

Town Commissioners' Meeting Minutes
January 10, 2012, 7:30 pm

Meeting was called to order at 7:30 pm by President Robert Gell. Commissioners Robert Gell, Mary Carol Durange, Renee Capano, Kenneth Confalone and Joe Letts were in attendance.

The Pledge of Allegiance was led by Ryleigh Johnson.

Swearing-In Ceremony – Dr. Robert Gell, Renee Capano and Kenneth Confalone were sworn in. The Commissioners then voted among themselves for the positions of President, Vice President and Treasurer. Commissioner Gell was elected President. Commissioner Durange was elected Vice President. Commissioner Confalone was elected as the Treasurer of the board.

The minutes from the December 13, 2011 meeting were approved. Commissioner Durange motioned to approve as written. This was approved, 3-0. Commissioner Confalone and Capano abstained.

Sheriff's Report (December) –Sgt. Ron Schmidt - The report was not ready but will be available at the next meeting.

Miller Environmental Report – Robert Corn –. Last month Miller Environmental treated 2,281,000 gallons of water. They collected their routine samples which came back negative. They replaced one nonworking meter, completed 3 settlement readings, inspected one new meter, turned off water at 4 locations and turned on water at 1 location. Checked for two leaks and one was determined to have a leak on the customers side.

The Accounts Payable report was reviewed. Commissioner Letts motioned to pay the bills and this was approved 5-0.

Town Administrator's Report

Old Business

- Chesapeake Utilities Franchise Agreement – Mr. Pumpaly states that one of the biggest hang ups was the 50 year term of the franchise. North East has already done this and the county has approved it. The agreement that Chesapeake Utilities prepared for Charlestown was provided to the Commissioners for their review. Mr. Pumpaly states this is not going to lock the Town in forever and is not something the Town cannot get out of if we decide to do so later on. Mr. Pumpaly recommends that the Town include some of the verbiage from the county document in its own. Commissioner Gell asks what the issues were with North East making the agreement with Chesapeake Utilities. Mr. Pumpaly stated that he wasn't sure but North East's Town Clerk has assured him that they will provide Charlestown a copy of their agreement. Commissioner Capano asks if natural gas is available to the residence, are they prohibited from using propane. Mr. Pumpaly states that per the agreement, just because natural gas is available doesn't mean the residence are required to tie into it.

New Business

- December Budget Review – The General Fund contains \$28,098.23 more in revenue than expenses. In the Special Fund, expenses exceed revenue by \$18,036.63. The Utility Fund has exceeded expenses by \$106,065.74. Mr. Pumpaly reviews budget accounts that are currently

overdrawn. More specifically, the legal fund. Commissioner Gell suggested that this be discussed this at the end of the meeting.

- December Cash Balance Review – Currently, we have \$371,223.12 in the General Fund, \$447,431.31 in the Utility Fund and \$157,951.25 in the Special Fund. Commissioner Gell asks if this includes the cost of the emergency inter-connect. Mr. Pumpaly explains this does not reflect those expenses.
- December Accounts Receivable Review – Everything is current. Comcast is over 30 days but will be coming in. Water Street Properties currently owe late charges. The Commissioners discussed the method of calculating the late fees.
- December Fuel Reports (Gas/Diesel) – The spreadsheets were provided to the Commissioners for their review. We continue to keep good record of our gas and diesel usage. Commissioner Letts expressed concern about the care for the Kubota and suggests that we consider this when it comes time to look at the budget.
- December Maintenance Work Order Review – Current work orders were provided to the commissioners for review.
- December Building Permit Review – Current permits were provided to the Commissioners for their review.
- Aflac Employee Coverage vs. Local Govt. Insurance Trust Proposal – Mr. Pumpaly presents that Aflac has been the company used for Short Term Disability for employees. It has come to our attention that LGIT now offers a similar plan that includes every employee and it would save the Town \$315.72 per year. Mr. Pumpaly also suggests that the Town include accidental death and dismemberment insurance. Since we are saving \$315.72, the new insurance would only cost \$196.68 per year for 5 employees. This would normally be brought up at budget time but the Aflac renewal date is Feb 1st. Emily also included that LGIT is guaranteeing their rates for two years where Aflac's rates have gone up over the past two years. Commissioner Durange motioned that we take part in the two programs from LGIT. This was approved 5-0.
- Commissioner Confalone brought up the overage worksheet and asked we discuss it. Emily explains why it is there and how it will be corrected.
- Mr. Pumpaly mentioned the break in that took place at the Maintenance Shop approximately a month ago. As of tomorrow, everything will be purchased to replace and repair the stolen property. Mr. Pumpaly stated he has been looking at job boxes to host the tools that would often attract burglars. He stated he has been looking at different job boxes and has found one for \$299. We have gotten several quotes for alarm systems for the maintenance shop but they are very expensive. Also, he suggested we possibly enclose the entire area with chain link fence. Mr. Pumpaly asks that the Commissioners think about the idea of purchasing a job box.
- The Town received a thank you note from the fire department for its donation in memory of Millard T. Bott.
- The winners from the word search and coloring contests in the Charlestown Chatter were reviewed.
- Dr. Gell stated that in an effort to keep everyone up to date on the lawsuit, depositions are being taken. The town is being sued because the owner of Charlestown Marina wants access to C-Dock.

Period of Public Comments

Dennis Taylor questions the employee input on the benefits with LGIT. Mr. Pumpaly stated that Charlestown employees input are on par with other municipalities.

Ursula Boudart congratulated the new Commissioners. She also questioned the lease on Water Street Properties and asks if a non paid late fee is a breach of the lease. It was determined this was not the case.

Commissioner Durange motioned to adjourn, this was approved. The meeting adjourned at 8:22 pm.

Respectfully submitted by Christina Jackson; Town Clerk.