

**Town Commissioners' Meeting Minutes**  
**October 9, 2012, 7:00 pm**

Meeting was called to order at 7:00pm by President Robert Gell. Commissioners Gell, Durange, Letts, Capano and Confalone were in attendance.

The Pledge of Allegiance was led by: Holden Ostrowski, Boy Scout Troop 144

**Approval of Minutes** – The minutes from the September 25, 2012 meeting were presented for approval. It was moved and seconded that the minutes of September 25, 2012 be approved. All in favor, approved 5–0.

**Accounts Payable Review** - The Accounts Payable report provided to the Commissioners was reviewed. Commissioner Confalone questioned how the payment was being disbursed for the Town's new truck; Mr. Pumpaly discussed how it came to be that the best price for the truck was the Battlefield Ford in Manassas. The motioned was moved and seconded to approve the accounts payable and the payment of the truck. Approved 5-0.

**Miller Environmental Report for September** – Mr. Robert Corn reported the total monthly water production = 2,495,000 gallons; total coliform samples positive = 0. Plant activities; collected 2 routine Bacti samples, turned one water service on, replaced one meter, verified readings at three locations weekly to determine proper register programming, checked for one leak, (found to be on customers side). Telemetry radio work that has been in progress on Well #1 will be completed by end of week.

**Sherriff's Report – SGT. Ronald E. Schmidt #0196**

Sgt. Schmidt reported that all approved patrol hours were covered except 5 hours. There were 3 calls received in Town, 1 from out of Town. Many community contacts were made. Commission Letts commented that about 3 months ago there were some burglaries and Sgt. Schmidt and his officers solved 3 cases and recovered \$9000 in stolen property and made two criminal arrests.

**Cecil Inn update –Mr. Ron Edwards**

Mr. Edwards reported that the Cecil Inn has been static for the last 18 months when the commissioners motioned to put it on hold due to the lack of funding. It was posed to receive a \$50K grant when the economy collapsed and the grant was dissolved. Currently the only grants that are available are for tourism, public buildings or African American Studies. He listed a few options;

- Sell property as is
- Complete structural work, exterior work and put on market (approximately \$120K - \$150K cost)
- Finish property completely (approximately \$300K)
- Use building as Town Hall, may be able to get grants for buildings used for public use
- Leave property on hold until times improve
- Sell raffle tickets for \$500 per ticket and see what kind of funds can be raised
- Put out requests for single bids

Mr. Edwards was not sure where the funds for any of these options would come from. The issue went to discussion and the concern was if anything other than winterization was required to preserve the building in its current state. A man named Mr. Gibson that restores historic houses in the area was suggested as a possible consultant. Mr. Edwards was familiar with him but not impressed with his work or reputation. Commissioner Confalone stated that the balloon payment is coming due soon and we are running out of time. The Cecil Inn is protected under the MD Historic Trust and cannot be torn down and must abide by the guidelines set forth by the trust. Commissioner Capano asked about the ADA requirements if it would be used for Town Hall and Mr. Edwards replied that there is a SMART code in Baltimore that applies to historic buildings that allows leniency for ADA requirements as long as it does not violate public safety.

He insinuated that that would be in effect in Cecil County as well. It was decided that roof repair or replacement is needed to protect the building but it is uncertain what the cost of that would be or how that would be funded.

#### **Trinity Woods Community Activity – Donna Sheets**

Ms. Sheets was not able to attend.

#### **Town Bulletin Board – Resolution 2012-04**

Ms. Durange reported back about the advice of the instructor (who is also a lawyer) from the MML Convention as stated at the last meeting concerning the Town's Bulletin Board. She posed the questions to her instructor about the perimeters of events displayed on the Town Bulletin Board. His response, as she paraphrased was that only things related to our town or local government should be displayed, only town groups, in which the members are town appointed. If we allow anything else, we would need to allow any business or group that would want their event to be displayed. Thus, Resolution 2012-04 was created to protect the town. The resolution was motioned and moved to approval. All in favor, approved 5-0.

