41		6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 Total	.02- 1,153.66 6.93 15.29 12.90 27.23 36.78 27.23 36.78 27.23 36.78 238.79 11.70 1,631.28
01/07/2026	89712	1011	VERIZON - RPC	6131263313 6131448193 6131448193 6131448193 6131448193 6131448193 6131448193 6131448193 6131448193 6131448193 6131737674	642460578-00001 821970621-00001 821970621-00001 821970621-00001 821970621-00001 821970621-00001 821970621-00001 821970621-00001 821970621-00001 821970621-00001 242257038-00001	001-1070-510.30-41 001-1010-510.30-41 001-1050-510.30-41 001-1060-510.30-41 001-1070-510.30-41 001-1075-510.30-41 001-1310-513.30-41 001-1400-514.30-41 001-2210-522.30-41 001-2310-523.30-41 001-3010-530.30-41 001-3040-530.30-41 001-4010-540.30-41 001-2010-520.30-41		6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 Total	51.94 170.88 45.47 42.72 230.89 42.72 42.72 85.44 95.44 42.72 235.89 642.74 85.44 180.88 4,346.55 6,342.44
01/14/2026	89713	2689	AMAZON CAPITAL SERVICES	1JKG-C13H-HWXV 1JKG-C13H-HWXV 1LCT-M49W-QP76 1MY9-HNNK-QR9G 1PRD-6MT4-7VF6	COFFEE CLIP DRAWING BOARDS TOOL	001-1400-514.30-52 001-2210-522.30-51 001-1400-514.30-35 001-3045-530.30-52 001-2310-523.30-35		7/2026 7/2026 7/2026 6/2026 7/2026 Total	250.91 35.99 46.97 31.34- 531.49 834.02
01/14/2026	89714	9999999	ANEES AHMED	0010307	OL REFUNDS	001-0000-322.04-00		7/2026 Total	50.00 50.00

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/14/2026	89715	98	APG MEDIA OF CHESAPEAKE	3094698		001-1310-513.30-48		6/2026	420.00
				3094898		001-1050-510.30-48		6/2026	157.50
				3095954		001-1050-510.30-48		6/2026	840.00
				3096122		001-1050-510.30-48		6/2026	65.63
				3096274		001-1050-510.30-48		6/2026	170.63
								Total	1,653.76
01/14/2026	89716	3239	AUVIK NETWORKS INC	INV-44271	NETWORK MONITORING SFTWR	001-1070-510.30-34		6/2026	570.00
								Total	570.00
01/14/2026	89717	2603	AXON ENTERPRISE INC	INUS411191	FLEET CAMERAS	001-2010-520.30-46		7/2026	34,841.14
								Total	34,841.14
01/14/2026	89719	2383	BROWN, FRANKLIN O	01102026	TYBL OFFICIAL	001-4010-540.30-34		7/2026	225.00
								Total	225.00
01/14/2026	89720	9999999	CALORIS ENGINEERING, LL	000202307	TAX REFUNDS	001-0000-201.00-00		7/2026	745.16
								Total	745.16
01/14/2026	89721	3263	CAREFLEX LLC	2509/2510	SEPT & OCT FSA	001-1075-510.30-34		6/2026	394.25
								Total	394.25
01/14/2026	89722	1059	CHOPTANK ELECTRIC COOPE	01052026	11/20 - 12/20 BUNDLE	001-3040-530.30-43		6/2026	1,084.00
				01082026	11/27 - 12/27 BUNDLE	001-3040-530.30-43		6/2026	488.32
								Total	1,572.32
01/14/2026	89723	2936	CIVIC PLUS LLC	355186	CIVIC REC MODULE FOR PRKS	001-1070-510.30-34		7/2026	8,925.00
								Total	8,925.00
01/14/2026	89724	1929	CONSUMER PROTECTION DIV	01122026	HOME BLDR FUNDS/11/30	001-0000-201.03-00		7/2026	450.00
								Total	450.00
01/14/2026	89725	9999999	COTALITY	000101414	TAX REFUNDS	001-0000-201.00-00		7/2026	368.60
								Total	368.60
01/14/2026	89726	9999999	COTALITY	000111061	TAX REFUNDS	001-0000-201.00-00		7/2026	1,542.97
								Total	1,542.97
01/14/2026	89727	1224	DEAN'S JANITORIAL SERVI	25988	JANITORIAL SVCS	001-1400-514.30-34		6/2026	718.44
				26030	JANITORIAL SVC	001-1400-514.30-35		7/2026	580.80
				26046	JANITORIAL SVCS	001-1400-514.30-34		6/2026	1,485.00
								Total	2,784.24
01/14/2026	89728	2975	DELAWARE ELEVATOR SERVI	456321	CONTRACT	001-1400-514.30-46		7/2026	144.00
								Total	144.00
01/14/2026	89731	2680	EASTERN SHORE AUTO PART	576601	EPD 902	001-2020-520.30-56		6/2026	37.72
				576819		001-3025-530.30-56		7/2026	7.28
								Total	45.00
01/14/2026	89732	1000	EASTERN SHORE COFFEE &	832053		001-3035-530.30-52		6/2026	46.34
				844656		001-3040-530.30-52		6/2026	8.95
								Total	55.29

