

Town Commissioners' Meeting Minutes
January 22, 2013, 7:00 pm

Meeting was called to order at 7:02pm by President Robert Gell. Commissioners Gell, Confalone, Capano, Durange and Letts were in attendance.
The Pledge of Allegiance was led by: Bruce Hechmer

Approval of Minutes – The minutes from the January 8, 2013 meeting were presented for approval. Commissioner. Commissioner Letts motioned to approve the minutes and Commissioner Durange seconded it. All were in favor, approved 5-0.

Accounts Payable Review - The Accounts Payable report provided to the Commissioners was reviewed. Commissioner Letts motioned to accept the Accounts Payable report, Commissioner Confalone seconded it. All were in favor, approved 5 – 0.

Settlement Agreement – Town of Charlestown v.Charlestown Marina LLC – Commissioner Capano asked Mr. Pumpaly that the agreement has been reviewed by our attorney. Mr. Pumpaly said “yes” he was advised that it is ready to be signed by the President. Commissioner Letts motioned to approve and Commissioner Durange seconded it. All were in favor, approved 5 – 0.

Appointment of Alternates to Charlestown boards & commissions - Charlestown –

Mr. Pumpaly stated that it is in the Annotated code of Maryland to permit commissioners to appoint alternate members to the Planning and Zoning Board, the Historic District Commission Board and the Board of Appeals.

Ethics board can also be added by the commissioners but it requires an amendment to 2001 sect 16-3 of the Charlestown code.

Elections board can also add an alternate but must amend 25-602 of the Charlestown Charter. That requires a resolution to the existing charter.

Commissioner Durange made a motion to appoint an alternate board member to the Planning and Zoning Board, the Board of Appeals and the Historic District Commission.

Charlestown Fire Co. Commissioner Capano updated the Spring into Summer event; coast guard is attending and bringing their remote control boat and teaching water safety. The Charlestown fire company has passed on the event and the North East fire department is coming. Commissioner Durange continued that bike Maryland is coming to do a bike rodeo, also the Cecil County Health department as well as a dietician to teach about healthy snacks. Commissioner Capano described that the police will come with the canine unit. The children will be doing laps around the track and collecting beads for a bracelet. Overall it will be an informative event at the school and continue into the town. The hours at the school are 1:00pm to 3:30pm and then in the town from 4:00pm to 7:00pm

Budget Amendment – Emily Fletcher –

Commissioner Confalone wanted to review where the Town stands at about the 6 month point in the FY 2012. He explained that money was taken out of long term savings to pay for the new truck and the repairs that are being made to water street property. He explained that what is needed is a capital budget not just an operational budget, which is all we currently have. He stated that is why the budget amendments are necessary; he feels that next year, with a capital budget in place, budget amendments should not be necessary.

Ms. Emily Fletcher presented budget amendment #1for Fiscal Year 2012-2013.

The General Fund amendments will require the transfer of \$113,454 from long-term savings. \$112,726 of this amount is for capital expenditures.

The Special Revenue Fund amendments will require the transfer of \$127,435 from long-term savings. \$124,885 of this amount is for capital expenditures.

The Utilities Fund amendments will require the transfer of \$167,415 from long-term savings. \$40,816 of this amount is for capital expenditures and \$123,699 is to be transferred to the Special Revenue Account.

The other amounts are minor budget adjustments required to balance the current budget. The last sheet reflects account number changes, required for this budget amendment. President Gell stated that it is known that some of the Governor's highway user fund has been restored for the next fiscal year and we should be getting about \$33K. Commissioner Durange motioned to approve the budget amendment and Commissioner Letts seconded it. All were in favor, approved 5 – 0.

Old Business

- **Proposed Repairs to "C" Dock Transformer at Charlestown Marina**

Mr. Pumpaly is seeking information from Delmarva, URS and various quotes on repairing or replacing the transformer on C dock. When all quotes and information are in, Mr. Pumpaly will update the commissioner and it can be decided what will be completed.

- **630 Water Street refurbishment Up-date**

Mr. Pumpaly showed pictures of the new front entrance, bathrooms and many other updates that are being completed. Total to date spent is \$48894.60 and we are about halfway completed. The only thing that is not in the total expected figures is the decks. Mr. Pumpaly said he expects that some repair will need to be done.

- **Cecil House roof repair Up-date on hurricane sandy damage**

Mr. Pumpaly stated the insurance company is going to give us approximately \$1407 - \$1758 to repair the damage due to hurricane Sandy. He does not feel this is enough to replace the roof which is what is needed. Mr. Pumpaly is trying to prevent further damage to the structure itself and is waiting to hear back from the adjuster to see if they will consider giving us more.

- **Ice House Roof Replacement Update-** it has sustained damage and the insurance company is estimating the covered amount to be \$3180 – \$4030. Mr. Pumpaly is working with Prosper Boudart on possibly replacing the entire roof for under \$4000. This is not confirmed yet but is conceivable.

- **Ice Splash Revised date new date Feb 23, 2013.**

New Business

- **Storm Sewer Improvement – Hull Property – 124 Conestoga St. –**

Mr. Pumpaly described the drainage problem at the Hull property. It seems that when Conestoga Street was widened the street drainage was changed thus causing storm water to go into the foundation and cause damage to the Hull property. The Hulls' would like permission to install several catch basins as well as some pipes in the street at their expense. Mr. Hull has had a study done by a registered engineer to plan how this can effectively be done. Mr. Pumpaly also had URS review it and they see it as a doable project.

Commissioner Letts made a motion to approve the Hull project and all were in favor, approved 5 – 0.

- **Utility Billing cycle Proposed Changes** – Ms. Fletcher proposed that the time span between a due date and shut off date be changed from 15 to 7 days. After review, Commissioner Durange motioned to approve the shorter time and Commissioner Confalone seconded. All were in favor, approved 5 – 0.

- **Period of Public Comment**

Thomas Bicking of the Charlestown Fire Company asked why the Town used to sponsor the National Night Out with the fire department and now they do not. The fire company has been filling it in with their

Fall Open House but would like to go back to the national "night out" forum. Commissioner Durange said that she thought it was just that there was no one to take it over when a previous commissioner left. Mr. Bicking also asked why the fire department wasn't notified when we found out the date for the ice splash. He said that last year they were not aware of the event until the day of. He stated that he would like to be notified when Town Hall gets notified so that he can have notice to provide proper coverage with EMS and rescue personnel. Commissioner Durange stated that she will contact the organizer of the Ice Splash and get back to Mr. Bicking.

Prosper Boudart asked if the new truck and the cost of repairing the water street property can be put in a capital budget. Commissioner Confalone said that is what they are planning to do for the next fiscal year but as of now, the whole expense is shown in one year.

Ursula Boudart suggested to Tom Bicking that he or someone from the fire department attends the regular Town Commissioner Meetings or obtains the minutes to know what is going on at the meetings. Mr. Bicking stated that he would love to attend but that time does not allow him or the Chief to attend regularly.

The meeting adjourned at 8:43 pm.

Respectfully submitted by Janine Antoshak, Town Clerk

APPROVED 2/26/13