

Special Meeting
June 21, 1967

A Special Meeting of the Town Commissioners was held June 21, 1967 in the Town Hall at 7:30 P.M., and called to order by President, Ralph Murphy.

The following Commissioners were present, Ralph Murphy, Horace Graham, Walter Patchell, Frank Mulveny.

Ordinance #10 Trailer

Mr. Andrew Skinner, Mr. and Mrs. Scott were present at the meeting to discuss further the request of placing a trailer on his property. The Trailer Ordinance was read and discussed also a copy of same was given to Mr. and Mrs. Scott to take home with them. They were informed at the meeting that at this time the Commissioners would abide by the ruling of the Ordinance. Mr. Scott informed the Commissioners that he would contact his lawyer, Donald Cole about the outcome of the meeting.

John Wright is to be notified so that he can inform us of what steps should be taken concerning this matter. Mr. Wright had been called before the meeting and the problem had been discussed with him.

Water and Sewage

It was approved to have John Wright make the final settlement for 120 days on the 15 acres that is to be used for the lagoon.

Town Hall

Request was made by Mrs. McMullen to have an air conditioner placed in the Post Office. The Federal Government would furnish the air conditioner.

A letter is to be sent to the Postmaster concerning the following conditions:

1. Federal Government assumes the entire cost of the installation.
2. If the electric bill for the months of May, June, July, August, September is more than \$35.00 per month the Federal Government is to be responsible for the excess.
3. If at any future date the air conditioner is to be removed the Lessee is to return the building to its original condition before the air conditioner had been installed.

The air conditioner is to remain the property of the Federal Government and may be removed by same whenever they so desire.

Lease

Mr. Harold Patchell was present at the meeting to discuss the legal aspect of the agreement which would allow Paul Murphy to lease his ground to Charles Wright.

John Wright is to be notified of the disagreement over the leasing

of the ground and a future meeting will be arranged at his convenience. Harold Patchell and Charles Wright are to be informed of the time of the meeting so that they will be able to attend.

Commercial Lease Increase

The following Resolution was passed by the Commissioner for all leased property used for any commercial purpose, or for camping or any business which induces income for the leasee, the lease rate effective July 1, 1967 shall be 3 times the rate now being charged, and the rate effective July 1, 1970 shall be 5 times the rate now being charged. The higher lease rate shall be effective for the full year if the type of use changes during a year.

This provision shall automatically become a part of all existing leases.

The above Commercial lease rate increase was read and approved by the Town Commissioners, and will become active of July 1, 1967.

All was in favor of the Resolution and passed.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully Submitted.

Elizabeth N. Benson
Acting Secretary

Patricia J. Murphy
Town Clerk

Regular Meeting
June 13, 1967

Regular Meeting of the Town Commissioners was held June 13, 1967 in the Town Hall and called to order by President, Ralph Murphy.

The following Commissioners were present, Ralph Murphy, Frank Mulveny, Horace Graham.

Town Streets

Mr. Hershel Armour, Eugene Beal, John Lewis, Hurchel Richardson were present at the meeting to find out when Cecil St., Caroline to Frederick would be paved.

Bids are to be sent concerning the above street to Harold E. Fuddy and to United Paving Company. The bids should be in by June 26, 1967.

Zane Monscevitiz is to check Cathbarn St. so that the street can be repaired.

Mr. Monscevitiz to repair the bank in front of Hershel Armour property also the purchase of grass seed, so that the bank can be seeded when repaired.

Mr. Albert Gillespie was present to state that his hedge was only 40 inches high, he had received a letter requesting that he please trim his hedge to the height of 36 inches.

Ordinance #10 Trailer

Mr. Andrew Skinner was present at the meeting to discuss his request of wanting to place a trailer on his property which is to be used for living purposes. Permission at this time was not given and arrangements will be made to have a special meeting in order to discuss the request further. Mr. Skinner is to be notified of the time to the meeting so that he will be able to attend.

Water and Sewage

Mr. John Wright called while the meeting was in session to inform the Commissioners that the Susquehanna Broadcasting Company price for for the 15 acraas would be \$320.00 per acre. John Wright is to be notified that the price per acre was acceptable and to notify Susquehanna Broadcasting Company as such.

Town Hall

Mr. Horace Graham will fix the front screen door on the Post Office.

General Business

Get the negatives of the Plan of Charlestown so that several complete sets can be made up.

Arrange for a special meeting of the Town Commissioners whcih is to be held in the following week.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully Submitted

Elizabeth D. Bushman
Acting Secretary

Patricia J. Murphy
Town Clerk

SPECIAL MEETING

May 20, 1967

A Special Meeting of the Town Commissioners was held on May 20, 1967 in the Town Hall at 10 A.M., and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Morace Graham, Frank Mulveny and Walter Patchell.

The attached Resolution was passed by the Commissioners to give Mr. Ralph Murphy authority to sign the Assurance of Compliance to be sent to the Dept. of Housing and Urban Development.

A letter is to be written to Mr. Paul Murphy stating that the Commissioners are agreeable with leasing to Mr. Charles Wright if he will submit an affidavit to us for our files.

The Commissioners will meet on Sunday morning, May 27th with Mr. Mensevitz to go over Caroline St. to see what plans can be made to widen Street.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WIDENER BUILDING, PHILADELPHIA, PENNSYLVANIA 19107

REGION II

May 10, 1967

In reply refer to:
P-Md-3058

Mr. Ralph H. Murphy
President
Town Commissioners
Charlestown, Maryland 21914

Dear Mr. Murphy:

We note that form HUD-41901, Assurance of Compliance with Department of Housing and Urban Development Regulations under Title VI of the Civil Rights Act of 1964 was not included with your application for planning funds.

Accordingly, we have enclosed, for your convenience, two copies of this form, two copies of a suggested form of resolution authorizing the execution of form HUD-41901, and a copy of a form explaining the Assurance of Compliance.

If you will kindly execute these forms and return one copy to us within the next ten days, we will be able to take more expeditious action on your project.

Your continuing cooperation is appreciated.

Sincerely yours,

Stanley J. Glowacki
for Jerome E. Parker
Assistant Regional Administrator
for Metropolitan Development

INSTRUCTIONS TO DELIVERING EMPLOYEE <input type="checkbox"/> Show to whom and where delivered <input type="checkbox"/> Deliver ONLY to addressee <input type="checkbox"/> Show to whom, when, and address where delivered <input type="checkbox"/> Deliver ONLY to addressee <small>(charges required for these services)</small>		RECEIPT Received the quantity of article described below. REGISTERED NO. 22 9 ADDRESS OR NAME OF ADDRESSEE (Must always be filled in) 125064 OH INSURED NO. PHILADELPHIA, PA. DATE DELIVERED PHILADELPHIA, PA. SHOW WHERE DELIVERED (only if requested) PHILADELPHIA, PA.
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DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

**ASSURANCE OF COMPLIANCE
WITH DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
REGULATIONS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

COMMISSIONERS OF CHARLESTOWN
(Name)

(hereinafter called the

"Applicant") HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352 and all requirements imposed by or pursuant to the Regulations of the Department of Housing and Urban Development (24 CFR, Subtitle A, Part 1) issued pursuant to that Title, to the end that, in accordance with Title VI of the Act and the Regulations, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department of Housing and Urban Development, and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department of Housing and Urban Development, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision or similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Applicant for the period during which the Federal financial assistance is extended to it by the Department of Housing and Urban Development.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal loans, advances, grants, properties, contracts or other Federal financial assistance extended after the date hereof to the Applicant by the Department of Housing and Urban Development, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Applicant.

