

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*April 12, 2016 7:30 PM*

The Town Meeting was called to order by President Renee Capano at 7:30 PM. Present were Commissioners Renee Capano, Mary Carol Durange, Bruce Hechmer, Joseph Letts, Andy Thompson and Mr. Wib Pumpaly, Town Administrator.

**The Pledge of Allegiance** was led by Prosper Boudart.

**Approval of the Minutes of March 22, 2016** Commissioner Letts moved to approve, Commissioner Durange seconded. Approved 4-0, with one abstention.

**Accounts Payable Review March 8, 2016**—Accounts payable in the amount of \$44,280.58 were presented. Commissioner Durange moved to accept, Commissioner Letts seconded. Approved 5-0.

**Miller Environmental February Report** – Josh Griffith A total of 3,872,000 gallons were produced for the month, with an average daily production of 125,000. No coliform samples tested positive. Weekly housekeeping and monthly maintenance was performed. Twelve Miss Utilities were provided. Four settlement reads were accomplished. A meter readings were performed at 608 Cecil Street. The water was turned on and off at 527 Riverview due to leaks. The water was turned on at 414 Chesapeake Road. The water was turned on at 719 Ogle Street. The water was turned off at 322 Market Street due to a major leak. The water was turned off at 3 Manor Avenue at the owner's request. A leak check was provided for 210 Inspiration Road, none found. A leak check was performed at 110 Frederick Street. A leak was detected and the resident notified. Verified that the lock on 408 Chesapeake had been removed by tenant, returned water off. Flushed the fire hydrant at 11 Charity Court, later replacing meter at 11 Charity Court when resident was available. MRWA was used at various times during the month to locate and mark water valves that were either buried, or underneath pavement, sidewalks, etc. A leak was verified near 1479 Philadelphia Road. MRWA was scheduled to pinpoint the leak and were unsuccessful. The meter readings for the 1<sup>st</sup> quarter were started on 3/24/2016 and completed on 3/29/2016. Josh was asked if there could be more than one fire hydrant out of service? He is not sure if there are any other hydrants on that line. They are meeting tomorrow morning to resolve the issue. MRWA has mapped valves that have heretofore been unfound. Cecil Construction located and uncovered those that have been identified by MRWA. With these located we are now able to isolate sections without having to turn off the entire town.

**Cecil County Sheriff's February Report** – Sgt. Ron Schmidt submitted a written report that related the following: Thirty-four shifts were approved for a total of 136 hours. Of those 23.5 were filled for a total of 94.5 hours. There were 166 patrol/property checks. There were fifteen traffic citation issued (6 radar, 9 non radar); fifteen traffic warnings issued (5 radar and 10 non radar); six safety repair orders issued and no parking violations issued. There were no criminal or civil warrants served during March. There were no arrests made. There were two field contacts made and nine community contacts made. No business contacts were made. Seventeen shifts used radar and 7 did not.

### **Town Administrator's Report**

#### **OLD BUSINESS**

**Long Point Additional Protection & Planting Program** – We have a problem with our revetment project at Long Point. The MDE and the Army Corps of Engineers met by happenstance for lunch last Friday. The rocks have migrated towards the water and are now below the mean high tide line. President Capano and

Commissioner Thompson met a week or so ago and were informed by the contractor (Kingfisher) what it would take to reinforce the revetment. Mr. Pumpaly asks that the Commissioners approve the fix. President Capano suggests that this is an engineering mistake and could we go back to the engineer for recourse? Commissioner Hechmer agrees. Commissioner Thompson related that the contractor said that the price would be about the same if the original design had been enough. We do need to dump some more sand that has washed out and might go after the engineering firm for that loss. Commissioner Hechmer stated at the very least we should not use this engineering firm again. Commissioner Hechmer moved to spend 18,650 to Kingfisher to repair the beach, seconded by Commissioner Letts. Approved 5-0.

Mr Pumpaly presented an RFP for a planting design to be placed above the rocks. Mr. Pumpaly would like to get this RFP out for planting this spring. Ms. Antoshak was asked if the rain garden was part of the plan. She responded that at this time, no, but could be incorporated or could be a volunteer project for the fall. The design was done by Ecologically Sound who does a lot of work in the area. By consensus the RFP was approved.

