

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
*November 10, 2015*

The Town Meeting was called to order by President Joseph Letts at 7:30 PM. Present were Commissioners Renee Capano, Ken Confalone, Robert Gell, Bruce Hechmer, Joseph Letts and Mr. Wib Pumpaly, Town Administrator.

**The Pledge of Allegiance** was led by scout Tony Halsey.

**Approval of the Minutes of October 27, 2015** Commissioner Gell moved to approve, Commissioner Confalone seconded. Approved 4-0, one abstention.

**Accounts Payable Review November 10, 2015**—Accounts payable in the amount of \$29,219.11 were presented. Commissioner Confalone moved to accept, Commissioner Gell seconded. Commissioner Capano questioned one of the expenses, her questions was answered. Approved 5-0.

**Miller Environmental October Report** - A total of 2,926,000 gallons were produced for the month, with an average daily production of 94,000. No coliform samples tested positive. Weekly housekeeping and monthly maintenance was performed. Three Miss Utilities were provided. Two water meters were replaced. Five settlement reads were provided. A leak check was performed at 466 Frederick Street resulting in no leaks found. Commissioner Capano asked if the meters had been installed. One is in and running, tomorrow the second meter is slated to be installed.

**Cecil County Sheriff's September & October Report – September report:** Thirty shifts were approved for a total of 120 hours. Of those 19 were filled for a total of 76 hours. There were two thefts from vehicles and a domestic disturbance called in for service. There were 138 patrol/property checks. There were nine traffic citations issued (4 radar, 5 non radar); ten traffic warnings issued (5 radar and 5 non radar); two safety repair orders issued; and three parking tickets issued. There were no warrants served or arrests made during September. There were two field contacts made and 12 community contacts made. No business contacts were made. Eleven shifts used radar and eight did not. One vehicle was removed to storage. **October report:** Thirty-five shifts were approved for a total of 140 hours. Of those 26 were filled for a total of 104 hours. There was a missing person report, a protective order violation and a possible 10-56 driver near the Fire House (not able to locate). There were 172 patrol/property checks. There were eight traffic citation issued (2 radar, 6 non radar); ten traffic warnings issued (4 radar and 6 non radar); four safety repair orders issued and two parking violations issued. There were no criminal or civil warrants served during October. There were two arrests made (one controlled substances and one revoked license). There were three field contacts made and 13 community contacts made. No business contacts were made. Seventeen shifts used radar and 9 did not. Two vehicles were removed to storage.

Commissioner Confalone mentioned that we seem to have no coverage on Saturdays and that we need to bring that to the attention of the Department to see if we might get this remedied. We are not the only municipality where this is occurring.

**Complaint Log – Charlestown Commissioners** – Commissioner Capano questioned one of the complaints and asked if the County had any ordinances that might be enforced. This might be something our new enforcement officer could tackle for future problems.

**Code Enforcement Officer Up-date – Commissioners Letts and Confalone** Commissioner Confalone stated that there were 10 applicants for the job. Interviews were with four of the top candidates. The

employment committee consisted of Commissioners Letts and Confalone and Rogers Clements, Chair of Planning and Zoning. Commissioner Confalone moved to hire the top candidate on the recommendation of the Employment Committee, Commissioner Capano seconded. Commissioner Hechmer objected to the hiring as there is no support legally for this person to do their job. Commissioner Confalone expressed that this new hire would be involved in the re-writing of the code to give the position the authority to do the job. Approved 4-1

## **Town Administrators Report**

### **OLD BUSINESS**

**ESCO – LED Streetlight Conversion Project** Mr. Pumpaly had sent a list of questions to ESCO of which answers were in the Commissioner's books. It appears that there will be a cost to the town of 55,000 to 65,000. Commissioner Capano expressed that the audit to see what the actual costs would be will not cost anything and she would like to see us pursue that. She is especially interested in the chip that might help track those with dementia or other disabilities. Commissioner Capano moved to allow ESCO to come in and do an audit, seconded by Commissioner Hechmer. Commissioner Confalone sees savings down the road for us once the project is paid for. He feels that we might see savings sooner. Ms. Antoshak expressed that their might be grant money available for energy saving programs if we have concrete costs available. Approved by consensus.

**Precision Concrete Cutting** Mr. Pumpaly went over the sidewalk repairs that have been sighted. There are 257 situations that need repair. In addition there were 14 sections that need replaced. Four of those sections will be encompassed in the Charlestown sidewalk project and taken care of by the SHA That leaves 10 sections left at a cost of 5,585.00 would pay for the 10 sections that are in need of replacement. \$15,915 additionally would be needed to repair those other sections. Commissioner Gell questions whether if the sidewalks are uneven because of rising or falling sections if we do not stabilize what's underneath, will we just have to fix them again? Commissioner Confalone questions whether or not we might have our own maintenance workers do the work a little at a time? Commissioner Confalone feels we replace those that need to be replaced Commissioner Capano agrees. Commissioner Hechmer asks whether or not someone has actually walked the sidewalks to see if all of the identified areas are actually tripping hazards or just spalling? . It was suggested that the Commissioners will split the list up and verify the sidewalks needing replacement or repair.

### **NEW BUSINESS**

**Christmas Party Review** – Office Mgr. Janine Antoshak The date was set as Friday, December 11<sup>th</sup> from 2 to 5 PM at the Fire Hall. Same format as last year. A rough draft of the invitation was passed around.

**Website** – Ms. Antoshak passed around some mock-ups of a new site from a company that was recommended to us. The new site would allow us to take payments through the site for utility bills and parking tickets. Facebook and Twitter links would also be included and would be helpful during crisis. The cost for the site would be \$3,800.00. Commissioner Capano asked for more information especially on the ability about the money aspects.

Commissioner Letts thanked the scout in attendance tonight working on his merit badge.

No further comments

### **Period of Public Comment – None**

Commissioner Confalone moved to adjourn the meeting, Commissioner Gell seconded. Approved 5-0

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