Dated 5-20-67

COMMISSIONERS OF CHARLESTOWN
(Applicant)

Box 154
CHARLESTOWN, MD. 21914
(Applicant's Mailing Address)

BY Ralph Murphy
(Authorized Official)

RESOLUTION APPROVING AND AUTHORIZING EXECUTION
OF ASSURANCE OF COMPLIANCE WITH THE REGULATIONS
OF THE HOUSING AND HOME FINANCE AGENCY

WHEREAS, the Regulations of the Housing and Home Finance Agency (24 CFR, Subtitle A, Part 1) issued pursuant to Title VI of the Civil Rights Act of 1964 (P.L. 88-352) require every contract for Federal financial assistance to be accompanied by an assurance that the program or activity to be carried out will be conducted in compliance with the said Regulations to the end that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Housing and Home Finance Agency.

NOW, THEREFORE, Be it Resolved by the Commissioners of Charlestown, Md.
(Title of Governing Body)
as follows:

1. Commissioners of Charlestown hereby approves the Assurance of
(Name of Applicant)
Compliance with the Housing and Home Finance Agency Regulations under Title VI of the Civil Rights Act of 1964 (Form CFA-1901 (3-65)) received from the Housing and Home Finance Agency.
2. Ralph Murphy, President
(Name of Official) (Title)
of the Applicant is hereby authorized to execute on behalf of the Applicant the aforesaid Assurance of Compliance and deliver the same to the Housing and Home Finance Agency together with a certified copy of this Resolution.
3. This Resolution shall take effect immediately.

CERTIFICATE

I, Patricia J. Murphy, hereby certify that:
(Name of Applicant's Recording Officer)

I am the duly appointed, qualified and acting Secretary
(Title)
of Commissioners of Charlestown and that the above copy of a
(Name of Applicant)
Resolution approving and authorizing the execution of an Assurance of Compliance (Form CFA-1901 (3-65)) is a true and correct copy of the said Resolution as adopted at a duly authorized meeting of the governing body of the Applicant held on May 20, 1967.
(Date)

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Applicant this 20th day of May, 1967.

(SEAL)

Patricia J. Murphy

Title 24—HOUSING AND HOUSING CREDIT

Subtitle A—Office of the Administrator, Housing and Home Finance Agency

PART 1—NONDISCRIMINATION IN FEDERALLY-ASSISTED PROGRAMS OF THE HOUSING AND HOME FINANCE AGENCY—EFFECTUATION OF TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

Subtitle A of Title 24 CFR is hereby amended by adding the following new Part 1:

- Sec.
- 1.1 Purpose.
 - 1.2 Definitions.
 - 1.3 Application of Part 1.
 - 1.4 Discrimination prohibited.
 - 1.5 Assurances required.
 - 1.6 Compliance information.
 - 1.7 Conduct of investigations.
 - 1.8 Procedure for effecting compliance.
 - 1.9 Hearings.
 - 1.10 Decisions and notices.
 - 1.11 Judicial review.
 - 1.12 Effect on other regulations; forms and instructions.

AUTHORITY: The provisions of this Part 1 are issued under sec. 602 of the Civil Rights Act of 1964, P.L. 88-352, 78 Stat. 252, 42 U.S.C. 2000d-1; sec. 502(a) of the Housing Act of 1948, 12 U.S.C. 1701c; and the laws listed in Appendix A to this Part 1.

§ 1.1 Purpose.

The purpose of this Part 1 is to effectuate the provisions of title VI of the Civil Rights Act of 1964 (hereafter referred to as the "Act") to the end that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Housing and Home Finance Agency.

§ 1.2 Definitions.

As used in this Part 1—

(a) The term "Agency" means the Housing and Home Finance Agency.

(b) The term "Administrator" means the Housing and Home Finance Administrator.

(c) The term "responsible Agency official" with respect to any program or activity receiving Federal financial assistance means the Administrator or other official of the Agency who by law or by delegation has the principal responsibility within the Agency for the administration of the law extending such assistance.

(d) The term "United States" means the States of the United States, the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa, Guam, Wake Island, the Canal Zone, and the territories and possessions of the United

States, and the term "State" means any one of the foregoing.

(e) The term "Federal financial assistance" includes (1) grants, loans, and advances of Federal funds, (2) the grant or donation of Federal property and interests in property, (3) the detail of Federal personnel, (4) the sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient, and (5) any Federal agreement, arrangement, or other contract which has as one of its purposes the provision of assistance. The term "Federal financial assistance" does not include a contract of insurance or guaranty.

(f) The term "recipient" means any State, political subdivision of any State, or instrumentality of any State or political subdivision, any public or private agency, institution, organization, or other entity, or any individual, in any State, to whom Federal financial assistance is extended, directly or through another recipient, for any program or activity, or who otherwise participates in carrying out such program or activity (such as a redeveloper in the Urban Renewal Program), including any successor, assign, or transferee thereof, but such term does not include any ultimate beneficiary under any such program or activity.

(g) The term "applicant" means one who submits an application, contract, request, or plan requiring Agency approval as a condition to eligibility for Federal financial assistance, and the term "application" means such an application, contract, request, or plan.

§ 1.3 Application of Part 1.

This Part 1 applies to any program or activity for which Federal financial assistance is authorized under a law administered by the Agency, including any program or activity assisted under the Agency programs listed in Appendix A of this Part 1. It applies to money paid, property transferred, or other Federal financial assistance extended under any such program or activity after the effective date of this Part 1 pursuant to an application approved prior to such effective date. This Part 1 does not apply to (1) any Federal financial assistance by way of insurance or guaranty contracts, (2) money paid, property transferred, or other assistance extended under any such program or activity before the effective date of this Part 1, (3) any assistance to any person who is the ultimate beneficiary under any such program or activity, or (4) any employment practice, under any such program or activity, of any employer, employment agency, or labor organization, except to the extent described

in § 1.4(c). The fact that a program or activity is not listed in Appendix A shall not mean, if Title VI of the Act is otherwise applicable, that such program or activity is not covered. Other programs or activities under statutes now in force or hereinafter enacted may be added to this list by notice published in the FEDERAL REGISTER.

§ 1.4 Discrimination prohibited.

(a) *General.* No person in the United States, shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity to which this Part 1 applies.

(b) *Specific discriminatory actions prohibited.* (1) A recipient under any program or activity to which this Part 1 applies, may not, directly or through contractual or other arrangements, on the ground of race, color, or national origin:

(i) Deny a person any housing, accommodations, facilities, services, financial aid, or other benefits provided under the program or activity;

(ii) Provide any housing, accommodations, facilities, services, financial aid, or other benefits to a person which are different, or are provided in a different manner, from those provided to others under the program or activity;

(iii) Subject a person to segregation or separate treatment in any matter related to his receipt of housing, accommodations, facilities, services, financial aid, or other benefits under the program or activity;

(iv) Restrict a person in any way in access to such housing, accommodations, facilities, services, financial aid, or other benefits, or in the enjoyment of any advantage or privilege enjoyed by others in connection with such housing, accommodations, facilities, services, financial aid, or other benefits under the program or activity;

(v) Treat a person differently from others in determining whether he satisfies any occupancy, admission, enrollment, eligibility, membership, or other requirement or condition which persons must meet in order to be provided any housing, accommodations, facilities, services, financial aid, or other benefits provided under the program or activity;

(vi) Deny a person opportunity to participate in the program or activity through the provision of services or otherwise, or afford him an opportunity to do so which is different from that afforded others under the program or activity (including the opportunity to participate in the program or activity as an employee but only to the extent set forth in paragraph (c) of this section).

(2) A recipient, in determining the location or types of housing, accommodations, facilities, services, financial aid, or other benefits which will be provided under any such program or activity, or the class of persons to whom, or the situations in which, such housing, ac-

commodations, facilities, services, financial aid, or other benefits will be provided under any such program or activity, or the class of persons to be afforded an opportunity to participate in any such program or activity, may not, directly or through contractual or other arrangements, utilize criteria or methods of administration which have the effect of subjecting persons to discrimination because of their race, color, or national origin, or have the effect of defeating or substantially impairing accomplishment of the objectives of the program or activity as respect persons of a particular race, color, or national origin.

(3) As used in this Part 1 the housing, accommodations, facilities, services, financial aid, or other benefits provided under a program or activity receiving Federal financial assistance shall be deemed to include any housing, accommodations, facilities, services, financial aid, or other benefits provided in or through a facility provided with the aid of Federal financial assistance.