CHECK DATE	CHECK NUMBER	CHECK VENDOR	CHECK NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/14/2026	89733	2369	EASTON ECONOMIC DEVELOP	202604	JAN-MAR'26	BUDGET FUNDING	001-6000-560.30-48	6/2026 Total	105,650.00 105,650.00
01/14/2026	89734	162	EASTON HARDWARE INC	12312025 12312025 12312025 12312025 12312025 12312025 12312025 12312025 12312025 12312025 12312025 12312025			001-1400-514.30-35 001-1400-514.30-37 001-1400-514.30-50 001-1400-514.30-52 001-2110-521.30-52 001-3025-530.30-56 001-3035-530.30-52 001-3040-530.30-52 001-3045-530.30-52	6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 Total	10.62 46.80 31.95 57.78 3.81 62.10 3.81 6.84 31.49 255.20
01/14/2026	89735	2593	EASTON TRUCK CENTER	84808AUP			001-3025-530.30-56	7/2026 Total	59.99 59.99
01/14/2026	89736	179	EWING INC, PAUL T	549190-IN			001-3040-530.30-52	7/2026 Total	59.94 59.94
01/14/2026	89737	3441	FONTAINE, MAURICE	01102026	TYBL OFFICIAL		001-4010-540.30-34	7/2026 Total	225.00 225.00
01/14/2026	89738	1269	FRATERNAL ORDER OF POLI	01132026 12312025	AUG'25 LODGE DUES DIFFRNC DEC '25 LODGE DUES		001-0000-217.17-00 001-0000-217.17-00	6/2026 6/2026 Total	300.00 2,100.00 2,400.00
01/14/2026	89739	3420	GIPE ASSOCIATES INC	44530	11/22-12/26 HOSPITAL INSP		001-2210-522.30-34 IN2503	6/2026 Total	380.39 380.39
01/14/2026	89740	3121	GRIFFITH ENERGY SVCS IN	31330/7536862	EFD ST60		001-2110-521.30-55	6/2026 Total	792.30 792.30
01/14/2026	89741	2062	HAVTECH SERVICE DIVISIO	155010800	1/1 -2/28 SERVICE		001-1400-514.30-46	7/2026 Total	1,239.50 1,239.50
01/14/2026	89742	226	HEALTH ENHANCEMENT CENT	64230 64230 64230	DOT PHYSICALS DOT PHYSICALS DOT PHYSICALS		001-3035-530.30-34 001-3040-530.30-34 001-3045-530.30-34	6/2026 6/2026 6/2026 Total	75.00 150.00 150.00 375.00
01/14/2026	89743	239	HOPKINS SALES CO INC	510185 510290	JANITORIAL/BREAKROOM BREAKROOM SUPPLIES		001-1400-514.30-52 001-1400-514.30-52	7/2026 7/2026 Total	189.19 22.39 211.58
01/14/2026	89744	239	HOPKINS SALES CO INC	510236/14770	JANITORIAL SUPPLIES		001-2110-521.30-52	7/2026 Total	198.26 198.26
01/14/2026	89745	3575	KOSKA, IAN	01102026	TYBL OFFICIAL		001-4010-540.30-34	7/2026 Total	180.00 180.00
01/14/2026	89746	2297	LANDS END BUSINESS OUTF	SIN13731700	CLOTHING		001-1075-510.30-37	7/2026 Total	129.22 129.22

CHECK DATE	CHECK NUMBER	CHECK VENDOR	CHECK NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/14/2026	89747	278	LOWE'S	11252025		001-1400-514.30-50		6/2026	444.54
				11252025		001-1400-514.30-52		6/2026	92.67
				11252025		001-3010-530.30-56		6/2026	4.73
				11252025		001-3025-530.30-56		6/2026	54.03
				11252025		001-3035-530.30-52		6/2026	223.19
				11252025		001-3040-530.30-52		6/2026	218.31
				11252025		001-3045-530.30-52		6/2026	1,255.65
				11252025		001-3045-530.30-56		6/2026	53.42
				11252025		001-1400-514.30-35		6/2026	94.05
				11252025		001-1400-514.30-50		6/2026	178.26
				11252025		001-3010-530.30-52		6/2026	13.26
				11252025		001-3025-530.30-56		6/2026	30.36
				11252025		001-3035-530.30-52		6/2026	52.23
				11252025		001-3040-530.30-52		6/2026	67.16
				11252025		001-3045-530.30-52		6/2026	301.80
						Total			3,083.66
01/14/2026	89748	278	LOWE'S	72714/122525		001-2020-520.30-52		6/2026	51.05
						Total			51.05
01/14/2026	89749	3327	MARYLAND DEPT OF BUDGET	12252025/950052		001-1010-510.10-23		6/2026	4,678.86
				12252025/950052		001-1050-510.10-23		6/2026	3,764.69
				12252025/950052		001-1060-510.10-23		6/2026	2,511.16
				12252025/950052		001-1065-510.10-23		6/2026	4,768.76
				12252025/950052		001-1070-510.10-23		6/2026	4,407.00
				12252025/950052		001-1075-510.10-23		6/2026	3,624.92
				12252025/950052		001-1200-512.10-23		6/2026	8,440.15
				12252025/950052		001-1310-513.10-23		6/2026	6,450.69
				12252025/950052		001-1400-514.10-23		6/2026	5,471.82
				12252025/950052		001-2010-520.10-23		6/2026	12,838.60
				12252025/950052		001-2020-520.10-23		6/2026	41,002.10
				12252025/950052		001-2040-520.10-23		6/2026	8,485.18
				12252025/950052		001-2210-522.10-23		6/2026	10,109.30
				12252025/950052		001-2220-522.10-23		6/2026	3,560.26
				12252025/950052		001-2310-523.10-23		6/2026	14,509.80
				12252025/950052		001-3010-530.10-23		6/2026	5,487.62
				12252025/950052		001-3025-530.10-23		6/2026	21,061.85
				12252025/950052		001-3035-530.10-23		6/2026	4,668.32
				12252025/950052		001-3040-530.10-23		6/2026	12,279.90
				12252025/950052		001-3045-530.10-23		6/2026	11,894.19
				12252025/950052		001-4010-540.10-23		6/2026	1,917.09
				12252025/950052		001-7020-570.10-23		6/2026	256,307.64
						Total			448,239.90
01/14/2026	89750	322	MARYLAND ENVIRONMENTAL	338670	11/17 - 11/28	001-3025-530.30-34	20-44	6/2026	27,721.17
				338730/12156	12/1 - 12/15 SVC	001-3025-530.30-34		6/2026	37,352.65
				338788/12156	12/16 - 12/31 SVC	001-3025-530.30-34		6/2026	33,973.45
				618114/12156	11/17 11/29 LAND CLR'G	001-3025-530.30-34		6/2026	1,757.49
				618162/12156	12/1-12/15 LAND CLR'G	001-3025-530.30-34		6/2026	1,976.98
						Total			102,781.74
01/14/2026	89751	826	MR ROOTER MID-SHORE	56724	STORM DRAIN WORK	001-3045-530.30-34		6/2026	900.00
				56762	SEWER LINE VIDEO	001-3045-530.30-34		6/2026	375.00