**Water Tower Telemetry Upgrades** – We had retained DJs General Services from a hard wire system to a radio system. Most of it was finished. The remote monitoring and control system is not yet working. Miller Environment recommended Horney Industrial Electronics to finish up this project. They have recommended a sensophone system which is a poor man’s SCATA system. After the installation it will cost us \$240.00 per year for the monitoring. The bids from Horney Industrial Electronics are \$4704.04 and Cooper \$2450.00. Commissioner Letts moved to accept those bids to change over to Horney Industrial Electronics and Cooper, seconded by Commissioner Hechmer. Approved 5-0.

## **NEW BUSINESS**

**Cemetery Benches & Ordinance 93-2** – There is a request to place a memorial bench from a gentleman between two grave sites so that he can visit his wife. Commissioner Hechmer moved to allow the placement of the bench, seconded by Commissioner Thompson. Approved 4-0, with one abstention.

## **COMMISSIONER’S DISCUSSION CORNER**

**Power Secure LED Streetlights up-date (formerly ESCO Energy)** – Mr. Pumpaly informed the Commissioners that the audit is complete and they are preparing the report. Hopefully we will have a report at the next meeting.

**Kubota Repairs & Options** – The Kubota needs about \$3,500 in repairs at this time. It is 19 years old. Commissioner Thompson feels that it might be time to look into buying a new one. Mr. Pumpaly advises that to rent one would be \$800 a week or \$2000.00 a month not including transporting it here and back. He has received quotes \$65,000 to \$75,000 for new. If you go to somewhere like Richie Brothers and get one that would do the job for us would run \$100,000 because they have larger units. Commissioner Letts agrees that we need to purchase a new one. Commissioner Hechmer wonders if we could hire a contractor or rent one at this point. President Capano asks that we look at the State Contract and get firm pricing from Kubota. Mr. Pumpaly thinks that we fix the one we have at this point and put a new one in the budget. Commissioner Durange moved to fix the Kubota and look into the State Contract for the purchase of a new loader/excavator or a used one with a warranty to be placed in the new year’s budget seconded by Commissioner Letts. Approved 5-0.

**North East River Marina** – A sink hole is forming at the road/entrance to the Marina. Mr. Pumpaly requested McGuirk Construction to supply a quote. The cost is in the amount of \$2,447.00. Commissioner Hechmer moved that we fix the road leading into North East River Marina, seconded by Commissioner Letts. Approved 5-0.

**Town Clean-up Day (Beach Parks, etc.)** Charlestown Spring Clean Up This would be tied to Earth Day and make this a yearly event. April 30<sup>th</sup> is the day that has been set. People would sign up at Town Hall and sign a waiver and then be assigned to different areas such as Avalon, Veterans Park, the Wharf, Foot Log Beach. 8:30 AM to 12:30PM is the timeframe. People are also suggesting just cleaning up neighborhoods. This will be advertised on the website, signboard and facebook and also be placed on Volunteer Cecil.

**Water Service to Holloway Beach** – The county is interested in knowing if the town might be interested in providing water to Holloway Beach. They sent a letter of inquiry to the Town of Charlestown and to Artesian. (a private water contractor) Mr. Pumpaly had a meeting with engineering at Cecil County Public Works individuals who estimate a capital outlay about \$1.5 million to provide water. Mr. Pumpaly asked if the county might join in partnership to supply water to this area. The answer is no. There are many questions to answer in a decision making process for this issue. Commissioner Thompson asks if we supply water what would be the benefit to the Town of Charlestown. President Capano stated that we need to hear from the residents to see if they want water from us. Commissioner Hechmer stated that \$1.5m would never be justified. To annex that area would cost the town an exorbitant amount. Commissioner Thompson agrees. After much discussion, Commissioner Hechmer moved to not extend water to Holloway Beach, seconded by Commissioner Letts. Approved 5-0. Mr. Boudart feels that we should work with the county. Potable water is essential for existence. Artesian will run the water to the area and probably charge at a rate of three times what the town might be able to.

**Mayor's Drug Task Force** – President Capano attended the Mayor's Drug Task Force and a lot of information was disseminated. She would like to bring some of these informational meetings brought to the Fire House for our residents.

