

**TOWN COMMISSIONER'S MEETING
CHARLESTOWN, MARYLAND
November 26, 2019**

The November 26, 2019 Charlestown Town Commissioners meeting was called to order by Vice President Jeff Fields. Those in attendance were Commissioners Jeffery Fields, Patricia Clements, Karl Fockler and Joseph Letts. Mr. Wib Pumpaly, Town Administrator was also in attendance. Commissioner Lou Wood was excused.

The Pledge of Allegiance was led by Commissioner Letts.

Commissioner Clements moved to approve the minutes of the November 12, 2019 Town Commissioners meeting, seconded by Commissioner Letts. Approved 3-0-1.

Commissioner Clements moved to approve the minutes of the November 19, 2019 Work Session meeting, seconded by Commissioner Fockler. Approved 3-0-1.

Accounts Payable in the amount of \$69,793.14 were presented for payment. Commissioner Clements moved to approve, seconded by Commissioner Fockler. Approved 4-0.

Tree Maintenance – Commissioner Fields brought to the board's attention that the tree in front of his house owned by the town is losing branches and one came down on Halloween during trick or treating, but did not hit any children. It is a nuisance, causing a lot of dirt and debris. He would ask the board to remove the tree. There is a great deal of dead in the tree. Mr. Pumpaly will have a professional look at the situation and bring back a recommendation.

Brown Box Theatre Contract – Commissioner Clements presented a contract with the Brown Box Theatre that states that we will host and advertise. Commissioner Fockler pointed out that the contract still puts the burden of payment on us. He suggested the wording "The host is not responsible but will attempt to assist in obtaining funds." **Commissioner Clements will contact the Brown Box Theatre.**

Town Administrator's Report

Old Business

Considerations to Change Marina Water/Sewer Rates A meeting was held with representatives of the Town and the Charlestown Marina. Mr. Pumpaly has received a follow-up asking what we have done. Basically, we have not pursued this, but Mr. Pumpaly has come up with a couple of scenarios to adjust our billing practices. Because of continuing use of at least one of the Marinas with a well, the billing is a problem. We presently have an archaic system that bills on the basis of the number of slips available along with a mixture of flat fees and commercial pricing. He favors the Havre de Grace model of billing which is based on actual usage. He would like some guidance from the Commissioners on how they would like to see billing. Commissioner Clements feels we need to form a committee to look at the water billing issue and the slip tax concerns that have been voiced at previous meetings. **Commissioner Clements moved to form a committee to research the water billing, bay restoration and slip tax, seconded by Commissioner Fields. Approved 4-0.**

Determine Date - Planning & Zoning Code Up-dates Public Hearing **Commissioner Clements moved to hold the public hearing for the Planning and Zoning Code Up-Dates on January 14, 2019 at 6:30 PM, seconded by Commissioner Letts. Approved 4-0.**

New Business

- Use of a “Paper Street” as Access to Land-Locked Parcel. Mr. Pumpaly has a person who is interested in purchasing parcel 730. The proposed purchaser wants to know if the town would give an easement to use the paper portion of Kline Avenue. Mr. Pumpaly is not sure that we actually own the property. At first he thought that we should give him permission, but now he is not so sure that we even own it. Commissioner Fields asked if the purchaser might be willing to get a survey. Commissioner Fockler stated that when we annexed we obtained the streets and we maintain them. We might have a claim to those paper streets and someone else might also have a claim and think that the property is theirs. If we determine that we do own the streets then we could make the owner bring the street up to our code standards with sidewalks. Also, we would need to make sure that the Fire Company would approve the plan. **A suggestion was made that we ask our counsel for a legal opinion on whether or not we can move forward on this issue. Mr. Pumpaly will explore this.**
- Low Cost Internet/Hardware if you Qualify This is a program through Comcast for low income families obtain computer hardware and internet service. It is advertised on our website and with brochures supplied by Comcast.
- Per Fluorinated Alkyl Sulfonates and the Water Supply This is another class action suit that we might want to join. . **John Kane and his law firm will be here on the 10th to do a presentation on the proposed class action suit.**
- Ms. Antoshak announced that we have been awarded the Façade grant that we applied for. We will be receiving official notification shortly. We now have a paper copy of our Stormwater vulnerability study. There are about 25 high priority items in the study. We can start working on these issues and possibly seek stormwater grants to fund these projects. Ms. Antoshak will look into deadlines for such grants.

Ms. Myers gave a Census update. The county has received some money from the state to use in our efforts to get everyone counted. One of the concerns will be addressed by a postcard to PO Boxes. We are also exploring applying for a grant from MML which would support our efforts here in Charlestown. Ms. Antoshak and Ms. Myers are thinking of an event and will bring more plans after the new year.

Commissioner Fockler gave a copy of North East’s Bed and Breakfast guidelines and asked that the Commissioners look it over. He feels that Bed and Breakfast homes in Charlestown would certainly be feasible and a welcome addition to the town.

Period of Public Comment

Dan Rubert there is a tree in bad condition near the 630 house near the town slips. Most of it is dead and it needs to be removed. Mr. Pumpaly will add this tree to the list for a recommendation. Dan helped put up the Christmas lights today and he thinks they are in very bad shape. He suggests buying new or restringing the current ones professionally. Commissioner Fields would like to see new ones and in a Christmas theme rather than nautical. Commissioner Letts agrees but knows that the cost is steep.

Commissioner Clements mentioned that at Lee’s Marina there is a tree that is damaging the integrity of the bulkhead. Mr. Pumpaly will add it to the list of sites for tree recommendations.

Dennis Taylor suggests the ones that are not Christmas themed could be moved to the Marina District and perhaps left up all year. .

There being no futher business, Commissioner Letts moved to adjourn, seconded by Commissioner Fockler. Approved 4-0.

Respectfully submitted,

Debbie Myers, Town Clerk

Approved 12-10-2019