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
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01/14/2026	89753	3577	OLDE SCHOOL BUILDERS LL	PERMIT#25-20161	RETURN OF BOND/DEMOLITION	001-0000-219.10-95	SECDEP	Total	1,275.00
								7/2026 Total	23,681.25 23,681.25
01/14/2026	89754	3221	PA TURNPIKE	10222025	CLEVELAND OH CONFERENCE	001-2210-522.30-40		6/2026 Total	38.24 38.24
01/14/2026	89755	3262	PEPUP	8254155	PROPANE EFD SUBSTATION	001-2110-521.30-43		6/2026 Total	972.67 972.67
01/14/2026	89756	389	PIERSON COMFORT GROUP L	QB7266	PORTA JOHNS	001-3035-530.30-34		7/2026 Total	285.00 285.00
01/14/2026	89757	411	QUILL CORPORATION	47178099	1099 FORMS & ENVELOPES	001-1200-512.30-52		7/2026 Total	167.18 167.18
01/14/2026	89758	448	SHERWIN-WILLIAMS CO, TH	11472109500126		001-1400-514.30-50		7/2026 Total	74.83 74.83
01/14/2026	89759	1778	SHORE UNITED BANK	PERMIT#22-16883	RETURN OF BOND/DEMOLITION	001-0000-219.10-95	DEMOB	7/2026 Total	2,500.00 2,500.00
01/14/2026	89760	2513	SITEONE LANDSCAPE SUPPL	161558161-001	SUPPLIES	001-3040-530.30-52		6/2026 Total	14.00 14.00
01/14/2026	89761	461	SPURRY'S TIRE SERVICE I	00150154		001-3025-530.30-56		7/2026 Total	938.50 938.50
01/14/2026	89762	1390	SUPERION LLC	454797	SUBSCRIPTION	001-1070-510.30-54		7/2026 Total	14,920.26 14,920.26
01/14/2026	89763	2614	UNIFIRST CORPORATION	1430216500	UNIFORMS	001-3025-530.30-36		7/2026	120.98
				1430216509	UNIFORMS	001-3040-530.30-36		7/2026	216.18
				1430216511	UNIFORMS	001-3010-530.30-36		7/2026	47.79
				1430216516	UNIFORMS	001-3010-530.30-36		7/2026	29.99
				1430217392	UNIFORMS	001-3025-530.30-36		7/2026	120.98
				1430217413	UNIFORMS	001-3040-530.30-36		7/2026	216.18
				1430217416	UNIFORMS	001-3010-530.30-36		7/2026	47.79
				1430217423	UNIFORMS	001-3045-530.30-36		7/2026	112.57
				1430217432	UNIFORMS	001-3010-530.30-36		7/2026 Total	29.99 942.45
01/14/2026	89764	2251	VERIZON	000012685300		001-2110-521.30-41		6/2026 Total	1,528.39 1,528.39
01/14/2026	89765	3333	WISE, TYRRELL	01102026	TYBL OFFICIAL	001-4010-540.30-34		7/2026 Total	225.00 225.00
01/14/2026	89766	1220	XEROX CORPORATION	024836974	DEC '25 COPIER	001-2210-522.30-46		6/2026	167.65
				024836984	DEC '25 COPIER	001-2310-523.30-44		6/2026 Total	223.54 391.19

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/16/2026	89767	3509	OMELETTE GUYS, THE	37351	CATERING 1/21 BRKFST	001-1075-510.30-48		7/2026 Total	4,408.96 4,408.96
01/21/2026	89768	2923	ACME AUTO LEASING LLC	26010187 26010190	RENTAL VEHICLE RENTAL VEHICLE	001-2040-520.30-44 001-2040-520.30-44		6/2026 6/2026 Total	625.00 1,520.00 2,145.00
01/21/2026	89769	2689	AMAZON CAPITAL SERVICES	1X7C-D7X7-4469 1YLV-7FTW-43D6	K-9 TRAINING EQUIP FIX A TOOL	001-2020-520.30-52 001-1400-514.30-35		7/2026 7/2026 Total	459.95 22.98 482.93
01/21/2026	89770	2745	BALTIMORE CO POLICE FOU	25-008	TRAINING	001-2020-520.30-33		7/2026 Total	2,360.00 2,360.00
01/21/2026	89771	3318	BARTOLON, JUAN SANCHEZ	01092026	SAFETY SHOES	001-3040-530.30-37		7/2026 Total	100.00 100.00
01/21/2026	89772	45	BAY IMPRINT	44966	DICKERSON BANNERS	001-2310-523.30-47		7/2026 Total	210.00 210.00
01/21/2026	89773	3566	BEE CLEAN DETAILING SUP	1301	SHOP SUPPLIES	001-3025-530.30-56		7/2026 Total	159.50 159.50
01/21/2026	89774	2383	BROWN, FRANKLIN O	01192026	MLK BASKETBALL OFFICIAL	001-4010-540.30-34		7/2026 Total	135.00 135.00
01/21/2026	89775	2704	BURKE EQUIPMENT COMPANY	FEL-5002587	LITTLE TRACTOR	001-3040-530.30-56		7/2026 Total	55.79 55.79
01/21/2026	89776	2921	CANON FINANCIAL SERVICE	42381433	COPIER CHARGES	001-2010-520.30-46		6/2026 Total	144.69 144.69
01/21/2026	89777	2939	CARRION ELECTRIC	17653	IDLEWILD FLAG LIGHT	001-1400-514.30-46		7/2026 Total	456.48 456.48
01/21/2026	89778	3079	CARROLL INDEPENDENT FUE	119372-1414709 119372-1414709 119372-1414709 119372-1414709 119372-1414709 119372-1414709 119372-1414709 119372-1414709 119372-1414709 119801-1444894 119801-1444894 119801-1444894 119801-1444894 119801-1444894 119801-1444894	10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 10/1 - 10/15/25 11/1 - 11/15/25 11/1 - 11/15/25 11/1 - 11/15/25 11/1 - 11/15/25 11/1 - 11/15/25	001-1200-512.30-55 001-1400-514.30-55 001-2010-520.30-55 001-2020-520.30-55 001-2040-520.30-55 001-3010-530.30-55 001-3025-530.30-55 001-3035-530.30-55 001-3040-530.30-55 001-3045-530.30-55 001-4010-540.30-55 001-1200-512.30-55 001-1400-514.30-55 001-2010-520.30-55 001-2020-520.30-55 001-2040-520.30-55 001-2210-522.30-55	6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026 6/2026	58.68 97.60 127.31 3,380.29 223.37 176.98 110.63 3,037.71 228.10 1,214.90 2,372.74 30.41 61.79 32.79 148.09 3,167.58 227.70 155.83	

