

**Town Commissioners Meeting**  
**August 11, 2009**  
**Minutes**

The meeting was called to order by Commission President Vandervort at 6:32pm with Joseph Letts and Robert Gell in attendance.

The Pledge of Allegiance was led by Ryleigh Johnson.

The accounts payable report was reviewed, Commissioner Gell moved to approve the report with Commissioner Letts seconding and all approving.

The minutes from the July 29th meeting were reviewed. Commissioner Vandervort would like additional comments added pertaining to Ryleigh Johnsons suggestion to install bike lanes in Town. With these noted modifications, Commissioner Gell motioned to approve the minutes with Commissioner Letts seconding and all others approving.

Robert Corn presented the July Miller Environmental report.

Donna Sheets arrived at 6:41pm.

Public comment:

- Dave Ashworth of 408 Calvert St. is a Lancaster County Drug Court Judge. He spoke regarding the rash of burglaries in the area. As a court judge, he will be meeting with Cecil County Judge Thompson. Mr. Ashworth asked the Board if there is anything they would like him to discuss with the Judge regarding these burglaries. Sgt. Campbell suggested that Mr. Ashworth be sure Judge Thompson is aware of the Town's concerns with these burglaries. The Board updated Mr. Ashworth on the additional steps that have been taken to address these issues. The Board agreed with Sgt. Campbell's suggestion to make Judge Thompson aware of the Town's issues.
- Dar Ward (323 Cecil Street) addressed the Commissioners regarding the current water run-off problems on his property that were brought about by the clearing of trees/brush on the adjacent cemetery. Also a brush pile which should have been removed is still located on the site. Mention was also made of proposed planting designs for the property. Wib Pumpaly reviewed what work is currently scheduled by the Town to help alleviate the water run-off problems. Brush will be cut and soil is to be added to create a berm in a low spot along the Ward's property line to divert the run-off.

Town Administrators Report

- Mr. Pumpaly stated that Direct Energy submitted a proposal for 7.789 cents/kWh for a 2-year contract. The price was accepted by the Town today.
- Mr. Pumpaly reported that building permits submitted – (31) August 2007, (65) August 2008 and (40) August 2009.
- Mr. Pumpaly reviewed the cash balance report and July Budget report.
- Mr. Pumpaly updated the board on the status of the Boys and Girls club heating and A/C installation.

President Vandervort stated the Boys and Girls Clubs are having severe budget cuts and there is a possibility of specific club sites being closed.

President Vandervort reviewed the proposed salary increases for Town Employees. All Commissioners have had an opportunity to review the recommendations. Commissioner Sheets moved to approve the salary increases

proposed by Mr. Pumpaly with Commissioner Letts seconding and all approving. Commissioner Vandervort stated that these increases will be retro-active to July 1<sup>st</sup>, 2009.

A short discussion was held to explain the make-up of the "Playground Committee" for Trinity Woods. An initial meeting is proposed for all who sign up and some interested contractors. Depending on the attendance a smaller, working committee would be formed to make the final decisions.

Commissioner Vandervort discussed the Memorandum of Understanding from the State of Maryland for all northern Maryland counties and their municipalities and Baltimore City in order to guarantee a sustainable water supply and wastewater treatment be available for the future. Apparently the State feels Charlestown should allocate personnel to work on the planning with no mention of funding being supplied. The decision to sign the document will be deferred until more information is gained from the State.

Commissioner Vandervort reviewed the progress of the Employee Committee regarding the selection of a new Town Maintenance Worker. Commissioner Vandervort stated that he would like to bring the (3) candidates in for a second interview with himself and any other Commissioners that may be interested. A date and time will be selected and the Board will be notified.

Commissioner Sheets discussed the topic of a Town Document Retention policy. Mr. Pumpaly suggested that a presentation be made to the Board reviewing the policy that has gone through a preliminary review process with the State Archives. This will be scheduled by Mr. Pumpaly for the next Town Commissioner's Meeting.

Commissioner Sheets presented the tote bags (w/Town Seal) that she would like purchased and made available for sale by the Town. Commissioner Vandervort will contact his shirt supplier for additional pricing and availability.

Commissioner Gell discussed the Fall MML conference in October at Rocky Gap, Maryland. Commissioner Gell made a motion that any Commissioners interested in attending this conference may do so . Commissioner Sheets forwarded the second and all approved.

Commissioner Letts made a motion to adjourn the meeting at 7:57 pm with Commissioner Sheets seconding and all approving.