(4) The enumeration of specific forms of prohibited discrimination in paragraphs (b) and (c) of this section does not limit the generality of the prohibition in paragraph (a) of this section.

(c) *Employment practices.* Where a primary objective of the Federal financial assistance to a program or activity to which this Part 1 applies is to provide employment, a recipient may not, directly or through contractual or other arrangements, subject a person to discrimination on the ground of race, color, or national origin in its employment practices under such program or activity (including recruitment or recruitment advertising, employment, lay-off, or termination, up-grading, demotion, or transfer, rates of pay or other forms of compensation and use of facilities). The requirements applicable to construction employment under such program or activity shall be those specified in or pursuant to Executive Order 11114 (28 F.R. 6485).

(d) *Exception.* A person shall not be deemed subjected to discrimination by reason of his exclusion from the benefits of a program or activity limited by Federal law to individuals of a particular race, color, or national origin different from his.

§ 1.5 Assurances required.

(a) *General.* Every contract for Federal financial assistance to carry out a program or activity to which this Part 1 applies, executed on or after the effective date of this Part 1, and every application for such Federal financial assistance submitted on or after such effective date, shall, as a condition to its approval and the extension of any Federal financial assistance pursuant to such contract or application, contain or be accompanied by an assurance that the program or activity will be conducted and the housing, accommodations, facilities, services, financial aid, or other benefits to be provided will be operated and administered in compliance with all requirements imposed by or pursuant to this Part 1. In the case of a contract or application for Federal financial assistance to provide real property or structures

thereon, the assurance shall obligate the recipient, or, in the case of a subsequent transfer, the transferee, for the period during which the real property or structures are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar benefits. In the case of personal property the assurance shall obligate the recipient for the period during which he retains ownership or possession of the property. In all other cases the assurance shall obligate the recipient for the period during which Federal financial assistance is extended pursuant to the contract or application. The responsible Agency official shall specify the form of the foregoing assurance for such program or activity, and the extent to which like assurances will be required of subgrantees, contractors and subcontractors, transferees, successors in interest, and other participants in the program or activity. Any such assurance shall include provisions which give the United States a right to seek its judicial enforcement.

(b) *Pre-existing contracts—funds not disbursed.* In any case where a contract for Federal financial assistance, to carry out a program or activity to which this Part 1 applies, has been executed prior to the effective date of this Part 1, and the funds have not been fully disbursed by the Agency, the responsible Agency official shall, where necessary to effectuate the purposes of this Part 1, require an assurance similar to that provided in paragraph (a) of this section as a condition to the disbursement of further funds.

(c) *Pre-existing contracts—periodic payments.* In any case where a contract for Federal financial assistance, to carry out a program or activity to which this Part 1 applies, has been executed prior to the effective date of this Part 1, and provides for periodic payments for the continuation of the program or activity, the recipient shall, in connection with the first application for such periodic payments on or after the effective date of this Part 1, (1) submit a statement that the program or activity is being conducted in compliance with all requirements imposed by or pursuant to this Part 1, or a statement of the extent to which it is not, at the time the statement is made, so conducted, and (2) provide such methods of administration for the program or activity as are found by the responsible Agency official to give reasonable assurance that the recipient will comply with all requirements imposed by or pursuant to this Part 1, or reasonable assurance that any noncompliance indicated in the statement under clause (1) will be corrected.

(d) *Assurances from institutions.* (1) In the case of any application for Federal financial assistance to an institution of higher education, the assurance required by this section shall extend to admission practices and to all other practices relating to the treatment of students.

(2) The assurance required with respect to an institution of higher education, hospital, or any other institution, insofar as the assurance relates to the institution's practices with respect to

admission or other treatment of persons as students, patients, or clients of the institution or to the opportunity to participate in the provision of services or other benefits to such persons, shall be applicable to the entire institution unless the applicant establishes, to the satisfaction of the responsible Agency official, that the institution's practices in designated parts or programs of the institution will in no way affect its practices in the program of the institution for which Federal financial assistance is sought, or the beneficiaries of or participants in such program. If in any such case the assistance sought is for the construction of a facility or part of a facility, the assurance shall in any event extend to the entire facility and to facilities operated in connection therewith.

§ 1.6 Compliance information.

(a) *Cooperation and assistance.* Each responsible Agency official shall to the fullest extent practicable seek the cooperation of recipients in obtaining compliance with this Part 1 and shall provide assistance and guidance to recipients to help them comply voluntarily with this Part 1.

(b) *Compliance reports.* Each recipient shall keep such records and submit to the responsible Agency official or his designee timely, complete, and accurate compliance reports at such times, and in such form and containing such information, as the responsible Agency official or his designee may determine to be necessary to enable him to ascertain whether the recipient has complied or is complying with this Part 1.

(c) *Access to sources of information.* Each recipient shall permit access by the responsible Agency official or his designee during normal business hours to such of its books, records, accounts, and other sources of information, and its facilities as may be pertinent to ascertain compliance with this Part 1. Where any information required of a recipient is in the exclusive possession of any other agency, institution, or person and this agency, institution, or person shall fail or refuse to furnish this information, the recipient shall so certify in its report and shall set forth what efforts it has made to obtain the information.

(d) *Information to beneficiaries and participants.* Each recipient shall make available to participants, beneficiaries, and other interested persons such information regarding the provisions of this Part 1 and its applicability to the program or activity under which the recipient receives Federal financial assistance, and make such information available to them in such manner, as the responsible Agency official finds necessary to apprise such persons of the protections against discrimination assured them by the Act and this Part 1.

§ 1.7 Conduct of investigations.

(a) *Periodic compliance reviews.* The responsible Agency official or his designee shall from time to time review the practices of recipients to determine whether they are complying with this Part 1.

(b) *Complaints.* Any person who believes himself or any specific class of

persons to be subjected to discrimination prohibited by this Part 1 may by himself or by a representative file with the responsible Agency official or his designee a written complaint. A complaint must be filed not later than 90 days from the date of the alleged discrimination, unless the time for filing is extended by the responsible Agency official or his signee.

(c) *Investigations.* The responsible Agency official or his designee shall make a prompt investigation whenever a compliance review, report, complaint, or any other information indicates a possible failure to comply with this Part 1. The investigation should include, where appropriate, a review of the pertinent practices and policies of the recipient, the circumstances under which the possible noncompliance with this Part 1 occurred, and other factors relevant to a determination as to whether the recipient has failed to comply with this Part 1.

(d) *Resolution of matters.* (1) If an investigation pursuant to paragraph (c) of this section indicates a failure to comply with this Part 1, the responsible Agency official or his designee will so inform the recipient and the matter will be resolved by informal means whenever possible. If it has been determined that the matter cannot be resolved by informal means, action will be taken as provided for in § 1.8.

(2) If an investigation does not warrant action pursuant to paragraph (d) (1) of this section the responsible Agency official or his designee will so inform the recipient and the complainant, if any, in writing.

(e) *Intimidatory or retaliatory acts prohibited.* No recipient or other person shall intimidate, threaten, coerce, or discriminate against any person for the purpose of interfering with any right or privilege secured by title VI of the Act of this Part 1, or because he has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing under this Part 1. The identity of complainants shall be kept confidential except to the extent necessary to carry out the purposes of this Part 1, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder.

§ 1.8 Procedure for effecting compliance.

(a) *General.* If there appears to be a failure or threatened failure to comply with this Part 1, and if the noncompliance or threatened noncompliance cannot be corrected by informal means, compliance with this Part 1 may be effected by the suspension or termination of or refusal to grant or to continue Federal financial assistance, or by any other means authorized by law. Such other means may include, but are not limited to, (1) a reference to the Department of Justice with a recommendation that appropriate proceedings be brought to enforce any rights of the United States under any law of the United States (including other titles of the Act), or any assurance or other contractual undertaking, and (2) any applicable proceeding under State or local law.