CHECK DATE	CHECK NUMBER	CHECK VENDOR	CHECK NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/21/2026	89778	3079	CARROLL INDEPENDENT FUE	119801-1444894	11/1 - 11/15/25	001-2310-523.30-55		6/2026	249.26
				119801-1444894	11/1 - 11/15/25	001-3010-530.30-55		6/2026	125.49
				119801-1444894	11/1 - 11/15/25	001-3025-530.30-55		6/2026	3,243.79
				119801-1444894	11/1 - 11/15/25	001-3035-530.30-55		6/2026	177.67
				119801-1444894	11/1 - 11/15/25	001-3040-530.30-55		6/2026	1,701.18
				119801-1444894	11/1 - 11/15/25	001-3045-530.30-55		6/2026	1,833.90
				120014-1460419	11/15 - 11/30/25	001-1065-510.30-55		6/2026	27.79
				120014-1460419	11/15 - 11/30/25	001-1400-514.30-55		6/2026	72.10
				120014-1460419	11/15 - 11/30/25	001-2010-520.30-55		6/2026	82.17
				120014-1460419	11/15 - 11/30/25	001-2020-520.30-55		6/2026	2,914.13
				120014-1460419	11/15 - 11/30/25	001-2040-520.30-55		6/2026	226.72
				120014-1460419	11/15 - 11/30/25	001-2210-522.30-55		6/2026	133.11
				120014-1460419	11/15 - 11/30/25	001-2310-523.30-55		6/2026	218.89
				120014-1460419	11/15 - 11/30/25	001-3010-530.30-55		6/2026	106.00
				120014-1460419	11/15 - 11/30/25	001-3025-530.30-55		6/2026	2,856.45
				120014-1460419	11/15 - 11/30/25	001-3035-530.30-55		6/2026	196.55
				120014-1460419	11/15 - 11/30/25	001-3040-530.30-55		6/2026	1,126.17
				120014-1460419	11/15 - 11/30/25	001-3045-530.30-55		6/2026	2,302.49
							Total		32,446.36
01/21/2026	89779	6	CARTER MACHINERY COMPAN	6670245	SWITCH CAT MINI	001-3045-530.30-56		7/2026 Total	103.57 103.57
01/21/2026	89780	1603	CINTAS FIRST AID & SAFE	5311490607	RESTOCK MEDICINE CABINET	001-2010-520.30-52		7/2026 Total	170.02 170.02
01/21/2026	89781	943	COMMUNITY ANIMAL HOSPIT	284152	K-9 MEDICATION	001-2020-520.30-49		7/2026 Total	1,218.60 1,218.60
01/21/2026	89782	2776	COMPASS REGIONAL HOSPIC	01202026	CHARLES BOONE MEMORY	001-1060-510.30-49		7/2026 Total	75.00 75.00
01/21/2026	89784	2425	DISTRICT COURT OF MD WA	12660	CIVIL CITATION BOOKS	001-2010-520.30-51		7/2026 Total	150.00 150.00
01/21/2026	89786	3543	EARTHBORNE FELTON LLC	P03421		001-3040-530.30-56		7/2026 Total	117.87 117.87
01/21/2026	89787	2680	EASTERN SHORE AUTO PART	576907		001-3025-530.30-56		7/2026	26.86
				577010		001-3025-530.30-56		7/2026	10.12
				577049		001-3025-530.30-56		7/2026	487.51
				577055		001-3025-530.30-56		7/2026	15.87
				577140		001-3025-530.30-56		7/2026	39.20
				577154		001-3025-530.30-56		7/2026	52.20
				577361		001-3045-530.30-56		7/2026 Total	6.22 637.98
01/21/2026	89788	2593	EASTON TRUCK CENTER	84945AUP	SW-1	001-3025-530.30-56		7/2026	43.01
				84974AUP	SW-2	001-3025-530.30-56		7/2026	111.54
				85051AUP	SW-2	001-3025-530.30-56		7/2026 Total	11.25 165.80
01/21/2026	89789	171	EASTON VOL FIRE DEPT IN	01152026	REIMB CLAIM FIRE TRUCK	001-2110-521.30-56		7/2026	225.63

