

Town Commissioners' Meeting Minutes
August 28, 2012, 7:00 pm

Meeting was called to order at 7:00pm by President Robert Gell. Commissioners Gell, Confalone, Capano, and Letts were in attendance. Commissioner Durange arrived at 7:31pm.

The Pledge of Allegiance was led by: Emily Fletcher, Office Manager

Approval of Minutes – The minutes from the August 14, 2012 meeting were presented for approval. Commissioner Capano corrected a he reference to a she reference. Commissioner Letts motioned to approve as amended the minutes as written. This was approved 4-0.

Accounts Payable Review - The Accounts Payable report provided to the Commissioners was reviewed. Commissioner Letts motioned to accept the Accounts Payable report. This was approved 4-0.

American Home Energy Corp – Asma Manejwala, office manager and marketing director presented information on home energy and retrofitting for energy efficiency. She advised us about free programs that Delmarva is offering to residents, small businesses and nonprofits organizations to save money by reducing their energy consumption. The first program is a free home energy audit. One of their technicians would visit and evaluate the home and provide free CFL light bulbs, high efficiently shower heads and other energy saving devices to help improve efficiency. Average energy savings have been 23%. Empower Maryland Act 2008 has mandated all utility programs to assist in the reduction of energy usage by 15%, Delmarva is utilizing this program to comply with this mandate. The other program is the small business energy incentive program. It is for any business or municipalities that has accounts with Delmarva. The no cost home audit is covered by Delmarva. 80% cash rebate if they replace standard lighting with LED or CFL. She would like to place the information with a link on the website and the next Charlestown newsletter. Two requirements for residents are they must be Maryland accounts and the electric must be currently turned on. It will transfer with a move. Commissioner Confalone asked if the street lights would qualify for this incentive. Commissioner Letts mentioned he had a box installed on his air conditioner, Ms. Manejwala said that is part of another program. She named some other Towns that are participating and reiterated that this is a free program. Commissioner Capano requested this be put into the Town Chatter. For the Town rebates, they will need a copy of most recent bills for all meters except the pump stations. She also showed examples of different types of bulbs they install.

Ryan Homes – Ed Levendusky and Greg Speakman – Mr. Levendusky thanked the Commissioners for their support of the recent building permits and issues. He presented a document entitled strength in numbers. He indicated they currently have about 31% of the market share of current builders. He presented some market statistics for the different counties for sales and inventory. He also reviewed the length of time between listing to actual sale of a home. He indicated that if they lowered the price they could sell more homes thus building the tax revenue. But he stated that the permitting fees and tap fees are higher in this area, Charlestown in particular. They are 5.4% of the selling price. They are asking the Town if they could issue a dozen permits with a reduced tap fee. He said they have a small trough they are trying to get through and are asking the Town to partner with them to get through this. Commissioner Confalone asked if this would be a dollar for dollar reduction to the buyer. Mr. Levendusky said this would be a reduction to the buyer. Commissioner Confalone questioned what would the price point be for the new home. The price point indicated would be \$229,000. Commissioner Confalone indicated that the price point we need is \$250,000 to break even for service that we provide. He also mentioned the Town is near to capacity on the current water tower and will soon need to construct a new tower. We need to have the tax base infrastructure to be able to build. Mr. Levendusky said this would just be a starting price, the average selling price is \$319,000. Commissioner Capano asked how much they are looking for the Town to cut the connection fee down to on the twelve hookups. Mr. Levendusky said they would be happy with a 50% reduction if possible.

Water Street Properties – Karl Fockler, Larry Metz, and Brian Shivery – Mr. Fockler presented information regarding ongoing litigation between the Town, Charlestown Marina, and Water Street

Properties. Mr. Fockler indicated they have been approached in regard to settlement of this particular situation. It was indicated that the meeting may want to proceed into closed session. Tomorrow is a settlement hearing. Mr. Clower said it would be wise to close the session. Robert Gell said we will proceed with the remainder of the agenda.

Town Administrator's Report

Old Business

- **Water Service Revision-Seneca Point WWTP** – Mr. Pumpaly wanted to advise the board of changes to information on the request for water service for Seneca Point. They had originally requested 87,000 gallons per day. Through our engineer, URS, they revised the usage from 87,000 gallons per day to 2,887 gallons per day. Mr. Pumpaly has a meeting planned with URS and Miller Environmental on the 6th or 7th to review the capabilities of the Town Water system for future use. He will advise of the date and time of the meeting for Commissioners who would like to attend. May be beneficial to the Town to talk with providing water if we can negotiate a third well into this system.

New Business

- **Proposed Rental Wide Format Scan Station** – Mr. Pumpaly presented a proposal for the rental of a wide format scanner for the scanning of plans and other large documents of the Town. JL Motioned approved 5-0.
- **Health Insurance Provider** – Mr. Pumpaly presented information on health plan. Coventry current plan will no longer allow out of state doctor/hospital coverage. United Health care plan has been presented which will cover multi-state and will also save the Town some money. Commissioner Confalone indicated having attended the meetings he feels this is a good move for the Town and its employees.
- **On-Line Bill Pay** – Mrs. Fletcher presented information on Commissioner Confalone moved to proceed with online bill pay approved 5-0.
- President Gell appointed employment committee to interview applicants for the Town Clerk position. He asked the committee to report on their recommendations. Commissioner Capano presented a recommendation for the position pending complete reference check. Commissioner Capano motioned for approval pending favorable reference check. Approved 5-0.
- **Period of Public Comment**

Gophery Richardson – speak regarding executive session. Residents have the right to have all meetings out in the open. He said there may be reasons to have meetings in executive sessions, but feels you do not really need to. He is troubled that the commissioners and another group of people are going into executive session together.

Commissioner Confalone motioned to adjourn. The meeting adjourned at 8:02 pm.

Commissioner Confalone motioned to go into executive session to discuss legal issues. Approved 5-0.

Respectfully submitted by Emily Fletcher, Office Manager/Bookkeeper