

Town of Charlestown
Town Commissioners' Meeting Minutes
April 8, 2008

The meeting was called to order by Commission President Steve Vandervort at 6:32pm. Commissioners Durange, Gell, Price and Sheets were all present. The Pledge of Allegiance was lead by Ryleigh Johnson. The accounts payable report was reviewed with a short discussion to explain "Aged Accounts." The motion to accept was made by Commissioner Sheets, seconded by Robert Gell and passed unanimously. The March 25, 2008 minutes were reviewed and Commissioner Sheets presented a minor change and moved to accept which was seconded by Robert Gell, all were in favor.

Robert Corn presented the March water treatment plant operations and maintenance report which is included in the meeting package.

Town Administrator's report started with a review of the proposed 2008-2009 budget. Discussion of the new format, chart of accounts, expenditures, and adjustments required by the latest (2007) audit, clarified several questions from the Commissioners. Coincidentally, President Vandervort mentioned that an agreement has been reached with the State Highway Administration concerning the placement of a drainage pipe beneath the road by the Town Hall in order to facilitate the drainage project for this area. Mr. Burden remarked about the need to contract an auditing firm for this year's audit. He stated that by the next meeting it would have to be decided if we need to bid out this project. President Vandervort suggested that we get a proposal from an auditing firm before making any decisions. A proposal was presented for a new truck should the Commissioners decide to make the purchase. This truck would be used for light hauling within the town and should result in substantial fuel savings. Commissioner Gell moved to purchase a Chevrolet $\frac{3}{4}$ ton 2008 pick-up truck with towing package. Commissioner Price seconded the motion and all Commissioners voted in favor. It was also noted that estimates have been solicited from a plumber and an electrician to upgrade the Town Dock water and lighting. Mr. Burden mentioned the Frederick/Calvert Street repair and noted that because of the depth (2'4") of a crossing fire hydrant line the project would require new pipe costing \$1,400.00. Commissioner Sheets moved to approve this expenditure and was seconded by Commissioner Durange; the motion passed unanimously.

The Sheriff's office did not have a report for this meeting, it will be presented at the 4/22/08 meeting.

Commissioner President Vandervort called the Public Hearing for the Proposed Real Property Tax Increase to order at 7:08pm and read the complete, published, notice (refer to tape). President Vandervort discussed in detail the reason for proposing to maintain the \$0.28 per \$100 assessment. He opened the floor to the Commissioners for discussion of the proposal in more detail. It was noted by Commissioner Price that this Constant

Yield Tax Rate does not necessarily account for inflation. He also noted that Charlestown is operating very efficiently, with one of the lowest tax rates in the County. President Vandervort stated that once a "right" tax rate is settled upon, it must be noted that the tax bill depends on the assessed value of the properties. This Proposal was the opened to the floor for public comment, and there being no comments forthcoming Commissioner Gell motioned to close the Public Hearing, this was seconded by Commissioner Sheets and it was approved by all to close the hearing at 7:20pm. Commissioner Sheets moved to maintain the \$0.28 per \$100 assessment, this was seconded Commissioner Durange and unanimously approved.

Steve Vandervort opened the meeting to public comment. There were no comments from the floor.

James Cochran was not present to discuss the Out of Town Sewer Connection for 83 Long Beach. This is the second time he has asked to be on the agenda and has not been present.

Commissioner Sheets opened the discussion about the Pavilion reservations. She had a concern as to who would be policing the area and parking issues. Commissioners Price and Durange said everything is the same as it is now except for the new fees. Commissioner Vandervort discussed how this would be posted to prevent problems with the reservations. Commissioner Price confirmed that a sign would be posted with the reservations dates and times. President Vandervort voiced his views on weekend reservations of the pavilion. Commissioner Sheets made a motion to rescind the last meeting's vote and re-discuss at another meeting. This was seconded by Steve Vandervort. Commissioners Sheets and Vandervort voted for the motion and Price, Gell and Durange voted against. The Pavilion Reservation issue remains as passed during the 03/25/08 meeting.

Henry Burden presented the draft of the Town Driveway Permit Ordinance. President Vandervort presented his views and stated he is against this ordinance. He believes we can already control this issue without the proposed ordinance. Howard Hall, Chairman of the Planning & Zoning Committee, discussed the reasoning for this ordinance. He noted that we do not currently have an ordinance specifically for driveways. President Vandervort noted that residents who do not bother to get permits at all are a separate issue that this ordinance does not address. Commissioner Price made a motion to table this draft for a more detailed draft from the Planning & Zoning, this was seconded by Commissioner Gell; all were in favor.

Discussion of the driveway which was put in without a permit noted that a good portion of the driveway is on Town property and creates possible water flow problems. It was pointed out that a "Stop Work" order was issued on the driveway. Historically, this homeowner has seldom obtained permits to do any work. It was noted that a gravel pad has turned into a concrete driveway that violates the 4 foot set-back rule, is mostly on Town property and can pose a danger to snow removal. It was suggested that it will be Mr. Burden's discretion as to the minimum modifications needed to be made to make the

driveway safe. Commissioner Sheets made the motion to approve the suggestion, Commissioner Durange seconded the motion and it was unanimously approved. Planning & Zoning will be tasked to address the 4 foot set-back violation. Commissioner Durange mentioned the growing prevalence of homeowners ignoring the permit step, constructing whatever they desire and then merely paying any associated fines when they are caught.

The Town welcome signs issue was discussed. Commissioner Gell confirmed that Mr. Lambdin gave \$5,000 for the purchase of these signs. This issue was tabled to facilitate further study of styles, sizes, designs and so forth.

Commissioner Price presented for consideration a Charter amendment to change the bid proposal amount from \$2,500 to \$10,000. Commissioner Gell made the motion to see to amending the Charter changing the bid proposal amount as noted; Commissioner Sheets seconded a motion; all were in favor.

President Vandervort recommended establishing a comprehensive Town Parks committee. Commissioners were all in favor of moving forward with this recommendation.

Russell Brown from Utility Service Company presented his company's Tank Service Contract. There will be more discussion before a decision can be made.

Commissioner Gell mentioned that a Mr. Peach would like to make a presentation about establishing a Model Boat Museum in Charlestown. The Commissioners expressed interest in this presentation and the possible museum.

Commissioner Gell would like to present the Key to the Town to State Delegate David Rudolph at the MML dinner. The Commissioners approved.

The meeting was adjourned at 9:22 pm.