

Town Commissioners' Meeting Minutes
September 25, 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 11, 2012 meeting were presented for approval. Commissioner Letts cited an error and motioned to approve minutes with correction, Commissioner Gell seconded it Commissioners Capano and Confalone abstained. Approved 3–0.

Accounts Payable Review - The Accounts Payable report provided to the Commissioners was reviewed. Commissioner Durange motioned to accept the Accounts Payable report. Commissioner Letts seconded, all in favor. Approved 5-0.

Commissioner Open Discussion – Mr. Pumpaly displayed aerial photograph taken of Charlestown about two months ago. Photographer is selling it for \$150. Commissioner Letts motioned to purchase for Town, Commissioner Durange seconded it. Commissioner Confalone opposed. Approved 4-1.

Commissioner Capano stated that she thought the display of St. John's Market on Town Sign was a violation of Church and State as was previously discussed. Commissioner Letts stated he thought it was ok to advertise any community event as this was the reason the sign was purchased. Commissioner Durange said she was attending a MML ethics class soon and she would bring up the question to other Municipalities and ask as to what is the correct way to handle a situation as this. Commissioner Confalone suggested that we sell the space on the Town sign to any community organization that is interested.

Town Administrator's Report

Old Business –to review from last meeting, Mr. Pumpaly stated that Seneca Point wants to tie into our water supply for their expansion. Due to our previous commitments to residential developments he feels that we would not have enough water to meet the demands based on our current well situation. He stated that if one of our wells goes down or if power would go out for an extended time we would be over extending our water capacity. Mr. Pumpaly said it is still unknown what is wrong with well number 3, besides that it doesn't produce much water. Commissioner Capano asked Mr. Pumpaly to look into a generator for the well. Mr. Pumpaly summarized three alternatives that should be considered are refurbishment of well number three, digging a new well, and getting generators or larger generators for the wells and water tower and in the future the consideration of another water tower.

Mr. Pumpaly referred to Mr. Chris Rogers from URS for further discussion on this matter. Commissioner Capano asked Mr. Rogers about the possibility of a well and tower at Cool Springs. He was not sure of the cost. Mr. Rogers summarizes that Seneca Point is asking on average about 7 EDU's or about 2000 gallons per day. They are also requesting for fire flow, sprinkler, and fire hydrants in case of an emergency. This water is calculated by storage in the air. The County has stated that their treatment process is re-circulated and has many back-ups in place if the process goes down. Artesian is another emergency supply source that could be considered. Mr. Chris Rogers stated the Town has a commitment in writing to Cool Springs without the time being known when it will be needed as the development builds out. It doesn't seem that there is a commitment in writing for any other potential building developments. If we do not have water those other customers would go to bottom of list

and have to wait for water capacity to become available. Commissioner Gell stated that he doesn't feel that his commitment to any Town property is any less than Cool Springs, whether it is in writing or not. Mr. Rogers commented from his research that the third well just never produced and since demand was low it was not needed so it wasn't used.

Phase II Drainage Project Up-date – There is bid process going on for the drainage project for the Town Hall, Post Office, and Playground Phase II Project. URS has given up the contract documents. There is a pre-bid meeting on Oct 9 at 10am in Town Hall. The closing of bids is on Oct 22 at 4pm and we hope to have a successful bidder soon after. The project should be underway before bad weather comes in. Commissioner Gell asked for questions or comments and there were none.

Town Vehicle up-date – Mr. Pumpaly reported that the request for bids for a new truck are due back on Friday, September 28. He had spoken to some interested bidders and they had stated that it would be 130 to 160 days before the truck would be in our garage. Mr. Pumpaly said that in the interim, He and Commissioner Letts have found a truck that meets the requirements and is built out to the specifications that the Town is looking for. A snowplow would need to be added for approximately \$3500 and could be added in time for the winter weather. The truck is in Manassas, Virginia and they are offering a 0% financing fee if purchased before the end of September. Mr. Pumpaly requested that a motion be made for him to purchase this truck for the Town by the end of the month to take advantage of the 0% financing. Mr. Pumpaly stated that this truck is needed for the town to keep up with its demands for snow plowing this winter. Commissioner Capano asked if the Town was allowed to consider the Manassas offer if they did not place a bid because of the charter. It was stated that we could, if the bids do not meet what we are looking for, such as time frame and cost. Commissioner Capano asked Mr. Pumpaly could call and see if the truck with 0% financing could be held until after the bids have been considered. Commissioner Confalone motioned to approved purchase of truck in Manassas, Virginia, if none of the bids meet our needs better and Commissioner Letts seconded it. All in favor approved 5-0.