(b) *Noncompliance with § 1.5.* If an applicant fails or refuses to furnish an assurance required under § 1.5 or otherwise fails or refuses to comply with the requirement imposed by or pursuant to that section, Federal financial assistance may be refused in accordance with the procedures of paragraph (c) of this section. The Agency shall not be required to provide assistance in such a case during the pendency of the administrative proceedings under such paragraph, except that the Agency shall continue assistance during the pendency of such proceedings where such assistance is due and payable pursuant to a contract therefor approved prior to the effective date of this Part 1.

(c) *Termination of or refusal to grant or to continue Federal financial assistance.* No order suspending, terminating, or refusing to grant or continue Federal financial assistance shall become effective until (1) the responsible Agency official has advised the applicant or recipient of his failure to comply and has determined that compliance cannot be secured by voluntary means, (2) there has been an express finding on the record, after opportunity for hearing, of a failure by the applicant or recipient to comply with a requirement imposed by or pursuant to this Part 1, (3) the action has been approved by the Administrator, and (4) the expiration of 30 days after the Administrator has filed with the committees of the House and Senate having legislative jurisdiction over the program or activity involved, a full written report of the circumstances and the grounds for such action. Any action to suspend or terminate or to refuse to grant or to continue Federal financial assistance shall be limited to the particular political entity, or part thereof, or other recipient as to whom such a finding has been made and shall be limited in its effect to the particular program, or part thereof, in which such noncompliance has been so found.

(d) *Other means authorized by law.* No action to effect compliance by any other means authorized by law shall be taken until (1) the responsible Agency official has determined that compliance cannot be secured by voluntary means, (2) the action has been approved by the Administrator, (3) the applicant or recipient has been notified of its failure to comply and of the action to be taken to effect compliance, and (4) the expiration of at least ten days from the mailing of such notice to the applicant or recipient. During this period of at least ten days additional efforts shall be made to persuade the applicant or recipient to comply with this Part 1 and to take such corrective action as may be appropriate.

§ 1.9 Hearings.

(a) *Opportunity for hearing.* Whenever an opportunity for a hearing is required by § 1.8(c), reasonable notice shall be given by registered or certified mail, return receipt requested, to the affected applicant or recipient. This notice shall advise the applicant or recipient of the action proposed to be taken, the specific provision under which the proposed action against it is to be

taken, and the matters of fact or law asserted as the basis for this action, and either (1) fix a date not less than 20 days after the date of such notice within which the applicant or recipient may request of the responsible Agency official that the matter be scheduled for hearing or (2) advise the applicant or recipient that the matter in question has been set down for hearing at a stated time and place. The time and place so fixed shall be reasonable and shall be subject to change for cause. The complainant, if any, shall be advised of the time and place of the hearing. An applicant or recipient may waive a hearing and submit written information and argument for the record. The failure of an applicant or recipient to request a hearing under this paragraph (a) or to appear at a hearing for which a date has been set shall be deemed to be a waiver of the right to a hearing under section 602 of the Act and § 1.8(c) of this Part 1 and consent to the making of a decision on the basis of such information as is available.

(b) *Time and place of hearing.* Hearings shall be held at the offices of the Agency in Washington, D.C., at a time fixed by the responsible Agency official unless he determines that the convenience of the applicant or recipient or of the Agency requires that another place be selected. Hearings shall be held before the responsible Agency official or, at his discretion, before a hearing examiner designated in accordance with section 11 of the Administrative Procedure Act.

(c) *Right to counsel.* In all proceedings under this section, the applicant or recipient and the Agency shall have the right to be represented by counsel.

(d) *Procedures, evidence, and record.* (1) The hearing, decision, and any administrative review thereof shall be conducted in conformity with sections 5-8 of the Administrative Procedure Act, and in accordance with such rules of procedure issued by the Agency as are proper (and not inconsistent with this section) relating to the conduct of the hearing, giving of notices subsequent to those provided for in paragraph (a) of this section, taking of testimony, exhibits, arguments and briefs, requests for findings, and other related matters. Both the Agency and the applicant or recipient shall be entitled to introduce all relevant evidence on the issues as stated in the notice for hearing or as determined by the officer conducting the hearing at the outset of or during the hearing.

(2) Technical rules of evidence shall not apply to hearings conducted pursuant to this Part 1, but rules or principles designed to assure production of the most credible evidence available and to subject testimony to test by cross-examination shall be applied where reasonably necessary by the officer conducting the hearing. The hearing officer may exclude irrelevant, immaterial, or unduly repetitious evidence. All documents and other evidence offered or taken for the record shall be open to examination by the Agency and the applicant or recipient, and opportunity shall be given to refute facts and argu-

ments advanced on either side of the issues. A transcript shall be made of the oral evidence except to the extent the substance thereof is stipulated for the record. All decisions shall be based upon the hearing record and written findings shall be made.

(e) *Consolidated or joint hearings.* In cases in which the same or related facts with respect to two or more programs or activities to which this Part 1 applies are asserted to constitute non-compliance with this Part 1 or noncompliance with this Part 1 and the regulations of one or more other Federal departments or agencies issued under title VI of the Act, the Administrator may, by agreement with such other departments or agencies, where applicable, provide for the conduct of consolidated or joint hearings, and for the application to such hearings of rules of procedure not inconsistent with this Part 1. Final decisions in such cases, insofar as this Part 1 is concerned, shall be made in accordance with § 1.10.

§ 1.10 Decisions and notices.

(a) *Decision by person other than the responsible Agency official.* If the hearing is held by a hearing examiner such hearing examiner shall either make an initial decision, if so authorized, or certify the entire record including his recommended findings and proposed decision to the responsible Agency official for a final decision, and a copy of such initial decision or certification shall be mailed to the applicant or recipient by certified or registered mail, return receipt requested. Where the initial decision is made by the hearing examiner the applicant or recipient may within 30 days of the mailing of such notice of initial decision file with the responsible Agency official his exceptions to the initial decision, with his reasons therefor. In the absence of exceptions, the responsible Agency official may on his own motion within 45 days after the initial decision serve on the applicant or recipient a notice that he will review the decision. Upon the filing of such exceptions or of such notice of review the responsible Agency official shall review the initial decision and issue his own decision thereon including the reasons therefor. In the absence of either exceptions or a notice of review the initial decision shall constitute the final decision of the responsible Agency official.

(b) *Decisions on record or review by the responsible Agency official.* Whenever a record is certified to the responsible Agency official for decision or he reviews the decision of a hearing examiner pursuant to paragraph (a) of this section, or whenever the responsible Agency official conducts the hearing, the applicant or recipient shall be given reasonable opportunity to file with him briefs or other written statements of its contentions, and a copy of the final decision of the responsible Agency official shall be given in writing to the applicant or recipient, and to the complainant, if any, by certified or registered mail, return receipt requested.

(c) *Decisions on record where a hearing is waived.* Whenever a hearing is waived pursuant to § 1.9(a) a decision

shall be made by the responsible Agency official on the record and a copy of such decision shall be given in writing to the applicant or recipient, and to the complainant, if any, by certified or registered mail, return receipt requested.

(d) *Rulings required.* Each decision of a hearing examiner or responsible Agency official shall set forth his ruling on each finding, conclusion, or exception presented, and shall identify the requirement or requirements imposed by or pursuant to this Part 1 with which it is found that the applicant or recipient has failed to comply.

(e) *Content of orders.* The final decision may provide for suspension or termination of, or refusal to grant or continue Federal financial assistance, in whole or in part, under the program or activity involved, and may contain such terms, conditions, and other provisions as are consistent with and will effectuate the purposes of the Act and this Part 1, including provisions designed to assure that no Federal financial assistance will thereafter be extended under such program or activity to the applicant or recipient determined by such decision to be in default in its performance of an assurance given by it pursuant to this Part 1, or to have otherwise failed to comply with this Part 1, unless and until it corrects its noncompliance and satisfies the responsible Agency official that it will fully comply with this Part 1.

§ 1.11 Judicial review.

