

**Town Commissioners' Meeting Minutes**  
**July 10, 2012, 7:00 pm**

Meeting was called to order at 7:01 pm by President Dr. Robert Gell. Commissioners Robert Gell, Mary Carol Durange, Ken Confalone, Joe Letts and Renee Capano were in attendance.

The Pledge of Allegiance was led by Ryleigh Johnson.

Linell Sweet thanked the Commissioners for appointing him to the Ethics Board.

**Approval of Minutes** – The minutes from the June 20<sup>th</sup>, 2012 meeting were presented for approval. Commissioner Confalone requested a change to the minutes, but the change he suggested was not correct. Commissioner Durange motioned to approve the minutes as written. This passed 4-0 with Commissioner Letts abstaining.

**Accounts Payable Review** - The Accounts Payable report that was provided to the Commissioners was reviewed. Commissioner Letts motioned to accept the Accounts Payable report. This was approved 5-0.

**Miller Environmental Report – May 2012** – Robert Corn reported that last month, Miller Environmental treated 2,896,000 gallons of water and collected their two routine bacteriological samples that came back negative. They inspected 3 new meter installations, turned one service off due to leak on customer's service line, completed 4 settlement reads, checked for one leak (which was found on the customer's side), completed 3 pool fill readings, turned one service on, and completed the Consumer Confidence Report (included with monthly report). Mr. Corn also reported that D.J. was tuning the radios on the telemetry lines.

**Sheriff's Report – May & June 2012** – The May and June Sheriff's Reports were not received in time for the Commissioners to review it during the meeting.

**Town Administrator's Report**

**Old Business**

- **No Old Business to Discuss**

**New Business**

- **Sidewalk & Bicycle Project** – Mr. Pumpaly reported that last week the SHA contacted him about a project to start a sidewalk down Caroline Street, down Rte 269 to the Charlestown Bridge. He presented a letter he received from Jeff Wentz requested a letter of commitment. Mr. Pumpaly provided a sample letter from the Town of Tacoma Park. The SHA is requested that the Town take over maintenance of the sidewalks after they are installed, assist with the right-of-way acquisition and public involvement. The SHA also requested that the Town assist with funding. Mr. Pumpaly reported that he sent a note to the planner, Eric, requesting a quote of how much the project will cost. Eric Beckett of the SHA was not able to provide a quote and suggested that the funding commitment be left open. Mr. Pumpaly asked the Commissioners what they would like the letter to say. Commissioner Durange suggested that the letter state that the Town will be committing some funds but won't know the amount until the total project cost is determined. Commissioner Durange motioned that Mr. Pumpaly write the letter. This was approved 5-0.
- **June Budget Report** – Mr. Pumpaly reviewed the June Budget Report with the Commissioners.

- **June Cash Balance Review** – Mr. Pumpaly reviewed the June Cash Balance Review with the Commissioners.
- **June Accounts Receivable Review** – Mr. Pumpaly reviewed the June Accounts Receivable Review with the Commissioners.
- **June Fuel Report** – Mr. Pumpaly presented the June Fuel Report for the Commissioners review. The Town is able to account for all gallons used.
- **June Maintenance Work Order Review** – Mr. Pumpaly presented the June Maintenance Work Order Review for the Commissioners.
- **June Building Permit Review** – Mr. Pumpaly presented the June Building Permit Review reflecting the (7) seven building permits applied for in June.
- **Period of Public Comment**

**Becky Phillips** – Mrs. Phillips made an announcement that a group will be meeting at the Stone Warf to dedicate the new sign for the Ice House on Sunday, July 15<sup>th</sup> at 12:30. She also announced that there will be an event at the 107 House. There will be a yard sale on Sept 8<sup>th</sup>. Commissioner Confalone asked about the Historic Reenactment. Mrs. Phillips said she didn't know much about it. Mrs. Boudart stated it will be Aug. 12<sup>th</sup>. Mr. Pumpaly gave a brief description of the event.

**Pete Williams** – Mr. Williams stated that typically the VFW in North East provides the flag for the cemetery in Charlestown. Due to the economy, they were not able to so Pete has provided this year's flag. Mr. Williams also stated that he wished to thank Elizabeth and Edgar McMullen for their years of service.

**Dennis Taylor** – Mr. Taylor asked when the sewer system backs up, who is responsible and who is contacted. Commissioner Gell responded that it is the County's system and their responsibility. Mr. Taylor asked if the local residents are to be notified. Commissioner Gell commented that it would have been good if the County had contacted those residents. Mr. Taylor also commented that someone commented to him that there was not any kind of marker showing where the end of the boat ramp is. Commissioner Letts commented that he has never heard of anyone backing off of the ramp.

Mr. Pumpaly stated that the Commissioners are scheduled for an Executive Session held at the Attorney's office on Friday, July 13<sup>th</sup> at 1pm. Commissioner Durange motioned to open the Executive Session. This was approved 5-0.

Commissioner Gell motioned to adjourn.

The meeting adjourned at 7:37 pm.

**Executive Session Summary:** Attorney reviewed orders from Circuit Court. Commissioners advised Attorney of their proposal to settle the case and the Attorney agreed to proceed with their proposal.

Respectfully submitted by Christina Jackson; Town Clerk.

Town of Charlestown Form of Statement for Closing a Meeting

**FORM OF STATEMENT FOR CLOSING A MEETING**

Location: OFFICES OF  
CLAUDE PARRECK ! SEAMAN

Date: 7-13-12  
Time: 1 PM

Motion By: H. DURANGE 2nd by: K. CONFALONE, to move to closed session pursuant to the Annotated Code of Maryland, State Government Article, §10-508 (a).

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Name <u>R. GILL</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name <u>M. DURANGE</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name <u>K. CONFALONE</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name <u>J. LEITS</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Name <u>R. CAPANO</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**STATUTORY AUTHORITY TO CLOSE SESSION**

**State Government Article §10-508(a):**

- (1)  To discuss:
  - (i)  The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or
  - (ii)  any other personnel matter that affects one or more specific individuals.
- (2)  To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.
- (3)  To consider the acquisition of real property for a public purpose and matters directly related thereto.
- (4)  To consider a preliminary matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.
- (5)  To consider the investment of public funds;
- (6)  To consider the marketing of public securities;
- (7)  To consult with council to obtain legal advice on a legal matter;
- (8)  To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9)  To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10)  To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;

- (11) [ ] To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) [ ] To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) [ ] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) [ ] Before a contract is awarded or bids opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**REASON FOR CLOSING AS PER STATUTORY AUTHORITY LISTED ABOVE AND TOPIC TO BE DISCUSSED:**

- (  ) DISCUSS INBOARD AFFAIRS SUMMARY
- ( ) JUDGMENT REQUEST
- ( ) \_\_\_\_\_
- ( ) \_\_\_\_\_
- ( ) \_\_\_\_\_

**ACTION TAKEN (IF ANY) INSERT IN NEXT REGULAR BOARD MEETING MINUTES;**

ATTORNEY REVIEWED DECISIONS FROM CIRCUIT COURT. COMMISSIONERS ADVISED ATTORNEY OF THEIR PROPOSAL TO SETTLE THE CASE AND THE ATTORNEY AGREED TO PROCEED WITH THEIR PROPOSALS

Time closed session adjourned: 1:44 PM

R. GELL  
 Presiding Officer