#### **Town Administrator's Report – Mr. Wib Pumpaly**

##### **Old Business**

##### **630 Water Street** - Refurbishment

Mr. Pumpaly gave an itemized estimate of the cost to refurbish/remodel this property. The low estimate is \$75,300 and the high estimate is \$101,800. The benefit of getting this house up to standard is that it could be rented and would generate revenue for the town. Bids are coming in for the various electrical, plumbing and structural repairs that are needed. The Commissioners agreed that they want to go forward with this refurbishment of 630 Water Street. It was suggested that the town's maintenance workers could help with this refurbishment and Mr. Pumpaly stated that their time is limited as the town has two workers now when we had 4 in the past.

##### **New Business**

##### **SHA – Urban Boundaries in Cecil County**

We are requested to look over maps created from the last census in regard to annexations, streets, roads and to smooth urban boundaries. Mr. Pumpaly stated this won't have any impact on Charlestown as we are a small community and it is for larger urban communities. However there is a meeting on November 8, from 1 – 2:30pm at the SHA garage. Mr. Confalone commented that he had looked over the request and believes Charlestown to be exempt due to our population and our boundary in relation to urban areas.

##### **FEMA Region III Flood Insurance Study**

Mr. Pumpaly received revised maps of the coastal floodplains in Cecil County. The Base Flood Elevation changes appeal period will end on December 20, 2012. During this time, Mr. Pumpaly will review and correct any errors on the maps and the Town must adopt a new floodplain ordinance or modify existing ordinances. There is a meeting scheduled with FEMA personnel at the County Administration Bldg, on October 26, 2012, to review the new coastal floodplains and to discuss how the coastal analysis and mapping has changed since the county's effective FIRMS were issued in 1997. The new FIRMS will become effective July 8, 2012.

**Open Letter to the Commissioners from Steve Ariosa**

A letter from Mr. Ariosa was sent to the commissioners concerning shrubs that are blocking the view at Veterans Park. The resident is concerned that the overgrowth under the trees is obstructing the view to the water. This is particularly dangerous when children walk out of view of their guardians in just a few steps. Mr. Pumpaly reviewed the park and can issue a work order to the Town's maintenance workers to remove the overgrowth. After some discussion about the growth and its removal, it was decided that the removal would be requested on a work order.

**September Budget Review** – YTD expenditures have exceeded our expenses and we are \$181,491 favorable in the general fund.

**September Cash Balance Review** - YTD expenditures have exceeded our expenses and we are \$47,035 favorable in the special fund.

**September Accounts Receivable Review** – YTD expenditures have exceeded our expenses and we are \$49,248 favorable in the utilities fund.

**Aged Accounts Receivables** – Water Street Properties are \$1244, over 30 days due, Wellwood owes \$740.64 in personal property taxes, Washington Properties has \$452 over 30 days due and Northeast River Marina owes \$759.83 over 30 days due. Commissioner Letts asked if they had been notified and Mr. Pumpaly answered “yes”.

**Building Permit Review** – Mr. Pumpaly reviewed 8 building permits, including one new residence in Cool Springs for the month of September.

**Work Orders in September** - Mr. Pumpaly reviewed there were 85 work orders submitted to maintenance staff, 52 were completed, 6 are awaiting parts, 27 remain open. That results in a 61.2% work order completion rate.

**Cecil County Library** – Dr. Gell distributed information concerning the Lapapalooza event at the Cecil County public library.

**Halloween Parade** – Ms. Durango advised of the parade on Oct 26 starting at the fire hall at 4:30pm and asked for donations of wrapped candy to be dropped off at Town Hall during business hours.

**Period of Public Comment:** Horace and Kim Ranck distributed pictures of property at Cecil & Chesapeake Streets. The County deemed it unfit for human habitation but people seem to be living there. There is junk everywhere and there are people there working on cars. Ms. Ranck (31 Long Beach Road) asked the commissioners if there is anything the Town can do to make them keep that residence clean and picked up. After discussion it was decided that the owner would be notified and a meeting set up with Mr. Pumpaly and Commissioner Letts and other members of Planning and Zoning.

Richie Richardson doesn't understand why they (water street properties) would invest \$300K but be late with their payments to the town. There is a problem with the calculation of late payments. You can foreclose after 10 days.

Kim Ranck asked the commissioners when sewer service is going to be connected to Holloway Beach. Commissioner Capano answered that it is not something the Town has control over.

The meeting adjourned at 9:05 pm.

Respectfully submitted by Janine Antoshak, Town Clerk