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
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01/21/2026	89790	179	EWING INC, PAUL T	549161-IN 549329-IN 549403-IN 549424-IN	DITCH REPAIRS LASER ROD HARD HATS ROD CLAMP HOLDER	001-3045-530.30-52 001-3045-530.30-52 001-2210-522.30-52 001-3045-530.30-52		Total 7/2026 7/2026 7/2026 7/2026 Total	225.63 299.85 92.50 47.00 99.99 539.34
01/21/2026	89791	2463	FIDELITY POWER SYSTEMS	FPS0115971	REPLMNT BATTERIES/GENERTR	001-1400-514.30-46		7/2026 Total	856.00 856.00
01/21/2026	89792	3441	FONTAINE, MAURICE	01192026	TYBL OFFICIAL	001-4010-540.30-34		7/2026 Total	225.00 225.00
01/21/2026	89793	1751	GMAN EMBLEM LLC	18175	CADET PATCHES	001-2020-520.30-37		6/2026 Total	160.00 160.00
01/21/2026	89794	2930	GOOD LIFE LAWN CARE/LAN	8903	STUMP GRINDING	001-3040-530.30-34		6/2026 Total	1,290.00 1,290.00
01/21/2026	89795	3204	HALL, GREGORY	01122026	TRAINING MEALS	001-2020-520.30-40		7/2026 Total	190.35 190.35
01/21/2026	89796	2063	HERTRICH FORD OF EASTON	5059718	HORNS FOR EPD 901	001-2020-520.30-56		7/2026 Total	58.08 58.08
01/21/2026	89797	2571	HILIYARD'S BUSINESS SOLU	INV355715 INV355715	COPIER CONTRACT COPIER CONTRACT	001-2220-522.30-46 001-4010-540.30-46		7/2026 7/2026 Total	65.87 65.88 131.75
01/21/2026	89798	237	HOME PARAMOUNT PEST CON	20234971 20234972 20234973	PEST CONTRACT/TOWN HALL PEST CONTRACT/PUBLIC WRKS PEST CONTRACT/PORT PRK	001-1400-514.30-46 001-1400-514.30-46 001-1400-514.30-46		7/2026 7/2026 7/2026 Total	33.00 38.00 70.00 141.00
01/21/2026	89799	3295	INSLEY, COLTON	011226	SAFETY SHOE REIMB	001-3045-530.30-37		7/2026 Total	100.00 100.00
01/21/2026	89800	3007	JIMENEZ TOWING LLC	2987	TOWING	001-2020-520.30-56		6/2026 Total	450.00 450.00
01/21/2026	89801	3226	KCI TECHNOLOGIES INC	16-ARIV1048155 16-ARIV1048156 16-ARIV1048157	12/1-12/31 SERVICES 12/1-12/31 SERVICES 12/1-12/31 SERVICES	001-2310-523.30-31 001-2310-523.30-31 001-2310-523.30-31		6/2026 6/2026 6/2026 Total	19,584.00 5,088.00 6,000.00 30,672.00
01/21/2026	89803	3575	KOSKA, IAN	01192026	TYBL OFFICIAL	001-4010-540.30-34		7/2026 Total	360.00 360.00
01/21/2026	89804	269	LASER LETTERS INC	71955	BUSINESS CARDS	001-2210-522.30-51		6/2026 Total	91.50 91.50
01/21/2026	89805	2686	MCCOY, NATHAN	01192026	TYBL OFFICIAL	001-4010-540.30-34		7/2026	315.00

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
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01/21/2026	89806	3458	METAL-ARC FABRICATION L	3457		001-3045-530.30-52		Total	315.00
								7/2026 Total	275.00 275.00
01/21/2026	89807	333	MID-ATLANTIC WASTE SYST	PSO049818-1	T-17	001-3025-530.30-56		6/2026	150.18
				PSO050386	T-4	001-3025-530.30-56		7/2026	4,053.99
				PSO050506	T-5	001-3025-530.30-56		7/2026	128.37
				PSO050532	T-4	001-3025-530.30-56		7/2026	3,294.33
				PSO050740		001-3025-530.30-56		7/2026 Total	125.31 7,752.18
01/21/2026	89809	2560	PPC LUBRICANTS INC	2420291		001-3025-530.30-56		7/2026 Total	1,131.20 1,131.20
01/21/2026	89810	2216	QUADIENT LEASING USA IN	Q2166878	POSTAGE MACHINE LEASE	001-2010-520.30-46		7/2026 Total	170.97 170.97
01/21/2026	89811	411	QUILL CORPORATION	47352094	OFFICE SUPPLIES	001-1200-512.30-51		7/2026 Total	69.29 69.29
01/21/2026	89812	825	R C HOLLOWAY CO	552424 552785 552807 552817		001-3025-530.30-56 001-3025-530.30-52 001-3025-530.30-52 001-3025-530.30-56		6/2026 7/2026 7/2026 7/2026 Total	334.74 190.20 169.58 45.02 739.54
01/21/2026	89813	413	R E MICHEL CO LLC	317647250	STATION 66	001-1400-514.30-50		7/2026 Total	5.38 5.38
01/21/2026	89815	1289	SALISBURY INC	0471992-IN	M DICKERSON MEDALLION	001-1050-510.30-58		7/2026 Total	361.55 361.55
01/21/2026	89816	448	SHERWIN-WILLIAMS CO, TH	13130109500126	DOOR TRIM PAINT	001-1400-514.30-52		7/2026 Total	105.92 105.92
01/21/2026	89817	1029	SHORE JANITORIAL SERVIC	0603	JANITORIAL DEC '25	001-1400-514.30-34		6/2026 Total	3,200.00 3,200.00
01/21/2026	89818	3160	SHORE LEADERSHIP	2026-03	LEADERSHIP CLASS J JONES	001-1075-510.30-33		7/2026 Total	3,400.00 3,400.00
01/21/2026	89820	2870	TEAM ONE NETWORK LLC	25602T 25607T	FIREARMS INSTRUCTOR TRNG FIREARMS INSTRUCTOR TRNG	001-2020-520.30-33 001-2020-520.30-33		7/2026 7/2026 Total	2,250.00 3,200.00 5,450.00
01/21/2026	89821	3446	TJ'S AMISH BUILDINGS	1265	OTHER	001-2020-520.30-35		7/2026 Total	3,900.00 3,900.00
01/21/2026	89822	2445	TWDE CALIBRATION LABS I	55418	REPAIRS TO LIDAR UNIT	001-2020-520.30-46		6/2026 Total	804.00 804.00
01/21/2026	89823	726	TRANS UNION LLC	12504431	CREDIT CHECKS	001-2010-520.30-31		6/2026	110.00

