

TOWN COMMISSIONER'S MEETING

JULY 8, 2008

The meeting was called to order at 6:30 pm by President Vandervort with Commissioners Gell, Durange and Sheets in attendance. Ryleigh Johnson led the Pledge of Allegiance.

The minutes from the June 10, 2008 meeting were reviewed. Commissioner Gell made the motion to approve these with the exception of a non-action item to be deleted. Commissioner Sheets seconded the motion and these minutes were unanimously approved. (4-0)

Robert Corn gave the Miller Environmental report for June. The procedures for leak abatement and old meter failure and replacement were briefly discussed.

Sgt. Campbell attended to give the Sheriff's Reports for May and June. A question was asked about gang activity in the area and it was explained that gangs are located mostly in Perryville and Elkton. The amount of evident graffiti seems directly related to gang activity. Charlestown has a policy of zero tolerance for graffiti.

The Accounts Payable report was reviewed and Commissioner Gell motioned to approve the report as written. Commissioner Durange forwarded the second and the motion passed unanimously. (4-0)

Tom Durange appeared to request a donation from the Town for \$7,500 to be used for RiverFest 2008. Also discussed were the streets which would need to be closed during the RiverFest activities. Commissioner Gell made a motion to approve the donation. Commissioner Vandervort seconded and the motion passed 2-0. Commissioner Gell moved to accept the requested street closings, Commissioner Vandervort seconded the motion and it passed 2-0.

The Town Administrator's report began with a discussion of the Staples' State of Maryland purchasing contract. It was thought the Town does not purchase enough to qualify for this service, however, this program would be further explored and utilized if possible.

It was announced that Charlestown will be receiving an award at the County Commissioner's Meeting from the MRA (Maryland Recycling Association) for our recycling efforts. President Vandervort will be attending this July 22nd ceremony.

The Town's inventory of documents is being prepared for submission to the State Legislative Office for their review so Charlestown can move forward with the Document Retention Program.

It was announced that applications for grant money for playground equipment in Trinity Woods must be submitted by 8/25/08. It was mentioned that a basketball court seems to be the homeowner's of this area first choice. President Vandervort will be speaking with the head of the Trinity II(B) Homeowner's Association to gather more ideas. It was suggested that grants be pursued on three fronts; Trinity II (B), Long Point and the courts in the athletic complex.

The Town Pier water and lighting is finished and boaters are happy. Commissioner Durange noted that boaters have mentioned how impressed they are with the improvements and that they would not oppose a fee increase if they were sure all the monies would be used for the Town boating facilities. Letters noting the empty slips are out and answers have already been received.

The driveway problem on Chesapeake Drive has been ignored. It was decided that a ten-day, demand for action letter will be sent.

Carla Sexton will be used to do the Charlestown BRAC Brochure for distribution.

A budget amendment was requested to cover the cost of the new ZIP slide in Fairgreen Park. Commissioner Gell moved to approve this amendment with Commissioner Durange forwarding the second. After recommending a change to clarify the year, the motion was passed unanimously. (4-0)

The non-growing marsh grass on the revetment is becoming an issue that will require a meeting with the Maryland Department of the Environment. It is hoped that accommodations can be made to perhaps trade locations for growing this grass.

A Request for Proposal will be prepared to paint the Town water tank. Discussion ensued comparing repainting or repainting/maintenance agreements. It was decided to prepare a Request for Proposal for each plan.

Barbara Smith appeared for Steve Miller and presented their plan to redecorate the Boy's and Girl's Club in Charlestown. The Club will arrange for Americore to do the painting. It was decided to have 220 volt service installed for window air conditioners. Commissioner Gell moved to have the Town buy \$700 worth of paint for the project. Commissioner Sheets seconded the motion and all approved. It was decided to replant the four trees that had to be removed at the Club but to wait for the input from Commissioner Price to determine which variety to use.

There was no public comment.

There could be no vote on the 2008 Comprehensive Plan because of the 26 pages of comments sent back from the State. These comments will be forwarded to Peter Johnston and Associates ,consultant, for inclusion into the Plan.

The Town Election Board accepted the resignation of Joan Upperco and will advertise for a replacement.

Commissioner Gell moved to approve the Board members and their spouses attendance at the MML dinner meeting in Cecilton. Commissioner Sheets seconded and all approved. 4-0

Dan Slater did not show up to discuss his issue with a drainage pipe.

Fairgreen Park fence grant came through for Gateway Fencing and the fence will be completed soon.

The ship in Fairgreen park needs repairs at a cost of approximately \$995. Commissions Sheets moved to proceed with these repairs. Commission Gell seconded and all approved. 4-0

Henry Burden requested approval to attend a Stormwater Inspection Course. Commissioner Sheets moved for Mr. Burden to attend the course. Commissioner Sheets seconded and all approved. 4-0

Henry Burden requested permission to send a Request for proposal for Fuel Oil and maintenance contracts. This would include the Town Buildings, Boys and Girls Club and Tory House. Commissioner Gell moved to have the RFP sent. Commissioner Durange seconded and all approved. 4-0
The Tory House would be included in the pricing but would be invoiced seperately for their costs.

Commissioner Sheets proposed “One Call Now” for notices, announcements and so forth. It was decided to investigate if there was interest via the “Chatter”.

Credit card acceptance proposal was presented by Debi Keeley. Discussion opened that the processing fees are expensive. This is considered a special service from the Town and a convenience to the residents. It was suggested that a \$5 fee be charged per transaction. Commissioner Durange moved to go forward with accepting credit/debit cards and charge a \$5.00 fee per transaction, Commissioner Sheets seconded. It was unanimously approved. 4-0

Commissioner Vandervort discussed the Garrison Flag which was destroyed in previous storms. It was hopeful to get a new flag in time for the RiverFest Veteran Salute flag raising. Commissioner sheets moved to purchase another Garrison flag. Commissioner Durange seconded and all approved. 4-0

Commissioner Vandervort notified the commissioners that he has instructed Keith Baynes to prepare a lease for North East Marina. This should mirror the existing C-Dock lease and based on an 8% tax assessment rate.

Commissioner Durange discussed the colors of the Charlestown Town flag and suggested a change. Commissioner Vandervort discussed the background of the existing flag color. Commissioner Durange will bring sample colors to the Historic Commission.

Commissioner Durange brought up the issue of standing water and suggested that Henry Burden follow up on a possible ordinance change. Mr. Burden will look into Ordinances that may exist that we could possibly mirror.

Commissioner Gell discussed the RiverFest disc dog competition. He would like people to be able to park on Ogle Street for this event. Permission needs to be asked from Mrs. Henry.

Commissioner Sheets moved to adjourn the meeting, seconded by Commissioner Gell and unanimously approved at 9:00pm.