Action taken pursuant to section 602 of the Act is subject to judicial review as provided in section 603 of the Act.

§ 1.12 Effect on other regulations; forms and instructions.

(a) *Effect on other regulations.* All regulations, orders, or like directions heretofore issued by any officer of the Agency which impose requirements designed to prohibit any discrimination against persons on the ground of race, color, or national origin under any program or activity to which this Part 1 applies, and which authorize the suspension or termination of or refusal to grant or to continue Federal financial assistance to any applicant or recipient of such assistance under such program or activity for failure to comply with such requirements, are hereby superseded to the extent that such discrimination is prohibited by this Part 1, except that nothing in this Part 1 shall be deemed to relieve any person of any obligation assumed or imposed under any such superseded regulation, order, instruction, or like direction prior to the effective date of this Part 1. Nothing in this Part 1, however, shall be deemed to supersede any of the following (including future amendments thereof): (1) Executive Orders 10925 and 11114 and regulations issued thereunder, or (2) Executive Order 11063 and regulations issued thereunder, or any other regulations or instructions, insofar as such Order, regulations, or instructions prohibit discrimination on the ground of race, color, or national origin in any program or activity or situation to which this Part 1 is inapplicable, or prohibit discrimination on any other ground.

(b) *Forms and instructions.* Each responsible Agency official shall issue and promptly make available to interested persons forms and detailed instructions and procedures for effectuating this Part 1 as applied to programs and activities to which this Part 1 applies and for which he is responsible.

(c) *Supervision and coordination.* The Administrator may from time to time assign to officials of the Agency, or to officials of other departments or agencies of the Government with the consent of such department or agency, responsibilities in connection with the effectuation of the purposes of title VI of the Act and this Part 1 (other than responsibility for final decision as provided in § 1.10), including the achievement of effective coordination and maximum uniformity within the Agency and within the Executive Branch of the Government in the application of title VI and this Part 1 to similar programs or activities and in similar situations.

This Part 1 shall become effective on the 30th day following the date of its publication in the FEDERAL REGISTER.

Date: November 30, 1964.

ROBERT C. WEAVER,
Housing and Home
Finance Administrator.

Approved: December 3, 1964.

LYNDON B. JOHNSON.

APPENDIX A

PROGRAMS OF THE HOUSING AND HOME FINANCE AGENCY TO WHICH THIS PART 1 APPLIES

1. Community Disposition Program—Atomic Energy Community Act of 1955, §§ 11-13, 21, 31-36, 41-43, 51-57, 61-66, 101-103, 111-119, 69 Stat. 471 (1955), 42 U.S.C. 2301; E.O. 11105, 28 F.R. 3909.
2. Low-Income Housing Demonstration Grant Program—§ 207, Housing Act of 1961, 75 Stat. 165 (1961), 42 U.S.C. 1436.
3. Mass Transportation Demonstration Grant Program—§ 303, Housing Act of 1961, 75 Stat. 166 (1961), 42 U.S.C. 1453(b).
4. Rehabilitation Direct Loan Program—§ 312, Housing Act of 1964, 78 Stat. 790 (1964), P.L. 88-560.
5. Training and Fellowship Programs—Title VIII, Housing Act of 1964, 78 Stat. 769 (1964), P.L. 88-560.
6. Urban Mass Transportation Programs—Urban Mass Transportation Act of 1964, 78 Stat. 302 (1964), P.L. 88-365.
7. Low-Rent Public Housing Program—United States Housing Act of 1937, 50 Stat. 888 (1937), 42 U.S.C. 1401.
8. Open Space Land Program—Title VII, Housing Act of 1961, 75 Stat. 183 (1961), 42 U.S.C. 1500.
9. Urban Renewal Demonstration Grant Program—§ 314, Housing Act of 1954, 68 Stat. 629 (1954), 42 U.S.C. 1452a.
10. Urban Renewal Program (Slum Clearance and Urban Renewal)—Title I, Housing Act of 1949, 63 Stat. 414 (1949), 42 U.S.C. 1450.
11. College Housing Loan Program—Title IV, Housing Act of 1950, 64 Stat. 77 (1950), 12 U.S.C. 1749.
12. Community Facilities Administration Liquidation Programs.
13. Program of Advances for Public Works Planning—§ 702, Housing Act of 1954, 68 Stat. 641 (1954), 40 U.S.C. 462.
14. Public Facility Loans Program—Title II, Housing Amendments of 1955, 69 Stat. 642 (1955), 42 U.S.C. 1491.
15. Public Works Acceleration Act Program—Public Works Acceleration Act, 76 Stat. 541 (1962), 42 U.S.C. 2641.
16. Senior Citizens Housing Loan Program—§ 202, Housing Act of 1959, 73 Stat. 667 (1959), 12 U.S.C. 1701q.

Housing and Home Finance Agency
Community Facilities Administration

**EXPLANATION OF FORM CFA-1901
ASSURANCE OF COMPLIANCE
WITH THE HOUSING AND HOME FINANCE AGENCY REGULATIONS
(24 CFR, Subtitle A, Part1) UNDER TITLE VI OF THE
CIVIL RIGHTS ACT OF 1964**

Section 1.5 of the Regulations of the Housing and Home Finance Agency (herein sometimes called "Agency") effectuating Title VI of the Civil Rights Act of 1964 requires that every application to the Community Facilities Administration (hereinafter referred to as "CFA") for Federal finance assistance and every contract for such assistance shall contain or be accompanied by an "assurance that the program or activity will be conducted and the housing, accommodations, facilities, services, financial aid, or other benefits to be provided will be operated and administered in compliance with all requirements imposed by or pursuant to" the Regulations.

Section 1.5 further provides that the form of the assurance and "the extent to which like assurances will be required of subgrantees, contractors and subcontractors, transferees, successors in interest, and other participants in the program or activity" shall be specified by the responsible Agency official. Under this authority, Form CFA-1901 has been specified as the form of assurance which shall apply to all applications for Federal financial assistance submitted to CFA after January 3, 1965. In addition, circumstances have been specified under which an Applicant shall obtain a similar written assurance of compliance from its subgrantees, contractors and transferees (see answers to questions 6 and 7 below).

Form CFA-1901 constitutes a legally enforceable agreement to comply with Title VI of the Civil Rights Act of 1964, and with all requirements imposed by or pursuant to the Regulations of the Agency issued thereunder. Applicants are urged to read the Regulations before executing the assurance. The following explanation of the requirements of the Regulations and the examples of the kinds of discriminatory practices prohibited are for the guidance of Applicants. The information contained in the answers to questions 1 through 10 is of general applicability and governs all applications for CFA administered assistance. In addition, question 11 applies specifically to Applicants for assistance under the Public Works Acceleration Act or to any other CFA financially assisted program, a primary objective of which is to provide employment. Questions 12 through 15 are directed particularly to Applicants for College Housing Loans.

ALL APPLICANTS

1. By executing the assurance (Form CFA-1901), what does an Applicant agree to do?
 - A. The Applicant agrees to make no distinction on the ground of race, color, or national origin in providing individuals any housing, accommodations, facilities, services, financial aid, or other benefits under any program receiving Federal financial assistance extended to the Applicant by CFA.
2. What is meant by "distinction on the ground of race, color, or national origin"?
 - A. "Distinction on the ground of race, color, or national origin" includes (1) any type of

segregation, separate or different treatment, or other discrimination on that ground; (2) the imposition of any admission, enrollment quota, eligibility, or other requirement or condition which individuals must meet in order to be provided any housing, accommodations, facilities, services, financial aid, or other benefits under a program or to be afforded an opportunity to participate in a program, if the race, color, or national origin of the individuals is considered in determining whether they meet any such requirement or condition; (3) the use of membership in a group as a basis for the selection of individuals for any purpose, if in selecting members of the group there is discrimination on the ground of race, color, or national origin; and (4) the assignment of personnel to provide services, or the assignment of times or places for the provision of services, on the basis of the race, color, or national origin of the individuals to be served. It does not, however, include distinctions on the ground of race, color, or national origin determined by the responsible Agency official to be necessary to the conduct of research or experimental programs having as their primary objective the discovery of new knowledge concerning special characteristics of particular racial or other ethnic groups.