630 Water Street - Refurbishment

This property is in need of many repairs. Mr. Pumpaly states it is going to be winterized again for this winter but suggests that the commissioners discuss what to do with it. It is a Town Asset but needs much repair and upgrades. The bond money to repair this house fell through, due to the requirement that it needed to be used for a government building. Mr. Pumpaly stated that it would require approximately \$75,000 for new wiring, upgraded kitchen and bathroom that it would need if the Town would want to rent it. He assumes that the house could be rented for approximately \$1500 per month. This would be revenue for the Town and Commissioner Gell feels that we could make our money for repairs back in approximately four years. Commissioner Capano suggested that the account be set up that all money would be ear-marked for maintenance of the property and recreational activities for the Town as stated in the will in which it was left to the Town. Commissioner Gill stated, in the past this was not set up and the money went into the general fund and there was no way of tracking the money. Commissioner Capano motioned to approve and Commissioner Durange seconded.

All in favor approved 5-0.

Cecil Inn Refurbishment

Mr. Pumpaly stated there has been no work done on that structure since early 2011. At that time the commissioners motioned to suspend work. It is an asset of the Town and it is only used as extra storage space. There has not been any grant money available to use, last year, from the Historic Trust there was only \$50,000 available for the whole State. Commissioner Gell says his understanding is that the first thing that needs to be done to make it able to be put on the market is the basement walls need to be stabilized. We have done some work such as jacking the house up to stabilize the foundation. Mr. Pumpaly stated that the house is winterized. He also advised that the mortgage expense is \$690 month, but wind blows through it and it costs more than \$1500 year in oil just to keep it at 50 degrees. There is a balloon payment in the amount of \$110,000 due Oct 1, 2014 to pay off the remaining loan with the Maryland Historic Trust.

Mr. Pumpaly stated "we are going to lose it one day at a time". It cannot be torn down due to it being part of the Maryland Historic Trust. Commissioner Gell said what would need to be done to make it able to be

sold. Commission Confalone stated that the Cecil Inn Restoration Committee should be contacted to see if they have any recommendations or do they wish to disband. Commissioner Capano suggested that Ron Edwards be requested to attend the next Board meeting.

Town Boat Slip User Fees – 75% of the reports came in and marinas are charging \$250 for slip and \$2250 for amenities, administrative and maintenance fees. We collected \$423.84. One marina has failed to report and one has refused to sign the form.

Mr. Pumpaly did his own inspection of the marina around the July 4th holiday weekend. He counted the slips that were used and found around 75% were filled and it did not compare to the report that had been given to him. The marina that did not report has been called twice and sent two letters. He asked the attorney about this matter and he said it may cost more to pursue it than we would be due in boat slip fees. Commissioner Confalone said that this issue goes to the core of government of the Town. All must pay taxes authorized by town ordinance. If not, any and all actions need to be taken including cease and desist against these non-payers along with any and all actions through the courts. Mr. Pumpaly feels that the Marina's are making a mockery of the Ordinance that the commissioners made. Nothing can be done tonight but Mr. Pumpaly wanted everyone to be aware of the situation.

New Business

P & Z Amendments/Public Hearing – “Structures on Easements”

In Cool Springs there are many easements unlike any other areas in Charlestown. These easements are often between properties where residents want to put fences. The Attorney has been consulted and he has given us a form to have signed by the citizens when they request a permit that involves building something on an easement. The attorney also recommends that we amend P & Z code 175. He also suggests that we have a public hearing to explain the code. We will be putting a notice in the newspaper for the public hearing.

Town Water Tower Repairs – Mr. Pumpaly reported that the re-painting will be done anytime now until the middle of November to correct the situation. It has only been a year and it is under the two year warranty.

Town Boat Ramp Fire Damage Repairs – Mr. Pumpaly reported on a fire that was at the boat ramp. The owner of the boat that caused the fire has been notified and asked to pay for the damages that were caused to the boat ramp. He has not replied as yet.

Period of Public Comment

Rich Richardson commented that the town sign is a government sign and should not have religious things displayed on it. He stated that the town should not buy another truck, use contractors for snow plowing. Last thing is that some time ago the commissioners, under the request of Mr. Pumpaly granted a 3% raise for the town employees and himself. Mr. Richardson believes that Town Employees are not entitled to raises as they can be replaced quickly for less pay and given no benefits.

Ursula Boudart commented that if the water street property can be taken down, it would make a beautiful park. She also believes that the Cecil Inn would make a great Town Hall and should be a future goal.

Prosper Boudart – commented that he thinks the Cecil Inn would make a good Town Hall and possibly a police station and parking lot.

The meeting adjourned at 8:58 pm.

Respectfully submitted by Janine Antoshak, Town Clerk