

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*August 9, 2016*

The Town Meeting was called to order by President Renee Capano at 7:00 PM. Present were Commissioners Renee Capano, Mary Carol Durange, Joseph Letts, Andy Thompson and Mr. Wib Pumpaly, Town Administrator. Commissioner Hechmer was absent.

**The Pledge of Allegiance** was led by Nick Strong.

**Approval of the Minutes of July 26, 2016** Commissioner Durange moved to approve, Commissioner Thompson seconded. Approved 4-0.

**Accounts Payable Review August 9, 2016**—Accounts payable in the amount of \$94,895.61 was presented. Commissioner Durange moved to accept, seconded by Commissioner Thompson. Commissioner Letts asked what improvements were being done at Avalon. It was the charge for the concept plans from URS (AECOM) to develop a plan for the park. Commissioner Thompson asked whether the cost included structural plans or just the drawings. President Capano stated that URS (AECOM) walked the area. Commissioner Letts objects to the payment to URS (AECOM) that relates to Avalon. He wants to see the minutes of the meeting where this was approved. Approved 4-0 with the voiced exception of Commissioner Letts.

**Miller Environmental June Report** – Josh Griffith sent a written report. A total of 3,236,000 gallons were produced for the month, with an average daily production of 104,000. No coliform samples tested positive. Weekly housekeeping and monthly maintenance was performed. Twelve Miss Utilities were provided. A settlement reads was provided for 407 Caroline Street. A meter read was performed for 110 Frederick Street. No leaks were detected at 466 Frederick and 128 Steamboat. A PSI test was performed for 128 Steamboat. A booster pump was recommended to the resident. Leaks were found at 134 Louisa and 316 Cecil on the resident's side of the meters. A meter was replaced at 81 Salvation Circle after normal working hours. Missed reads were provided and finished up for the 2<sup>nd</sup> quarter.

**Cecil County Sheriff's June Report** – No report. The report is due later this week.

**Avalon Park Plan – Commissioners Capano and Durange** – The committee has met many times and talked with URS (AECOM) last Friday. URS (AECOM) has come up with three conceptual variations of their plan incorporating walking trails, community center, parking, dog park, pergola/gazebo, educational area and a picnic area. 70 parking spots are incorporated with 8 boat trailer spaces, 4 handicapped van spaces and 2 regular handicapped spaces. This plan will make both areas of the park cohesive as future grants proposals are being submitted. The committee is looking at various options in spending the money that is now available. Pervious surface walking paths of 1,075 square feet, 5 ft wide, priced at about \$20.00 a square foot bringing the cost to \$107,500.00. The pergola or gazebo would also need to be ADA complaint and have ADA compliant trails to it. Mary Clark Confalone asked if the pergola and ADA compliant trails to it would be possible to meet the deadline. Patsy Clements suggested that part of the trail might be not ADA complaint. Mary Carol Durange stated that anything constructed must be ADA compliant, can't be half and half. Ursula Boudart asked if the grant would cover the bulkhead repair. No, they are applying for further grants to address this. Ursula Boudart asked if the water was going to be cleaned out. Prosper Boudart stated that the land in Lot B was created by the dredging of the water in the area some time ago. He thinks more thought needs to be put into this park. Since Lot B is all fill dirt, more contemplation will be needed. Commissioner Thompson asked if the meeting minutes of the Park Committee could be forwarded to the Commissioners. President Capano stated that the Lot B grant project monies would need to be used by September 2016. She has an email in to DNR to

clarify. We need to order a sign stating where the grant monies come from. Grants being applied for include the following: The bulkhead needs repair at a cost of \$75,000 to \$80,000 to continue with the current type of bulkhead or \$60,000 to \$70,000 with riprap similar to Long Point. The ADA walking path \$207,000, with solar lights. Eco friendly seating with rain gardens expecting a quote from Swan Creek. Pole barn removal and turning it into a picnic area, still awaiting bid. The current ADA ramps at the old store are OK, but one will need to be added to the deck. Solar lights at the bulkhead 1,800.00, Message board (no current cost estimate), 10 trash receptacles made of recycled material \$6,375.00. Benches which would flip to change the direction of sight, we received plans from Ocean City as that community does their own. 10 spots for bikes at \$680.00. Landscaping is still in the works as far estimates because of what is needed. The approximate grant request is \$450,000 to \$500,000. Patsy Clements wanted to make the community aware that this concept plan being presented tonight, with the tying in of the top part of the park, is not part of what the Avalon Park Committee came up with as a whole. While many of things incorporated into this plan were thrown out as potential ideas they were not decided on by the committee.

**Maintenance Working Foreman Salary Range proposal** – Commissioner Capano asked the commissioners what they think the salary should be for a foreman. At the present time the salary is at \$14.20 or \$14.85 an hour. Commissioner Thompson believes \$15 - \$20 per hour. Commissioner Letts stated that they tried that several years ago and the persons applying wanted over \$20 an hour. Commissioner Thompson agrees that might end up being the case. Mr. Pumpaly stated that if we go over \$20.00 we will exceed the 2017 budget. Mr. Pumpaly stated that the person needs to be someone who when they are driving around will see things that need to be done will do them. He does not wish to micromanage the staff.

