

**TOWN COMMISSIONERS' MEETING  
CHARLESTOWN, MARYLAND  
December 14, 2021 7:00 PM  
Town Hall, 241 Market Street**

**The meeting was called to order by President Karl Fockler at 7:03 PM. In attendance: Commissioners Lou Wood, Doug Miller, Jack Kronner, and Curtis Elmer via Zoom; Staff: Bryan Lightner, Mary Culver, and Antoinette Rayfield; Public attendees: Chris Rogers (AECOM), Sgt. Kalinsky (Cecil County Sheriff Office), Prosper and Ursula Boudart, Ms. Kennedy, Steve Truegler, Thelma McMullen, Michael and Amy Mullins, Dan Rupert, and Richard Mahan;**

**Pledge of Allegiance:** Prosper Boudart opened the meeting with the Pledge of Allegiance.

**Approval of the Minutes: November 23, 2021 – Commissioner Wood moved to approve, seconded by Commissioner Miller. Carried 3-0.**

**Accounts Payable** in the amount of \$141,971.69 were presented for approval. **Commissioner Kronner moved to approve, seconded by Commissioner Miller. Carried 5-0.**

**Miller Environmental:** Bryan Lightner presented the November Report.

**Cecil County Sheriff's Report – Sgt. Kalinsky:** Sgt. Kalinsky presented the November report and shared the speeding statistics collected at the intersection of Louisa Lane and Cool Springs Road. He stated the speed trailer is available for use in other locations in Town, with the main requirements being enough space and adequate sunlight to charge its solar panels.

**Maintenance Report – Commissioner Elmer:** Commissioner Elmer presented the Maintenance Report for November.

**OLD BUSINESS:**

**Water Meter Installation Award:** Mr. Lightner shared the three bids received in response to the RFP, from Miller Environmental, Inc, Lecco Pipeline, Inc, and VEPO Solutions, Inc. VEPO was the lowest bidder and Commissioner Wood was concerned how much lower they were than the other two bids. Mr. Lightner stated they appear to be confident in their work and have performed similar projects in the past. **Commissioner Kronner motioned to approve, with the condition that they follow all contract parameters and their business references are checked, seconded by Commissioner Miller. Approved 4-0-1, with one abstention from Commissioner Wood.**

**Grant Projects Cash Match:** Mr. Lightner presented the Town's proposed cash match amounts for four different grant proposals. The projects are to design stormwater practices at the Athletic Complex, design a living shoreline at Avalon Park, design a living shoreline at Foot Log Park, and develop a Watershed Master Plan for the Town and its surroundings. **Commissioner Wood motioned to approve, seconded by Commissioner Kronner. Approved 5-0.** Additional

discussion was held regarding Foot Log Park and developing a temporary solution along the sewer line at the shoreline. It was decided the Town should seek the opinions of experts to develop a temporary solution in the interim.

**MACO Opioid settlement:** Mr. Lightner presented the agreement drafted by MACO in response to the State Attorney General requesting concurrence from local governments with the terms of the recent settlement with some of the opioid manufacturers. **Commissioner Kronner motioned to approve, seconded by Commissioner Wood. Approved 5-0.**

#### **NEW BUSINESS:**

**Sidewalk maintenance:** Commissioner Elmer presented a cost estimate provided by Mike McGuirk to repave a section of sidewalk and driveway area in front of the Market Street Café. A majority of this area is located within the State Road right-of-way, which is outside of Town jurisdiction. **Commissioner Kronner motioned to approve, with the condition the State will reimburse the Town 100% for such work, and seconded by Commissioner Elmer. Approved 4-1.**

**Annexation Discussion:** President Fockler described some of the areas around Town that we may consider for annexation. Mr. Lightner stated he has received a few calls from the residents in Holloway Beach, and other areas, that would be interested in receiving Town water service. Chris Rogers, Town Engineer, stated a plan should be developed that would include the provisions of water and sewer service and upgraded roads, and whether or not a special tax assessment district would be needed to provide these services. Coordination with the State, Cecil County, and the residents of these areas will also be important moving forward. It was discussed this may become a subject for special work sessions in the near future.

**Grass Mowing Contract 2022:** Commissioner Kronner suggested continuing with the current contractor Settlemyre Lawn Care for providing grass mowing services at select Town-owned lands for one more year. **Commissioner Kronner motioned for approval, using the same contract parameters, extending one more year, and Commission Miller seconded. Approved 5-0.**

#### **THIS MARKS THE END OF OLD AND NEW BUSINESS.**

**Winter Lights, Cecil Nights:** Bryan Lightner announced we received the \$1,100 grant from the Cecil County Tourism Office, to participate in the program this year. Events will be developed for January and February to increase the visitation to our Town during the winter months.

**Commissioner meeting start time:** A resident asked whether or not the Commissioner meetings could start at 6 pm instead of 7 pm. **Commissioner Kronner motioned for approval, to start future Town Commissioner meetings at 6pm, and Commission Miller seconded. Approved 5-0.**

**Commissioner meeting 12/28:** A brief discussion was held to cancel the next Commissioner's meeting on 12/28 during the Holiday break. **Commissioner Wood motioned for approval, and Commission Kronner seconded. Approved 5-0.**

**PUBLIC COMMENT:**

**Prosper Boudart:** In regards to the water meter installation, Mr. Boudart asked whether there may be any salvage value for the old meters. Mr. Lightner will look into that.

**Ursula Boudart:** Ms. Boudart thanked Commissioner Wood for her help with the Tree Lighting Event and Holiday Open House. She also stated that the sidewalk maintenance along Cecil Street is an issue that the Town should discuss the State.

**Thelma McMullen:** Ms. McMullen asked when a temporary solution for Foot Log Park might be developed. Mr. Lightner stated that experts will be consulted prior to the next Commissioner meeting on January 11<sup>th</sup>. She mentioned that snow plowing at the end of Baltimore Street needs to be looked at and she agrees that the sidewalk maintenance along Cecil Street should also be addressed.

**Amy Mullins:** Ms. Mullins was having an issue with a tenant at her property and wanted to know if the water could be shut off. Commissioner Wood stated the Town would not get into the middle of that, and would not shut it off.

**Dan Rupert:** Mr. Rupert asked whether or not the existing water tower would provide enough capacity to annex and serve surrounding properties. Mr. Lightner stated that analysis will be included as part of the plan to consider whether or not annexation will be feasible.

**Richard Mahan:** Mr. Mahan stated that the zoning ordinance needs to be updated and adopted, and particular attention should be paid to the sections on home businesses and abandoned boats. In regards to the possibility of needing additional funds to pay for increased water capacity, the Town could pursue other water tower lease opportunities for cellular communication companies. As for the sidewalk replacement project in front of the Market Street Café, he thinks the State should pay for 100% of it, or the restaurant could also pay for some of the improvements.

**Paul Johnson, 84 Cecil Road:** Mr. Johnson stated he would like to connect to the Town's water system, since his well is contaminated and running dry. He can be reached at 410-316-7442, as the Town has any updates on the annexation process.

**Trey Giraldi:** Mr. Giraldi thinks the Christmas decorations at Avalon Park are wonderful.

**Renee Capano:** Ms. Capano provided Town staff with a 2010 analysis that was completed by Cecil County with respect to the annexation process and providing water and sewer service to Holloway Beach.

**THIS MARKS THE END OF PUBLIC COMMENT.**

**Commissioner Wood motioned to adjourn the meeting at 9:06 pm, seconded by Commissioner Kronner. Approved 5-0.**

Respectfully submitted,

Bryan Lightner, Town Administrator