

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*October 11, 2016*

The Town Meeting was called to order by President Renee Capano at 7:00 PM. Present were Commissioners Renee Capano, Mary Carol Durange, Joseph Letts, Andy Thompson, and Mr. Wib Pumpaly, Town Administrator. Commissioner Bruce Hechmer was absent.

**The Pledge of Allegiance** was led by Mr. Chris Rogers

**Approval of the Minutes of September 27, 2016** Commissioner Letts moved to approve, Commissioner Durange seconded. Approved 4-0.

**Accounts Payable Review October 11, 2016**—Accounts payable in the amount of \$37,961.19 was presented. Commissioner Letts moved to accept, seconded by Commissioner Thompson Approved 4-0.

**Auditor's Report Review – Nick Trionfo** The audit went great. We have met with the auditor and there were no findings. This was met with much rejoicing. The move to PNC is taking a little longer than anticipated, but should be accomplished soon. Revenues are coming in and expenses are about where they are anticipated to be. Mr. Trionfo was asked if a check run once a month would work. He does not see a problem, as long as the vendors are OK with it.

**Miller Environmental September Report** – Josh Griffith submitted a written report. A total of 3,148,000 gallons were produced for the month, with an average daily production of 141,000. No coliform samples tested positive. Weekly housekeeping and monthly maintenance was performed. Eight Miss Utilities were provided. A settlement read was provided. 3<sup>rd</sup> Quarter reads for utility billing were completed. One leak was found at 424 Chesapeake Road. A new meter crock lid was installed at 420 Charlestown Place.

**Cecil County Sheriff's September Report** – Sgt. Ron Schmidt submitted a written report which related: 35 shifts were approved with an additional 8 hours approved to help with the Ant's Army 5K run. Of the 148 total hours approved 120 were filled and 28 remained unfilled. Three calls for service were heeded. On September 12 a noise complaint, on September 26 an assist with the EMS, and on September 29 a search warrant. 206 patrol/property checks were performed. 20 traffic citations (7 radar, 13 non radar) 17 traffic warnings issued (7 radar, 10 non radar) 3 safety repair orders were issued and 2 traffic tickets were issued. No district court warrants were served and 4 attempts were made to serve a district court warrant. 1 arrest was made in connection with the search warrant. 1 arrest was made of a suspended license and 1 arrest was made on a DWI. 4 field contacts were made. 11 community contacts were made. 15 shifts used radar and 13 did not. 2 vehicles were removed to storage (1 owners request and 1 police storage).

**Avalon Park Plan – Update – Patsy Clements and Mary Clark Confalone** The committee took the questions and concerns and have come back with a simpler suggestion. Mary Clark now has cost projections for the stage with a standing seam metal roof. The sight location with the stage now located at ground level has been re-evaluated. Mid and lower lot. Picnic tables and benches might be donated by local business or even residents. President Capano was asked about the soft kayak launch. She can incorporate a modification to be used for the ramp. Commissioner Letts still feels that in order to use the old boat ramp dredging might need to be done and the answer from President Capano was no dredging was needed. Commissioner Thompson mentioned that the DNR liaison has been getting a lot of calls and that we now agree that Wib and Renee will be the points of contact. Mr. Boudart mentioned that mosquitos are a real problem. The basin also has a lot of

slimy mud. When we get to the kayak launch that will be addressed. Mrs. Boudart also asked if the bulkhead was to be repaired and what would be the liability? It is not included in the first grant, but it has been addressed in the second grant request. The general consensus is that the stage needs to be raised. The question was raised if there is a time set aside to help clean the lot. That is on President Capano's radar. She has availability on Sunday's but does not know if anyone else might be interested. Commissioner Letts asked about the location of the stage and if it might be placed on harder ground. We need to get some test borings to make sure that the stage will be well anchored. The very first option for the stage is the consensus as long as the soil will support the stage.

## **OLD BUSINESS**

**AT & T First Amendment to antenna Lease Agreement** – We now have the new amendment to the lease agreement. The town attorney has now reviewed it and while he sees some things, he says that none of the things are deal breakers that should prevent the signing of the lease. A 3% increase per year is built into the contract. At the end of the lease the town will garner 1.3 million dollars. Commissioner Durange moved to sign the agreement, seconded by Commissioner Letts. Commissioner Thompson did mention that the sublet of the lease was a valid point from the attorney although he is happy with the lease as is. Approved 4-0.

**Maintenance Up-date (Staff & Equipment)** - We have recently hired a working foreman, Michael Grapes. He has been with us for two weeks and Mr. Pumpaly is well pleased with his work. The two maintenance workers also seem to be working well together. The F250 truck now has emergency lights on the top of the cab and the new salt spreader has been installed on the Ford 550. Both maintenance workers are signed up for both snow plow training October 27 and OSHA training November 15 & 16.

**Foot Log Beach Grasses** The grasses are coming back and our grass contractor planted another six bundles of grass.

## **NEW BUSINESS**

**Cecil Harford Chapter MML Quarterly Meeting** is on October 20<sup>th</sup>.

**Town Halloween Parade/Events put in details** We have 65 from the band coming. President Capano has garnered volunteers from the community. Food and chips have been taken care of.

**Installation of Christmas Lights & Town Christmas Tree** The date for installing the holiday utility pole lights is November 17<sup>th</sup>. A tree will be placed on the stocks platform. Trimming the tree will take place the week of December 5<sup>th</sup>. December 10<sup>th</sup> will be the lighting with Christmas carols. Commissioner Durange said that she has heard that Herr's donates their lights every year after their display is finished. She will be contacting them about possibly donating their used lights to light our flagpole in future years.

**Bid Process for Engineering Firms** – Commissioner Thompson wants to make sure that we are doing a bid process for large jobs. Commissioner Letts stated that we need to be careful about taking the cheapest bid and then getting a poor job. Mr. Boudart feels that we got taken on the revetment job at Long Point. Commissioner Thompson wants to make sure that we have a statement of work for our jobs.

## **Period of Public Comment**

**Chris Rogers** - Mr Rogers, with AECOM described the deliverables on the park project. He met with the town and produced three concept plans. They were not cut and pasted but electronically drawn CAD drawings. Commissioner Thompson stated that the problem was an internal one and not one with AECOM.

**Ursula Boudart** – Strategic Plan – Commissioner Thompson says that they have reached out to the previous committee and have a vision that continues the previous goals. She volunteers to be on the new committee as it forms. Down on Market Street a travel trailer has now moved in and we need to have a plan to do something about the code that might clear this up.

**Prosper Boudart** – How we coming on the boat ramp questions? President Capano has emailed her contact at DNR now back from maternity leave and if she has not heard from her by Friday she will call her.

Commissioner Durange asked if anyone can help with the Halloween party to please volunteer!

There being no other further business for the evening, President Capano called for a motion to adjourn the meeting. Commissioner Letts moved to adjourn the meeting at 8:10 PM, Commissioner Durange seconded. Approved 4-0

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