3. What is meant by "housing, accommodations, facilities, services, financial aid, or other benefits"?

- A. "Housing, accommodations, facilities, services, financial aid, or other benefits" under a program receiving Federal financial assistance include any dormitory, apartment or other single family housing for single or married students, faculty members, student nurses, interns or residents; any living units for the elderly or handicapped; related facilities such as cafeterias, dining halls, student centers, student unions, recreational areas, infirmaries or other inpatient or outpatient health facilities considered to be essential service facilities; and any planning, sanitary or public facility.

4. What requirements are placed on the use of facilities?

- A. The Applicant agrees to make no distinction on the ground of race, color, or national origin in making available to individuals the use of any land, building, equipment, or other facility which is a part of a program receiving Federal financial assistance from CFA, including:

- (a) the use of any housing, room, dormitory, living unit, or other space in the facility;
- (b) the use of any equipment in the facility;
- (c) the use of any office, waiting room, restroom, dining, recreational, concession, or other accommodation or convenience provided in the facility.

5. What requirements are placed on the opportunities to participate in a program receiving Federal assistance?

- A. The Applicant agrees to make no distinction on the ground of race, color, or national origin in affording opportunities to individuals to participate (other than as employees) in any program receiving Federal financial assistance extended by CFA to the Applicant, including opportunities to participate as providers of any service, financial aid, or other benefit to individuals under the program; as conferees, observers, consultants, advisers, members of advisory or planning groups, or as volunteers in research, survey, demonstration or like programs.

6. If an Applicant intends to make use of other individuals to help carry out the Federally assisted program, does the requirement not to discriminate apply to such other individual?

- A. It does. The Applicant must require any individual, organization, or other entity which it uses, or with which it contracts or otherwise arranges to provide housing, accommodations, facilities, services, financial aid, or other benefits under, or to assist it in the conduct of, any program receiving Federal financial assistance extended to the

Applicant by CFA or with which it contracts or otherwise arranges for the use of any facility provided with the aid of Federal financial assistance for a purpose for which the Federal financial assistance was extended, to comply fully with Title VI of the Civil Rights Act of 1964 and the Regulations of the Agency issued thereunder.

7. Must this assurance of nondiscrimination by another be in writing?
 - A. In the case of any contractual or other arrangement with another such individual or entity which will continue for an indefinite period or for a period of more than three months, or of any conveyance, lease, or other transfer of any real property or structures thereon provided with the aid of Federal financial assistance extended to the Applicant by CFA, the Applicant shall obtain from such other person, or transferee, an agreement, in writing, enforceable by the Applicant and by the United States, that such other individual or entity, or transferee, will carry out its functions under such contractual or other arrangement, or will use the transferred property, as the case may be, in accordance with Title VI of the Act and the Regulations.
8. What obligations does the Applicant have to inform beneficiaries, participants, and others of the provisions of the Regulations?
 - A. The Applicant must make available to beneficiaries, participants, and other interested persons information regarding the provisions of the Regulations and protections against discrimination provided under Title VI of the Civil Rights Act.
9. What obligations does the Applicant have to keep records and to make them available to the Agency?
 - A. From time to time, Applicants may be required to submit reports to the Agency, and Section 1.6 of the Regulations provides that the facilities of the Applicant and all records, books, accounts, and other sources of information pertinent to the Applicant's compliance with the Regulations be made available for inspection during normal business hours on request of an officer or employee of the Agency specifically authorized to make such inspections.
10. May an Applicant who signs the assurance make distinctions among his employees on the basis of race, color, or national origin?
 - A. Title VI of the Civil Rights Act and the HHFA Regulations are not directed at employment practices of recipients of Federal financial assistance, except where a primary objective of the Federally assisted program is to provide employment. However, where Title VI and the Regulations do not apply, the Applicant may be precluded from engaging in any discriminatory employment practices under the provisions of Executive Orders 10925 and 11114 and Title VII of the Civil Rights Act when said Title becomes effective.

APPLICANTS FOR ACCELERATED PUBLIC WORKS ASSISTANCE

11. Where employment practices are covered by Title VI and the Regulations, as in the APW Program where a primary objective is to provide employment, what requirements must the Applicant meet?
 - A. The Applicant agrees to make no distinction on the ground of race, color, or national origin in its employment practices (including recruitment or recruitment advertising, hiring, layoff or termination, upgrading, demotion, or transfer, rates of pay or other forms of compensation, and use of facilities) with respect to individuals seeking employ-

ment or employed under a program receiving Federal financial assistance extended to the Applicant by CFA, where a primary objective of the Federal financial assistance is to provide employment to such individuals. The requirements applicable to construction employment under such program or activity shall be those specified in or pursuant to Executive Order 11114 (28 F.R. 6485).

APPLICANTS FOR COLLEGE HOUSING LOANS

12. What effect will the regulations have on a college or university's admission or other practices related to the treatment of students?

A. An institution of higher education which applies for any Federal financial assistance of any kind must agree that it will make no distinction on the ground of race, color, or national origin in the admission practices or any other practices of the institution relating to the treatment of students.

(a) "Student" includes any undergraduate, graduate, professional, or postgraduate student, fellow, intern, resident, student nurse, or other trainee receiving education or training from the institution.

(b) "Admission practices" include recruiting and promotional activities, application requirements, eligibility conditions, qualifications, preferences, or quotas used in selecting individuals for admission to the institution, or any program of the institution, as students.

(c) "Other practices relating to the treatment of students" include the affording to students of opportunities to participate in any educational, research, cultural, athletic, recreational, social, or other program or activity; the performance evaluation, discipline, counseling of students; making available to students any housing, dining, health, or recreational service; affording work opportunities, or scholarship, loan or other financial assistance to students; and making available for the use of students any building, room, space, materials, equipment, or other facility or property.

13. Does the assurance of nondiscrimination apply to the entire operation of an institution?

A. Insofar as the assurance given by the Applicant relates to the admission or other treatment of individuals as students (including nursing students, interns, residents), patients, or clients of an institution of higher education, a school, hospital, nursing home, center or other institution owned or operated by the Applicant, or to the opportunity to participate in the provision of services, financial aid, or other benefits to such individuals, the assurance applies to the entire institution.

14. What about a university which operates several campuses?

A. Section 1.5(d)(2) of the Regulations provides for a more limited assurance only where an institution can demonstrate that the practices in part of its operation in no way affect its practice in the program for which it seeks Federal funds. This would be a rare case.

15. What effect will the Regulations have on the practices of a hospital which applies for a loan for the construction of housing for student nurses, interns or residents?

A. A hospital which applies for such Federal financial assistance shall be required to give an assurance that it will make no distinction on the grounds of race, color, or national origin in practices relating to the admission and treatment of patients, interns, residents, student nurses and other trainees, and to the privilege of physicians, dentists and other professionally qualified persons to practice in the hospital.

REGULAR MEETING

May 9, 1967

The regular meeting of the Town Commissioners was held on May 9th, 1967 in the Town Hall, and called to order by Acting President, Frank Mulveny.

The following Commissioners were present: Frank Mulveny, Horace Graham, and Walter A. Patchell.

TOWN STREETS

Mrs. Sarah Evans and Mr. Lilburn Lewis were present at the meeting to see if the Commissioners are going to grade and gravel Cathbarn St. in Cathers Hgts. The Commissioners stated that they want to determine exact lines of Street before beginning maintenance since there is contention. These exact line will be determined in Sewage Construction survey, but if this survey can be done and marked off on Street lines at a reasonable cost; they will have it done sooner.

Contact Sasser on mowing along Streets for Memorial Day, 4th of July and Labor Day.

Mr. and Mrs. Walter Jackson who own property on Conestoga St. were present at the meeting to discuss drainage problems on Conestoga St.