**Grant Applications Community Overview – Commissioner Capano** – A list of grants that have been applied for was discussed. A \$50,000 grant has been applied for the new Fire/Rescue Boat Assistance, \$90,000 for an addition to the fishing platform at the Stone Wharf, \$275,000 to dredge at the Fire Boat Pier and the Municipal Pier, \$275,000 for dredging at the Boat Ramp, \$25,000 VLT Community Grant. The VLT grant was not awarded. We have been awarded \$20,000 for testing of the dump site from the last dredging. We have also received of course the \$90,000 grant for Lot B.

**Town Hall Hours & Staff Work Hours – J. Antoshak and D. Myers** The proposed work and office hours would be 7:30 -5:00 Monday through Thursday and 7:30 to 4:00 on Friday. Since Wib is salaried he is not included. President Capano has now come around since the Friday hours will be more fully covered than the original proposal. Commissioner Letts moved and Commissioner Durange seconded to change the office staff hours to the proposed schedule effective September 1 or when the pay period can be adjusted. Approved 4-0

## **Town Administrator's Report**

### **OLD BUSINESS**

**Budget Amendment & Other Financial Issues** – Nick sent in budget to actual figures for the board to see the forms that they will be getting every month. When we add all the revenues up it will add up to the budgeted figure. Some reconciliation still needs to be done and the next report will look done. The general budget shows expenses of over \$4000.00 for the MML dinner which will be largely offset by the receipts.

### **NEW BUSINESS**

**Proposal to purchase Used Kubota Loader/Excavator** We have in the budget \$54,000 to purchase a new Kubota and a salt spreader. Our grass contractor bought a new one last year with 75 hours on the motor. He wanted a larger one to push snow, so he purchased a new one trading in this one, which is now available.

Commissioner Letts and Mr. Pumpaly went to look at it last week. \$49,990.00 is the cost of the unit with the excavator and we would garner a \$6,000 trade-in. A front end bucket with a thumb that could be used to pick up logs and brush is around \$4,000.00. If we were to purchase with the options it would put us over budget by 515.00, since we have already approved the salt spreader. The unit still has 18 months of warranty. The other units would need extended warranties at a cost of around \$400.00. Mr. Pumpaly and Commissioner Letts feel this would support all of our needs. Commissioner Thompson asked about the need for the grappling thumb. After explanations, satisfying the questions, Commissioner Letts moved to buy the Kubota at \$48,875.00. Commissioner Thompson seconded. Approved 4-0

**Historic District Commission Chairperson** – Rebecca Phillips has stepped down as Chair of the Historic District and Ron Edwards has taken her place.

**Tree Removal 235 Black Avenue** – Mr. Adkins is asking the town to take down a tree in front of his house. Pictures of the tree were in the packet. Mr. Pumpaly sees no rot in the tree, however, it is lifting the road. Commissioner Letts moved to remove the tree and plant another one, Commissioner Durange seconded, approved 4-0.

A thank you note was received from the Young at Heart group thanking the Commissioners for their ongoing support of the group.

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

**Danny Neal** – Mr. Neal lives in the 300 block of Caroline Street. He is having an ongoing problem with cats, some domestic and some feral. Cat Crusaders came and tried to trap and got none. He found eggs on his property that appeared to have been thrown. He does not feel that he should have to contend with his neighbor's cats. He was wondering if the town could try to persuade the county to adopt some cat regulations similar to those of dogs. More education about being a good neighbor might be a start. His neighbor, Susan Tucker, also reiterated that one neighbor is especially troublesome. President Capano offered that we as a town will send a letter to the County asking them to look at adopting some cat regulations.

**Mary Clark Confalone** – When you were going on about what was going to happen at Avalon Park, she was thinking about all the things that are happening in town. She's thinking about signage not only at Avalon but possibly along Rte 7. We need to be thinking in a broader scope with a long range plan. It is mandated and we will need to start next year to update our Long Range Plan (Comprehensive Plan)

**Dan Rubert** – He has a question about a plan that might be in the works to alleviate some of the weekend traffic concerning the boat ramp. Commissioner Capano stated that charging for the boat ramp would not cover the cost of dredging, perhaps having one way streets during the season. Mr. Rubert was just suggesting a simple sign directing traffic in a pattern. Mrs. Clements asked which roads, because some of the streets at the water have very tight turn radiuses. Commissioner Thompson will have some proposals that he is working on to address a couple of issues for the next meeting. Weekends the traffic is a free for all.

**Patsy Clements** – She wants clarification of what needs to be done by September, and what, if anything, her committee would be responsible for to meet that deadline. She will be sending out the minutes to the Commissioners.

**Prosper Boudart** – He is adamant that we need to clear up the stream or the delta off of Louisa Lane. He wants to clarify that the residence is not on the historic register and not protected. We need to convince the

estate that now is the time to sell. Prosper wants to ask for a public meeting to see if the residents want to charge

**Ursula Boudart** wants to make the point that the boat ramp gate was approved and needs to be revisited. Commissioner Capano said that she does not want to lose grants to dredge in the future because we made \$10,000 to \$20,000 in charging in the boat ramp. Ms. Boudart also asked if the charge of URS (AECOM) for the Avalon Park concept plan was discussed at an open meeting and decided by the board. President Capano stated that it was brought before the board in a public meeting and approved.

There being no other further business for the evening, President Capano called for a motion to adjourn the meeting. Commissioner Durange moved to adjourn the meeting at 8:40 PM, Commissioner Letts seconded. Approved 4-0

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