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01/21/2026	89824	2614	UNIFIRST CORPORATION	1430218482	UNIFORMS	001-3025-530.30-36		Total	110.00
				1430218505	UNIFORMS	001-3040-530.30-36		7/2026	120.98
				1430218513	UNIFORMS	001-3010-530.30-36		7/2026	216.18
				1430218521	UNIFORMS	001-3045-530.30-36		7/2026	47.79
				1430218529	UNIFORMS	001-3010-530.30-36		7/2026	112.57
								Total	527.51
01/21/2026	89825	2423	VERIZON BUSINESS	63754860	PHONE	001-2010-520.30-41		7/2026	40.82
								Total	40.82
01/21/2026	89826	876	VOSS SIGNS LLC	S-284787	NO PARKING SIGNS	001-2020-520.30-52		6/2026	530.00
								Total	530.00
01/21/2026	89827	3333	WISE, TYRRELL	01192026	TYBL OFFICIAL	001-4010-540.30-34		7/2026	360.00
								Total	360.00
01/21/2026	89828	1220	XEROX CORPORATION	024836973	P&Z COPIER	001-1310-513.30-46		6/2026	285.99
				024836975	EFD COPIER	001-2010-520.30-46		6/2026	169.02
								Total	455.01
01/28/2026	89829	3580	ADOBE INC	3305223521	SUBSCRIPTION	001-1070-510.30-34		7/2026	75.57
								Total	75.57
01/28/2026	89830	2689	AMAZON CAPITAL SERVICES	1R7GNHT4KQHL	RUNNERS/ENTRY & FOYER	001-1400-514.30-52		7/2026	293.89
				139TYR9C9CR7		001-2210-522.30-51		7/2026	21.98
				139TYR9C96G4		001-1200-512.30-51		7/2026	16.60
				139TYR9C96G4		001-2220-522.30-51		7/2026	14.99
				139TYR9C96G4		001-3010-530.30-51		7/2026	6.99
								Total	354.45
01/28/2026	89831	9999999	ARRAE, LLC	000203036	TAX REFUNDS	001-0000-201.00-00		7/2026	187.20
								Total	187.20
01/28/2026	89832	3419	BECKER MORGAN GROUP INC	2024213.00-12	HOSPITAL INSPECTION	001-2210-522.30-34	IN2503	7/2026	2,263.54
								Total	2,263.54
01/28/2026	89833	2383	BROWN, FRANKLIN O	01242026	TYBL BASKETBALL OFFICIAL	001-4010-540.30-34		7/2026	180.00
								Total	180.00
01/28/2026	89834	3523	CALLAHAN SIGNS	2798	SIGN LETTERED	001-3045-530.30-52		7/2026	120.00
								Total	120.00
01/28/2026	89835	1567	CLIFTON LARSON ALLEN LL	L261023233	AUDIT FEES	001-1200-512.30-32		7/2026	6,574.05
								Total	6,574.05
01/28/2026	89836	2760	COOK, DORSEY D	01242026	TYBL BASKETBALL OFFICIAL	001-4010-540.30-34		7/2026	225.00
								Total	225.00
01/28/2026	89837	9999999	CORELOGIC	000112348	TAX REFUNDS	001-0000-201.00-00		7/2026	1,137.12
								Total	1,137.12

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/28/2026	89838	3576 DASHIELL, KEMA	01242026	TYBL BASKETBALL OFFICIAL	001-4010-540.30-34		7/2026 Total	225.00 225.00
01/28/2026	89839	721 DICKERSON, MICHAEL J	01202026	MONETARY GIFT	001-1050-510.30-58		7/2026 Total	3,000.00 3,000.00
01/28/2026	89840	146 E D SUPPLY CO INC	6675-1501062	PARKS THERMOSTAT COVERS	001-1400-514.30-52		7/2026 Total	52.02 52.02
01/28/2026	89841	2680 EASTERN SHORE AUTO PART	577493	AUGER	001-3040-530.30-56		7/2026	2.60
			577539	PRESSURE WASHER	001-3010-530.30-56		7/2026	2.20
			577557	PRESSURE WASHER	001-3010-530.30-56		7/2026	2.20
			577607	STOCK	001-3025-530.30-56		7/2026	85.68
			577709	T4	001-3025-530.30-56		7/2026	19.91
			577755	T4	001-3025-530.30-56		7/2026	5.45
			577809	STOCK	001-3025-530.30-56		7/2026	134.90
			578041	HYDO VAC ANTIFREEZE	001-3045-530.30-56		7/2026	221.53
			578066	SOST DIG	001-3045-530.30-56		7/2026	27.78
			578073	SOST DIG	001-3045-530.30-56		7/2026 Total	18.52 520.77
01/28/2026	89842	2593 EASTON TRUCK CENTER	85107AUP	SW-1	001-3025-530.30-56		7/2026 Total	313.57 313.57
01/28/2026	89843	170 EASTON UTILITIES	01122026/104172		001-2310-523.30-43		7/2026	115.52
			01122026/104172		001-4010-540.30-43		7/2026	547.82
			01122026/106026	MATHEWSTOWN RD	001-2110-521.30-43		7/2026	396.84
			01122026/108041		001-4010-540.30-43		7/2026	7.42
			01122026/110908	315 LEONARD RIECK DR	001-2110-521.30-43		7/2026	395.12
			01122026/113684		001-4010-540.30-43		7/2026	395.55
			01162026/111744		001-1400-514.30-43		7/2026	36.91
			01162026/111744		001-2010-520.30-43		7/2026	14.64
			01162026/111744		001-2310-523.30-43		7/2026	409.72
			01162026/111744		001-3010-530.30-43		7/2026	1,670.00
			01162026/111744		001-4010-540.30-43		7/2026	178.19
			01162026/111744		001-6000-560.30-43	ED2601	7/2026	771.00
			01162026/120669		001-6000-560.30-43	ED2601	7/2026	99.95
			01162026/120841		001-4010-540.30-43		7/2026 Total	37.54 5,076.22
01/28/2026	89844	2848 ENTERPRISE FM TRUST	428419B-010626	JAN '26 LEASE VEHICLES	001-3010-530.30-44		7/2026 Total	22,753.72 22,753.72
01/28/2026	89845	179 EWING INC, PAUL T	549670- IN		001-3035-530.30-52		7/2026 Total	155.60 155.60
01/28/2026	89846	3219 FACTORY MOTOR PARTS CO	342-027655		001-3045-530.30-56		7/2026 Total	62.54 62.54
01/28/2026	89847	3441 FONTAINE, MAURICE	01242026	TYBL BASKETBALL OFFICIAL	001-4010-540.30-34		7/2026 Total	225.00 225.00
01/28/2026	89848	2191 GENERAL DYNAMICS OTS	89823	SIMUNITION TRAINING	001-2020-520.30-33		7/2026	1,910.00