**Sub-meters & Well Drilling v. Ordinance 91-3B** – Mr. Pumpaly has received an opinion from the Town Attorney on this request. In the attorney's opinion, after studying 91-3B, we can put restrictions on the resident, under the town's general police powers, but he sees nothing that prevents residents from drilling irrigation wells. The prohibition would invite unwanted law suits. Mr. Pumpaly also contacted the County Health Department and State of Maryland which states that the authority to drill an irrigation well would lie in a town's ordinance. If the irrigation well were to be drilled in an aquifer within a water management strategy area, they would need approval from the State of Maryland. Depending on the annual withdrawal from the aquifer, the resident would need to have approval from the State of Maryland or file a notice of exemption. The MDE is prohibited from approving a water supply system that is used only to supply water for purposes for other than human and animal consumption. If wells allowed to be drilled, the water system should instigate a cross control plan for the system. Commissioner Thompson wonders if we allow this drilling of irrigation wells, how might this affect our aquifer? President Capano stated that she knows of wells that are in use for non-potable purposes in town. President Capano stated that this particular well would only be drawing ground water and would not be impacting the aquifer. This would be essentially a point well. President Capano is in favor of granting permission. Commissioner Hechmer desires President Capano to draft an ordinance before he would vote in favor of this. President Capano said that she could draft an ordinance before the next meeting which will be in two weeks. The resident will contact her contractor for information that might assist with the ordinance.

**Meeting with Lisa Gutierrez (Avalon Park)** – The Avalon Park Committee has met three times and are moving forward with a plan for the project. President Capano gave a brief overview of their concept plan. An ADA compliant walkway is planned, educational signage about endangered species of plants, refurbishing or stabilizing the last wooden boat built in Charlestown, solar lights along the bulkhead, a stage area, step seating into the hill, converting the pole barn to a pavilion with parking, possibly a dog park area, a community center that can be rented out. President Capano met with Lisa Gutierrez of DNR who is looking for the availability of

additional funding. Ms. Gutierrez did point out where a kayak launch might be which would be ADA compliant. We would need to apply for a technical assistance grant and they would help to design the kayak launch. They are wondering if their might be land area square footage for Parcel 6. Mr. Pumpaly does not know of any, only 1.3 acres.

**Budget FY 2016-2017** – Mr. Pumpaly has been talking to our new accountant and they are basically thinking that they would like to discontinue the Special Revenue Fund and move them to the General Fund. He passed a sheet out showing what would be in the General Fund and what would be in the Utility Fund. The Commissioners need to decide on the Constant Yield for the next fiscal year. Real Property values have increased so the multiplier will be lowered if we want to hold to the constant yield. If the Commissioners would decide to keep our multiplier at what it was last year, we would realize a slight increase in income. (3298.00 An increase in the multiplier that does not result in more than \$25,000 in additional income would not require any public hearings. We need to return the forms to the state soon. The Commissioners were asked to start a list of wish items for next year. Mr. Pumpaly requests a new stainless steel salt spreader and a new excavator/loader.

**SHA Sidewalk Project** – President Capano has received a legitimate complaint from the Beachcomber. The sidewalk will be on “his side” of the street which will block parking, projected trees would block his sign. He also wonders who is responsible for the snow removal? Commissioner Hechmer stated that the property was outside of town so we would not be responsible for the sidewalks anyways. A resident wondered about having to cross Rte 7 to get to this side is a concern for children. Someone suggested a bridge crosswalk.

**Planning & Zoning Minor Permit Approvals** Wording from P & Z Commissioner Thompson brought a request to allow Town Administration to approve minor permits not in the historic district. Commissioner Hechmer stated that Planning and Zoning code must be changed to reflect this. They will vote after the wording has been presented.

**May 14<sup>th</sup> is Community Yard Sale Day.** Contact Town Hall if you would like your address listed on the website.

#### **Period of Public Comment**

**Mr. Dennis Miller** – On Pennsylvania Avenue in Charlestown there are trees that need to be taken down. Mr. Miller would like to know who owns Pennsylvania Avenue and/or the trees and who is responsible for the trees? The Commissioners will look into this issue further and get back to Mr. Miller.

**Prosper Boudart** – Thanks the Commissioners for plugging away and making the Marinas paying their dues on their fees. The town needs to generate some revenue and the waterfront is our biggest asset. He feels that a gate at the boat ramp that would generate revenue. If you go to Ritchie Brothers you may get a real deal on a loader/excavator.

**Ursula Boudart** – We have so many parks and we need to generate money coming back from what we’re putting down.

**Patsy Clements** – Thanks the Commissioners for the opportunity for the Avalon Committee to have a voice in what will be developed.

**Ken Confalone** – Please support the mosquito spraying program in advance of the season.

There being no other further business for the evening, Commissioner Letts moved to adjourn the meeting at 9:43AM, Commissioner Durange seconded. Approved 5-0

*Respectfully submitted by: Debbie Myers, Town Clerk I*

Approved 4-26-2016