10 bags of Black Top fill are to be ordered for holes in Streets.

TRAILER ORDINANCE

It was decided to meet some Sunday to go over Caroline St. with Menzevitz and get price on widening St.

Mr. Andrew Skinner requested that he be able to place a trailer on his property. A letter will be written to him explaining the Trailer Ordinance, and the installation of this trailer and all others are prohibited.

TOWN HALL

One price has been obtained on extermination of the Town Hall -\$250.00 with one year guarantee, and \$25.00 per year for each year guarantee thereafter. It was decided to get another price before proceeding with work.

Mr. Mulveny will write up specifications on lighting for Town Commissioners room in Town Hall, and these specs will be sent out to contractors for prices.

GENERAL BUSINESS

A letter is to be written requesting that Charlestown be picked for the site of the Model Bay to be located in Maryland.

WATER PROJECT

Contact Dudley Willis and ask him to obtain a price from Perryville in obtaining water from them.

TOWN PROPERTY

While Mr. Freck is working on odd jobs in Town, it was suggested that he might be able to construct NO Trespassing Signs on land that is owned by the Town.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

April 5, 1967

The regular meeting of the Town Commissioners was held in the Town Hall on May 5, 1967 and called to order by Acting President, Frank Mulveny.

The following Commissioners were present: Frank Mulveny, Horace Graham, and Walter Patchell.

The Cecil County Dog Catcher, Mr. Ayers, was present at the meeting and told the Town Commissioners of his problems in this work. A County Commissioner did not attend this meeting, so any further discussion on the matter will have to be done with the County Commissioners, since the dog catcher is hired by them. Mr. Ayers pointed out that he does not have the correct equipment for the job.

Mr. Daniel Dougherty was present at the meeting and stated that he will try to get a few more property owners from his section to sign the petition for Annexation.

TOWN HALL

It was decided to set up specifications for new lighting for the Town Hall, and get a couple bids on the work that needs to be done.

It was decided to check out Insurance and also see if the Postal Dept. would be required to pay for damages under force entry into the Post Office.

PROPERTY IN BAD CONDITION

Another letter is to be written to the Elkton Banking & Trust Co. about boarding up Holloway Beach property.

TOWN PROPERTY

Check with John Wright to see if we should have the Town property listed on the State Maps.

NOTE: Have Thern's remove old wharf (check this item again); Harbor Master does not know what the Commissioners are referring to.

TOWN STREETS

Have Mr. Frack put up new signs, and check all bolts on signs and put in sufficient bolts to hold them.

Check with Menzevitz on price to grade Cathers Ave. and St. at James Ward's. Also to knock hump off and grade Caroline St.

Order 20' of 30" Culvert pipe (Galvanized Iron with waterproof coating), to be installed on Conestoga where the fill dirt is to be placed.

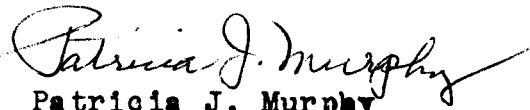
Check with Dudley Willis on survey of Cathers Ave.
& Black Ave.

DOCTOR FOR CHARLESTOWN

A letter is to be written to the Maryland Medical
Assec. to see if anything can be done by them to help
Dr. Lamay obtain his Visa in order to practice in this
country.

There being no further business coming before the
Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

March 14, 1967

The regular meeting of the Town Commissioners was held on March 14, 1967 and called to order by President, Ralph Murphy.

The following Commissioners were present: Morace Graham, Walter Patchell, Ralph Murphy and Frank Mulveny.

TREASURER'S BILLS

The bill from Marcue Good for snow removal, and the bill from Robert Webb for surveying are to be paid. Do not Maps, Inc. until planning money comes to the Town.

SEWAGE

It was decided to change the site for the Lagoon, and to see about acquiring land from Susquehanna Broadcasting Co. of York, Pa.

TOWN STREETS

Mr. Monsewitz will be contacted on work to be done on Cathers Ave., Caroline St. and Conestoga.

Contact Benjamin and Elkton Supply about cost of patching material for Streets, and have the person that Ralph contacted to patch streets and put up MUMP AHEAD signs.

TOWN POLICE OFFICER

The Town Police Officer is to check the Fire House every night at 10 P. M. and have everyone leave unless they are having a meeting.

TOWN HALL

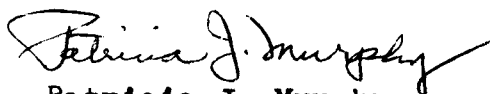
Mr. Graham is to check the Post Office Doors and see if he can fix them; if not, he will contact someone that can fix the doors.

DOG CATCHER FOR CECIL COUNTY

A letter will be written to the County Commissioners requesting that the Dog Catcher be present at the next meeting.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk

REGULAR MEETING

February 14, 1967

The regular meeting of the Town Commissioners was held in the Town Hall on February 14, 1967 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Walter Patchell and Horace Graham.

TOWN STREETS

It was decided to contact Zane Monsewitz to see if he will open Caroline St. from Frederick to Ogle for 240 feet, 50 feet wide. If he is unable to do the job, the Town Clerk is to get United Paving or another Contractor that can move this amount of dirt, trees, etc.

Town Clerk is to order pipe for Cor. Black Ave. & Bladen and pipe for Caroline St. This pipe is to be ordered from Mr. John Ward of the State Roads, or if unable to get it there from Elkton Supply Co.

Mr. Williams was present at the meeting and wanted to know what the Commissioners felt about a 4 way Stop Sign down in the Beach Area. The Commissioners will check this area at a later date.

RACE TRACT REVENUE

Attached to the Minutes is a letter of Agreement made by the Town Commissioners to the Treasurer of Cecil County in order to obtain the Race Tract Revenue.

ANNEXATION

Any further work on Annexation petitions is at a stand still right now, since the 3 or 4 more signatures needed can not be obtained.

WATER & SEWAGE

Mr. Dudley Willis was present at the meeting and the attached Resolution was passed in order for the Town to make application for money for Planning of Water Supply, etc. Standard Form 101 was also filed to the Federal Government which is the First Step in Applications for Federal Grants for Construction.

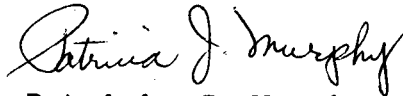
TOWN DWELLING

The Town Attorney, Mr. John B. Wright, was also present at the meeting and Dr. Mulay, who would like to locate his General Practitioner's Office in Charlestown. The Lawyer stated that a portion of the Town Dwelling could be Leased to the Doctor if Mr. Mulay is designated as the Town Medical Officer, and is available for all public in case of Emergency. Dr. Mulay agreed to sign a Contract for 2 years, but will be unable to sign it until he has obtained his Visa and State License.

It was decided to draw up a Lease which would give the Deeter one year free rental, and the next year rental to be determined following the first year - during the entire two years he will pay 50% of the Electricity and heat bills. First floor is to be used for Deeter's Office, other than the Kitchen which will go with Caretakers Quarters. Dr. Mulvey stated that the Company that is setting him up in business will do the remodeling.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia J. Murphy".

Patricia J. Murphy
Town Clerk

Miss Rebecca Jackson
Treasurer of Cecil County
Room 102, Court House
Elkton, Maryland

Dear Miss Jackson:

In Compliance with Section 5 (4) of Chapter 502, of the Acts of the General Assembly of Maryland, 1947, providing for the participation in the revenue received from the tax on horse racing in the State by the incorporated towns of the State, I hereby certify that the present population of the Town of Charlestown is seven hundred eleven (711). I further certify that the President and Commissioners of the Town of Charlestown will use the funds distributed to them under this provision of the law for construction or maintenance of streets, or sewerage facilities or water systems, or garbage collections and disposal within the Town; and that the President and Commissioners of the Town of Charlestown will raise by taxation, and apply for the same purpose as is the distributed funds, an amount equal to said funds so distributed to them under this provision of the law.

