

## TOWN COMMISSIONER'S MEETING

### MINUTES

October 28, 2009

The meeting was called to order at 7:35 pm by President Vandervort, also in attendance were Commissioners Durange, Gell, Letts and Sheets. The Pledge of Allegiance was led by Ryleigh Johnson.

Accounts Payable was reviewed and after a short discussion Commissioner Gell motioned to pay bills. The motion was seconded and approved 4-0 with 1 abstention.

Minutes from the October 13<sup>th</sup> meeting were reviewed and Commissioner Gell moved to accept them as written. The move was seconded and approved 3-0 with 2 abstentions.

Adam Streight was present to discuss the September 2009 Patrol Report.

There was no public comment.

Ron Edwards was present to deliver an update on the progress of the Cecil Hotel project. According to a recent evaluation, the building's foundation needs to be repaired in some areas and must be rebuilt in others. The next item for attention should be in the attic to remove the cables and strengthen the floors all the way to the basement in order to properly support the roof and walls. With the recent evaluation report it will now be possible to get repair and replacement estimates. President Vandervort reported on the recent Maryland Historical Society loan completion. It was suggested that a sign be placed at the site to note that the area was a work in progress.

Chesapeake Utilities Corporation franchise agreement for natural gas service in Charlestown was discussed. Commissioner Gell moved to offer a franchise agreement of five years in length. This was seconded and all agreed.

The Second Annual Ice Splash at Veteran's Park is scheduled for February 27<sup>th</sup>. All agreed to allow the event be held as noted. It was noted that a "Certificate of Insurance" would be required by the Town or they must pursue the TULIP insurance through LGIT.

Wib Pumpaly requested funds so he may attend a two day course "Complete Guide to Finding Grants" in Frederick, Maryland in November. Commissioner Sheets moved to approve the expenditure, this was seconded and approved.

Commissioner Gell motioned to purchase more lapel pins and patches from a previous vendor in order to avoid new set-up charges. It was suggested that a smaller patch be investigated. The expenditure to be not more than \$500. The motion was seconded and all approved.

President Vandervort spoke about the recent MML conference and the fiscal problems faced by all of the State municipalities because of the recent cuts. He also mentioned that budget

amendments will have to be presented to the Board in the future to cover changes in the budget allocations caused by the State's recent and future cuts. He stressed that Charlestown will be facing major challenges and he feels that the BRAC situation in our area will help us.

A requested donation from Boy Scout Troop 367 was discussed. The issue was tabled until the next meeting in order to research past donations.

A recognition of Rev. Jack Szymanski was discussed and it was suggested that a gift certificate and a plaque/certificate be offered. Further discussion led to perhaps some sort of recognition for all Charlestown volunteers. Commissioner Gell moved to recognize Rev. Szamanski voluntary contributions in some manner. This was seconded and approved.

Discussion was held about the Christmas Holiday preparations. Commissioner Letts motioned to hold the annual Charlestown Town Hall Open House on December 11<sup>th</sup>. This was seconded and all approved. The hours would be from 2 to 6 pm. It was decided to treat the Christmas window box decorations the same as last year. A discussion about the Christmas light decorations revealed that their locations depend on many factors and are not easily changed.

Commissioner Sheets mentioned that it was time to consider another full page ad in Perryville High School's yearbook. Commissioner Gell moved to approve the funds necessary for the page, it was seconded and all agreed. Commissioner Sheets spoke of the "If I were Mayor" contest sponsored by the MML for elementary schools. President Vandervort volunteered to speak at the local school with Commissioner Sheets

Commissioner Gell asked the Town to consider paying his registration costs (\$450) for the San Antonio, Texas, National League of Cities convention. Commissioner Letts made the motion to cover this expense. This was seconded and all approved with 1 abstention.

#### Town Administrator's Report -

- The 2008-09 Audit Reports are complete and delivered today.
- The flagpole at Long Point will require repairs to the guy wires. It was suggested to research the repair costs.
- The Town Administrator requested a \$100 allowance for the maintenance staff to purchase winter boots. President Vandervort motioned to approve a \$100 winter boot allowance for three maintenance men. This motion was seconded and all approved.

The meeting was adjourned at 8:36.