

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*July 26, 2016*

The Town Meeting was called to order by President Renee Capano at 7:00 pm. Commissioners present were Joseph Letts, Mary Carol Durange, Renee Capano, Andy Thompson and Bruce Hechmer. Also present were Town Administrator Wib Pumpaly and Town Accountant Nick Trionfo.

**Pledge of Allegiance** was led by Ken Confalone

**Approval of the Minutes of July 12, 2016** Commissioner Letts moved to approve, Commissioner Durange seconded. Approved 3-0.

**Accounts Payable Review of July 26, 2016** – Accounts payable was presented for payment in the amount of \$22,403.77. Commissioner Letts moved to accept, Commissioner Durange second. Approved 5-0.

**Unaudited End of Fiscal Year Financial Report** – Nick Trionfo presented the unaudited financial report. The transfer of the funds to PNC is progressing. The movement of funds will take place soon. The deposit slips have arrived and the checks are due soon. This should be the last run of Cecil checks. We are 80% ready for this year and by the end of next week we should be totally set for the coming fiscal year. By August we should have final end of the year statements.

**Sale of Town Owned Lands** – Commissioner Capano brought the subject as a point of discussion. She states that the wooded lot down off of Chesapeake on Carpenter's Point Road and the Fireman's Field might be parcels considered for sale. Commissioner Letts stated that the lot called Fireman's Field would be an ideal spot for a new Town Hall.

**Charlestown Street Repairs** – Special Projects – There were four or five special projects listed on a handout included in the Commissioners packet. Louisa Lane Extended – grade and put down gravel. Caroline to Ogle 10,640.00 to pave. Caroline Street drainage project, North Cecil Street to Bladen Street. \$39,000 to fix the whole project. Stub of Frederick Street going into the C-Dock area \$11,000 to pave. Finish the North east quadrant Caroline from Calvert to Bladen, \$21,500. President Capano stated that if we don't take care of the drainage the streets will still be eaten up anyway. Mr. Pumpaly also suggests that we wait until after the winter and see where we stand. Commissioner Thompson also agrees with laying out a program of scheduled paving projects. The board agrees to hold off on special projects until Spring to decide.

**Town Administrator's Report**

**OLD BUSINESS**

**AT&T Antenna Lease Update** – The current lease and the proposed amendment agreement that would extend the lease for another 25 years past the current lease date of 2023. Commissioner Thompson proposed a 3% increase each year. Mr. Pumpaly presented such wording as an amendment might be stated. He explained the numbers of the AT & T proposition of 10% at the end of five years as opposed to the 3% per year. While the first five years we will lose slightly in income the succeeding years will increase our income more than the

proposed AT & T proposal. By consensus the Board agrees to make this proposal to A T & T. Mr. Pumpaly will write a letter to AT & T.

**Motion to Approve Addition to P & Z Board** Commissioner Letts moved to appoint Tom Durange to the Planning and Zoning Commissioner, seconded by Commissioner Thompson. Approved 3-0 with 2 abstentions.

**Town Hall Hours** The proposed change in hours of the office staff was discussed with the proposal to close the office at 2:30 on Fridays. Another suggestion would be to work four 9 hour days and then work every other Friday for 8 hours with having every other Friday off leaving the office open and having the staff stagger Fridays off. President Capano stated that the office needs to be open until 5PM. Commissioner Hechmer stated that he has no problem with the office closing early as long as the work still gets done and no one comes in on Friday afternoon. Commissioner Hechmer asked the staff to conduct a poll to see how many people come into the Town Hall on Friday afternoon. Tabled.

## **NEW BUSINESS**

**Proposed Under Tailgate Electric Salt Spreader** – The current salt spreader is mechanically very difficult to maintain. Mr. Pumpaly proposes a under the tailgate salt spreader. The maintenance aspect is much better and pricing is about the same, \$5640.00. President Capano asked about the auger type and if it would give us trouble. Moxley’s recommendation is this type of salt spreader. This will give us the capability to have both trucks salt. Commissioner Letts moved to buy the salt spreader for 5640.00 installed, seconded by Commissioner Thompson. Approved 5-0

**Long Point** – The revetment rock work is now complete. Mr. Pumpaly has been in contact with Swan Creek about the planting.

## **Period of Public Comment**

Ken Confalone – If you are changing terms of employment remember to change the personnel manual.

Prosper Boudart – Two or three years ago the Board voted to install a gate at the ramp, but did not fund the gate. It needs to be readdressed. President Capano says not tonight they are working with the state. Also, the ramp is going to need some work in the near future to make it safer. Stormwater runoff is a big factor in maintaining the roads. A lot of thought needs to be included when taking on these types of projects. You need to analyze every street in town.

The town website now has our historic documents on our site.

**Motion to Adjourn to Closed Session** – Commissioner Letts moved to adjourn to Executive Session, seconded by Mary Carol Durange. Approved 5-0.

There being no further business, Commissioner Letts moved to adjourn the regular meeting seconded by Commissioner Thompson. Approved 5-0 @ 7:53 PM.

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