

## **TOWN COMMISSIONER'S MEETING**

CHARLESTOWN, MARYLAND

September 9, 2014

The Town Meeting was called to order by Vice President Joseph Letts at 7:00pm. Commissioners present were Renee Capano, Ken Confalone, and Joseph Letts.

Pledge of Allegiance was led by: Joe Letts

Approval of the Minutes of August 26, 2014 - Commissioner Confalone moved that the minutes of the August 26, 2014 be approved. Commissioner Renee Capano seconded. The motion carried unanimously 3-0.

Accounts Payable Review – Charlestown Commissioners – Commissioner Ken Confalone moved that the accounts payable in the amount of \$38,742.19 be approved. Commissioner Capano seconded the motion. The motion was approved unanimously 3-0.

Miller Environmental August Report – A representative from Miller was not in attendance. Mr. Pumpaly reviewed the written report that showed 3,210,000 of total water production. Standard samples were taken for coliform. Two leaks were checked, one leak detected on the customer's side. We completed one turn on, four settlement readings and marked water lines at six locations. Doug Rae (DJ's Services) has completed the telemetry project with the final inspection set for September 12. Commissioner Confalone questioned if the strobe light on the water tower were still flashing and if it will be fixed? Mr. Pumpaly stated that it is not broken, it is supposed to flash. The light was out for about a month and was fixed.

Cecil Co. Sheriff's August Report – Sgt. Schmidt was not in attendance. Commissioner Letts presented the written Sheriff's report to the commissioners.

Town Administrators Report

Mr. Pumpaly announced that Janine Antoshak has recently been moved to Clerk II. Debra Myers has been hired as Clerk I.

OLD BUSINESS

Contract for Accounting Services – The contract from Thomas C. Jones, CPA was reviewed by our attorney and sent back to the accounting firm and then approved with some minor changes. We are now awaiting signatures on the contracts to begin services. Mr. Pumpaly will be meeting with the firm tomorrow morning to obtain the signature. Commissioner Confalone motioned to accept Thomas C. Jones, CPA as the contract accountant for the town. Commissioner Letts seconded it. All were in favor, approved 3 – 0. Mr. Pumpaly stated that we are hopeful that they will be starting on or about the 15<sup>th</sup> of September.

McGuirk Construction – Final Road Repairs - All the roads that were discussed in the spring have been repaired and paved. However a pothole has opened up on Caroline starting at Calvert Street going down the hill toward Water Street. The approx. cost is \$9,500. Wib needs to research a source of revenue and will bring it to the board at the next meeting.

## NEW BUSINESS

Highway User Revenue - A letter was received from Maryland Department of Transportation that we have been approved to receive \$4794.

Miller Environmental Contract Update – Mr. Pumpaly stated that this clause is in the Miller Environmental Contract but they have not exercised it previously. Our original contract supported 577 meters; we are now at 598 meters. The contract states a charge of \$4.38 plus 4% increase per year (\$6.00 for 2014). Miller has not previously billed us for these additional meters and are not asking to go back but going forward, we now are paying for 21 meters at \$126.00 total per quarter.

Miller Environmental Additional Soda Ash Usage – Our contract allows for 19,926 lbs. per year with anything over that threshold we would be billed at the going rate +10%. We went over by 9614 lbs. They presented the invoice at 32.5 cents per pound plus 10% for a total of \$3,437.01. Commissioner Confalone stated that it might be time to bid out the contract to see if the costs would be comparable. The commissioners agreed that it might be prudent to do so.

August Budget Review – None presented.

August Cash Balance Review – None presented

August Accounts Receivable Review – None

Mr. Pumpaly and Commissioner Confalone agreed that these reports will become available as Tom Jones will be starting in the middle of this month.

August Building Permit Review – 7 permits were issued for the period, 4 were new homes in Cool Springs.

Commissioner Capano announced that if anyone wants to volunteer on September 20<sup>th</sup> to help with the environmental work that will be supported by our grant, they can meet at Foot Log Park, and beach area. The Master Gardener we consulted with wanted to plant flowering miniature cherry trees in Veterans Park. We declined this suggestion as flowering things bring stinging things and the park is a beach area.

Period of Public Comment –

Dorothy Curry – Is interested in helping on the 20<sup>th</sup> and wants more information. After complaining about her neighbor's lawn they cut it today. She also agrees that it might be prudent to explore a new water contractor. She also questioned the process of ordinances where she could find them and the process of how they might be changed. She was informed that the

things that she seeks are on our website. She also questioned the progress of the ability to pay water bills on line. Commissioner Capano stated that the volunteer (who is working on web-site) has been ill, but is making progress. Ms. Curry also questioned if we have an election every year. Yes, 2 commissioners one year and 3 commissioners the next. Commissioner Confalone stated that a new budget will be passed by the first meeting in June. There are no public comments at work sessions. If constituents have specific budget thoughts they should contact a commissioner. She then inquired who owned Avalon Yacht Basin and the red brick house. It looks bad. It was answered that they are owned by separate entities. The owner of the red brick house has passed away this year. The family and friends of the deceased owner of the red house have done a lot of cleaning.

Ms. Curry then raised concerns over the development of Charlestown Manor and was informed that only part of this area is in the limits of Charlestown. She thinks that there are a number of residences that need improvement. Mrs. Curry thanked the commissioners for answering her questions.

Andy Thompson – Moved to town 2 months ago. He is currently working on his PhD at the University of Maryland on Life Cycle Analysis. He is looking for a project either a cost estimate or the exploration of a project we are considering on what it is going to cost and the life of the project. Mr. Pumpaly suggested that we might use his expertise in looking at the recent study that was completed by URS Engineering concerning our water usage and the need for another well. It was suggested that he work with Mr. Pumpaly in this capacity.

Joanne Peterson – How does the extra meter charge get paid? Commissioner Confalone answered that it is not levied to the individual residents; it is included in the general costs in the water bills. Her bill has increased percentage wise more than her salary. Is this due to the extra cost from Miller? Mr. Confalone stated no, the increase is in alignment with the county sewer increase. The increase keeps the bill level. The commissioners stated that the county information could be found on the county web-site. Her other concern is that a neighbor's dog chases her cats. What can be done? Mr. Pumpaly stated that the ordinance states that the dog must be under the owners' control, not necessarily on a lease. He said he has spoken to the dog owner and he is going to be taking his dog elsewhere to exercise the dog. She also noted that many dogs are walked and are not picked up after. She would like these things to be addressed. More discussion ensued, expressing frustration over animal control. Ms. Peterson questioned where to find the budget. Mr. Confalone explained the process of presenting and approval of the budget. In the past the practice has been to have budget work sessions April and May.

Commissioner Letts asked and there were no further comments

Commissioner Confalone moved that the meeting be adjourned at 7:50pm, Commissioner Capano seconded the motion. Motion carried 3-0

*Respectfully submitted by: Debbie Myers, town clerk*