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT

01/28/2026	89849	3121	GRIFFITH ENERGY SVCS IN	3415/7562578	FUEL	001-2110-521.30-55		Total	1,910.00
								6/2026 Total	420.84 420.84
01/28/2026	89851	237	HOME PARAMOUNT PEST CON	20240420	PEST SERVICE	001-1400-514.30-46		7/2026 Total	33.00 33.00
01/28/2026	89852	2609	IRVIN HAYES PLUMBING &	01072026	WATER HEATER REPLMNT EPD	001-1400-514.30-46		7/2026 Total	5,474.00 5,474.00
01/28/2026	89853	3277	JOHNSON, NICHOLAS	01132026	LUNCH MDOT GRANT WRKSHP	001-1310-513.30-39		7/2026 Total	22.26 22.26
01/28/2026	89854	258	JONES PEST CONTROL	1998 1999	PEST CONTROL/ST 66 PEST CONTROL/ST 60	001-2110-521.30-31 001-2110-521.30-31		7/2026 7/2026 Total	150.00 225.00 375.00
01/28/2026	89855	9999999	LERETA	000103004	TAX REFUNDS	001-0000-201.00-00		7/2026 Total	779.20 779.20
01/28/2026	89856	9999999	LERETA	000103204	TAX REFUNDS	001-0000-201.00-00		7/2026 Total	1,066.92 1,066.92
01/28/2026	89857	3178	LEWIS, ROBIN M	01232026	M DICKERSON RTRMNT PARTY	001-1060-510.10-26		7/2026 Total	1,540.00 1,540.00
01/28/2026	89858	1489	MARYLAND INDUSTRIAL TRU	P21208	T-3	001-3025-530.30-56		7/2026 Total	122.91 122.91
01/28/2026	89859	2963	NATIONAL HVAC SERVICE	SRVCE232194		001-1400-514.30-46		7/2026 Total	425.00 425.00
01/28/2026	89861	3262	PEPUP	8296598		001-2110-521.30-43		7/2026 Total	1,143.37 1,143.37
01/28/2026	89862	9999999	PERSONNEL RESOURCES GRO	000201479	TAX REFUNDS	001-0000-201.00-00		7/2026 Total	55.38 55.38
01/28/2026	89863	9999999	PIONEER FINANCIAL SERVI	000200792	TAX REFUNDS	001-0000-201.00-00		7/2026 Total	65.13 65.13
01/28/2026	89864	3080	PSA INSURANCE & FINANCI	10411021	OCT-MAR '26 HEALTH CONSUL	001-1075-510.30-31		7/2026 Total	5,400.00 5,400.00
01/28/2026	89865	411	QUILL CORPORATION	47394845		001-1200-512.30-51		7/2026 Total	23.87 23.87
01/28/2026	89866	825	R C HOLLOWAY CO	543679 CREDIT 553078 553525	CREDIT TAKEN TWICE CAT MINI	001-3025-530.30-56 001-3025-530.30-56 001-3045-530.30-56		6/2026 7/2026 7/2026 Total	64.00 169.58- 141.31 35.73

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/28/2026	89867	2856 REIBLY, JUSTIN R	01052026	DETECTIVES CLOTHING MAINT	001-2040-520.30-36		7/2026 Total	250.00 250.00
01/28/2026	89869	448 SHERWIN-WILLIAMS CO, TH	41554149280126	RAGS	001-1400-514.30-52		7/2026 Total	15.29 15.29
01/28/2026	89872	461 SPURRY'S TIRE SERVICE I	00151217	SW-1	001-3025-530.30-56		7/2026 Total	913.54 913.54
01/28/2026	89874	9999999 U SUSHI MD INC	000202591	TAX REFUNDS	001-0000-201.00-00		7/2026 Total	377.13 377.13
01/28/2026	89875	2614 UNIFIRST CORPORATION	1430219478 1430219505 1430219514 1430219522 1430219529	UNIFORMS UNIFORMS UNIFORMS UNIFORMS UNIFORMS	001-3025-530.30-36 001-3040-530.30-36 001-3010-530.30-36 001-3045-530.30-36 001-3010-530.30-36		7/2026 7/2026 7/2026 7/2026 7/2026 Total	120.98 216.18 47.79 112.57 29.99 527.51
01/28/2026	89878	2251 VERIZON	000651002958 000651002958 000651002958 000651002958 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953 000921424953	FAX LINE FAX LINES FAX LINES FAX LINES DIRECT LINES DIRECT LINES DIRECT LINES DIRECT LINES DIRECT LINES DIRECT LINES DIRECT LINES DIRECT LINES	001-1200-512.30-41 001-2010-520.30-41 001-2210-522.30-41 001-3010-530.30-41 001-1010-510.30-41 001-1050-510.30-41 001-1060-510.30-41 001-1065-510.30-41 001-1200-512.30-41 001-1310-513.30-41 001-2210-522.30-41 001-2310-523.30-41 001-3010-530.30-41 001-4010-540.30-41		7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 7/2026 Total	205.16 72.43 76.17 72.14 6.81 15.04 12.69 26.79 36.19 26.79 36.19 36.19 234.95 11.51 895.84
01/28/2026	89879	2536 VFIS	304984133 331194133 331215133	INSURANCE INSURANCE INSURANCE	001-2110-521.30-45 001-2110-521.30-45 001-2110-521.30-45		6/2026 7/2026 7/2026 Total	365.00- 4,192.00 6,452.00 10,279.00
01/28/2026	89881	1220 XEROX CORPORATION	024836972	TOWN ADM COPIER	001-1200-512.30-46		7/2026 Total	225.00 225.00
01/28/2026	89882	918 ZEP SALES & SERVICE	9012268084	FLOOR STRIP & WAX	001-2110-521.30-50		7/2026 Total	1,057.41 1,057.41

197 Checks ** Fund Total 1,076,959.02

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01/07/2026	89681	170 EASTON UTILITIES	12292025/121279		120-5000-550.30-43		6/2026 Total	141.86 141.86
01/28/2026	89870	3581 SHORE WINDOW SYSTEMS LL	1072	CONTRACTOR	120-5000-550.30-34	TC0601	7/2026 Total	8,586.00 8,586.00
01/28/2026	89877	3579 VENTURE TITLE COMPANY	01272026	HOME PURCH PROG/J TURNER	120-5000-550.30-34		7/2026 Total	6,000.00 6,000.00
				3 Checks	** Fund Total			14,727.86

CHECK DATE	CHECK NUMBER	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/07/2026	89670	59	BRAMBLE INC, DAVID A	25551-3	PAVING CHAPEL @ 50	390-2310-523.60-63	25-21	6/2026 Total	23,665.09 23,665.09
01/07/2026	89694	1489	MARYLAND INDUSTRIAL TRU	E02330	LEAF VACUUM	390-3040-530.60-64	26-21	6/2026 Total	61,846.87 61,846.87
01/07/2026	89701	2102	RETAILLACK & SONS INC	FINAL APPLIC	CONTRACT SCV FINAL PYMT	390-2310-523.60-63	ARP011	6/2026 Total	347,164.24 347,164.24
01/14/2026	89718	59	BRAMBLE INC, DAVID A	25551-4	PAVING RETAINAGE	390-2310-523.60-63	21-19	6/2026 Total	20,778.19 20,778.19
01/14/2026	89729	126	DELL MARKETING L.P.	10843324690	OTHER	390-1070-510.60-64	26-02	5/2026 Total	3,026.30 3,026.30
01/14/2026	89730	146	E D SUPPLY CO INC	6675-1497594		390-2310-523.60-63	ARP209	7/2026 Total	334.27 334.27
01/14/2026	89736	179	EWING INC, PAUL T	548266-IN 548267-IN	AGGREGATE-MILE POST AGGREGATE-MILE POST	390-2310-523.60-63	21-19	6/2026 6/2026 Total	612.63 1,572.16 2,184.79
01/14/2026	89747	278	LOWE'S	11252025		390-2310-523.60-63	21-19	6/2026 Total	586.58 586.58
01/14/2026	89752	2404	NORTHEASTERN SUPPLY INC	4780459	CONDUIT	390-2310-523.60-63	ARP209	7/2026 Total	79.81 79.81
01/21/2026	89777	2939	CARRION ELECTRIC	17470	ELECTRICIAN 11/28 INV	390-4010-540.60-63	26-22	6/2026 Total	412.73 412.73
01/21/2026	89783	126	DELL MARKETING L.P.	10853224758	DELL PRO 16 PLUS BASE	390-2010-520.60-64	26-08	7/2026 Total	3,883.92 3,883.92
01/21/2026	89785	146	E D SUPPLY CO INC	6675-1497951 6675-1497952	CONDUIT CONDUIT	390-2310-523.60-63	ARP209	7/2026 7/2026 Total	133.49 17.36 150.85
01/21/2026	89790	179	EWING INC, PAUL T	549338-IN 549341-IN 549343-IN	CONCRETE WASHOUT RACKS STABILIZATION SUPPLIES TRUNCATED DOMES	390-2310-523.60-63	ARP011	7/2026 7/2026 7/2026 Total	449.50 99.95 324.50 873.95
01/21/2026	89802	2193	KLEPPINGER ELECTRIC CO	35066	EASTON VILLAGE SL INPECT	390-2310-523.60-63	25-24	6/2026 Total	350.00 350.00
01/21/2026	89808	2497	POTOMAC VALLEY BRICK & 30000286 30000367	30000218 30000286 30000367	RISER SUPPLIES RISER SUPPLIES RISER SUPPLIES	390-2310-523.60-63	ARP011	7/2026 7/2026 7/2026 Total	323.28 23.00 160.00 506.28
01/21/2026	89819	2513	SITEONE LANDSCAPE SUPPL	161624598-001 161749362-001	GRASS SEED GRASS SEED	390-2310-523.60-63	ARP011	7/2026 7/2026	72.00 207.53

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
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01/28/2026	89852	2609 IRVIN HAYES PLUMBING &	01072026	WATER HEATER REPLMNT EPD	390-1400-514.60-62	26-03	Total	279.53
							7/2026	10,500.00
							Total	10,500.00
01/28/2026	89873	1390 SUPERION LLC	454671	FINANCIAL SOFTWARE UPDATE	390-1200-512.60-63		7/2026	121,337.17
							Total	121,337.17
01/28/2026	89880	1975 WITMER PUBLIC SAFETY GR	INV805946	FIRE HOSE	390-2110-521.60-64	26-13	6/2026	7,239.64
							Total	7,239.64
					19 Checks	** Fund Total		605,200.21

CHECK DATE	CHECK NUMBER	VENDOR NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	PERIOD/ YEAR	AMOUNT
01/07/2026	89681	170 EASTON UTILITIES	12162025/120465		601-6000-560.30-43		6/2026 Total	17.00 17.00
01/14/2026	89747	278 LOWE'S	11252025 12252025		601-0000-162.00-00 601-0000-162.00-00		6/2026 6/2026 Total	98.78 28.56 127.34
01/21/2026	89798	237 HOME PARAMOUNT PEST CON	20234970	PEST CONTRACT/WELCOME CNT	601-0000-162.00-00		7/2026 Total	36.00 36.00
01/21/2026	89814	3540 RANDY ARNESEN TERMITE &	105942	PEST SERVICE	601-0000-162.00-00		7/2026 Total	70.00 70.00
01/28/2026	89843	170 EASTON UTILITIES	01162026/120465		601-6000-560.30-43		7/2026 Total	16.86 16.86
					5 Checks	** Fund Total		267.20
					224 Checks	*** Bank Total		1,697,154.29
					224 Checks	**** Grand Total		1,697,154.29

BANK		NAME		FUND	AMOUNT
00		SHORE UNITED BANK			
				001 GENERAL FUND	1,076,959.02
				120 CDBG	14,727.86
				390 CAPITAL EQUIPMENT FUND	605,200.21
				601 LAND ENTERPRISE	267.20
				Total	1,697,154.29 *
				Grand Total	1,697,154.29 *