Should the County Commissioners so desire, the President and Commissioners of Charlestown agree to permit an inspection of the records of the Town of Charlestown, by an auditor of Cecil County, in order to establish compliance with the above Legislative enactment.

Very truly yours,

TOWN COMMISSIONERS OF CHARLESTOWN


Secretary.

1966 Town of Charlestown tax rate

\$.35

(Dated January 19, 1967)

RESOLUTION
(to be used unless contrary to local law)

Authorizing filing of application with the United States of America for an advance to provide for the planning of public works under the terms of Public Law 560, 83rd Congress of the United States, as amended.

WHEREAS, THE COMMISSIONERS OF CHARLESTOWN (herein called the "Applicant") after thorough consideration of the various aspects of the problem and study of available data has hereby determined that the construction of certain public works, generally described as

DOMESTIC AND FIRE WATER SUPPLY, AND DISTRIBUTION MAINS AND SERVICES FOR CHARLESTOWN, MARYLAND AND ADJACENT AREAS.

is desirable and in the public interest and to that end it is necessary that action preliminary to the construction of said works be taken immediately; and

WHEREAS, under the terms of Public Law 560, 83rd Congress, as amended, the United States of America has authorized the making of advances to public bodies to aid in financing the cost of engineering and architectural surveys, designs, plans, working drawings, specifications or other action preliminary to and in preparation for the construction of public works; and

WHEREAS, the applicant has examined and duly considered such act and the applicant considers it to be in the public interest and to its benefit to file an application under said act and to authorize other action in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF CHARLESTOWN, the governing body of said applicant, as follows:

1. That the construction of said public works is essential to and is in the best interests of the applicant, and to the end that such public works may be provided as promptly as practicable it is desirable that action preliminary to the construction thereof be undertaken immediately;

2. That RALPH H. MURPHY, PRESIDENT OF THE TOWN COMMISSIONERS BE HEREBY AUTHORIZED TO FILE IN BEHALF OF THE APPLICANT AN application (in form required by the United States and in conformity with said act) for an advance to be made by the United States to the applicant to aid in defraying the cost of plan preparation for the above described public works, which shall consist generally of WATER SUPPLY FACILITIES, ELEVATED WATER STORAGE TANK, DISTRIBUTION MAINS, AND WATER SERVICES

3. That if such advance be made, the applicant shall provide or make necessary arrangements to provide such funds, in addition to the advance, as may be required to defray the cost of the plan preparation of such public works;

4. The said RALPH H. MURPHY, PRESIDENT OF THE TOWN COMMISSIONERS is hereby authorized to furnish such information and take such action as may be necessary to enable the applicant to qualify for the advance;

5. That the officer designated in the preceding paragraph is hereby designated as the authorized representative of the applicant for the purpose of furnishing to the United States such information, data, and documents pertaining to the application for an advance as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application.

6. That certified copies of this resolution be included as part of the application for an advance to be submitted to the United States.

REGULAR MEETING

January 10, 1967

The regular meeting of the Town Commissioners was held on January 10, 1967 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Frank Mulvey, Horace Graham and Walter A. Patchell.

SEWAGE AND WATER

Mr. Dudley Willis was present and explained that the Town May receive a great deal more in grants than orginiially anticipated - possibility 50%. Grant money has fallen off so probably it will be next year before money becomes available. The Commissioners told Mr. Willis they want all applications made for Federal and Local Grants stating that the Town of Charlestown will start contruction in June.

Mr. John Wright, Town Attorney, was also present at the meeting.

It was decided to visit Oxford, Maryland where a lagoon is located in the center of the Town.

TOWN DWELLING

The Town Commissioners asked Mr. Wright if part of the Town Dwelling could be used for a Doctor's Office or Doctor's Residence. He will check into it and let the Commissioners know as soon as possible.

TOWN HALL

It was decided to accept Mr. C. W. Smith's bid for the new roof on the Town Hall after checking with him to see if this shingle is guaranteed for a period of years, see if his work is guaranteed, and how many nailed per shingle. The Town Clerk will convone this information to a couple Commissioners before telling him to go ahead.

APPOINTMENTS

The following Appointments were made by the Commissioners: Mr. Ralph Murphy, President of the Commissioners, Mr. Walter G. Murphy, Treasurer, and Mrs. Patricia J. Murphy, Secretary to the Commissioners.

SECRETARY AND TOWN CLERK JOB

Mrs. Murphy requested that a schedule be set up for the Town Hall for 15 hours a week (3 hours per day), and another girl be hired at \$1.50 per hour. Mrs. Murphy stated that the work is increasing all the time, plus the fact that the files are in bad condition because of low pay and few hours allotted to this job over a period of years.

Mrs. Murphy gave a description of all work that is required to be done by the Town Clerk, and stated that Annual Leave and Sick Leave can be worked out very well with two in the office.

The Commissioners decided that the schedule for two in the office is accepted until work is caught up, then extra girl is to be released from job.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

JANUARY 10, 1967

RALPH H. MURPHY and WALTER A. PATCHELL,
ELECTED AT TOWN ELECTION, JANUARY 9, 1967 do hereby
take oath that they will diligently and faithfully,
to the best of their judgment and ability, discharge
the duties of ~~their~~ office without favor, partiality or
prejudice.

Signed: Ralph H. Murphy
RALPH H. MURPHY

Signed: Walter A. Patchell
WALTER A. PATCHELL

~~Sworn to and oath administered by:~~

Subscribed & sworn to before me
This 10th day of January, 1967

Edgar M. Mullen
N. P.

REGULAR MEETING

December 13, 1966

The regular meeting of the Town Commissioners was held on December 13, 1966 in the Town Hall, and called to order by acting President, Walter G. Murphy.

The following Commissioners were present: Walter G. Murphy, Frank Mulveny, and Horace Graham.

TOWN DWELLING

A request was made to see if the Town Dwelling could be used in some manner for a Doctor's Office or Living Quarters for the Doctor. A discussion was held on the matter. It was decided to meet it Dr. Lamay on Sunday, Dec. 18th to discuss the possibility of him using a portion of the Dwelling without interference to the family living there, and at no extensive cost.

TOWN HALL

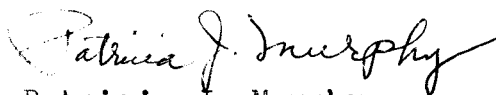
The roof at the Town Hall will be checked on Sunday also, and request for Bids are to be sent to Samuel Kaufman, Southern States in Rising Sun and any other Contractors that Town Clerk can obtain names and addresses from Phone Directory.

TREASURER'S BILLS

United Paving Co. Bill for Street Improvements was approved for payment.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk

REGULAR MEETING

November 8, 1966

The regular meeting of the Town Commissioners was held on November 8, 1966 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Frank Mulveny, Morace Graham, Walter Patchell and W. G. Murphy.

The minutes of the previous meeting were read and approved.

WATER PLANNING

It was decided to check with the Engineer to see if he has made progress on forms to be filed for Water Planning money, and ask that he expedite the matter.

FOOT BRIDGE & ROOF AT TOWN HALL

It was decided to check foot Bridge and get the job done, and to send out letters requesting bids on new roof for Town Hall.

TOWN STREETS

The area between Black Ave. and Bladen St. owned by the Town will be filled with plans to open Black Ave. into Bladen in the near future.

The Commissioners of Charlestown formally passed a Resolution for the complete Assumption of Municipal Control and maintenance of the Following Streets: Black Ave. (Width 20') - Cathers Ave. (Width 20') - Riverview Ave. (Width 20'). President, Ralph Murphy took a vote on these for this Resolution and those against. The vote was unanimously for the Resolution as written.

TOWN POLICE OFFICER

Mr. Culley will be asked to talk with owners of old cars, which are located in lots and on Streets, and request that the owners remove same.

TOWN HALL

Mr. Morace Graham will fix screen door on Post Office.

SEWAGE AND WATER PLANNING

It was decided to talk again with the County Commissioners in January, 1967 to affirm their support with the Town system for Charlestown and surrounding area.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

October 11, 1966

The regular meeting of the Town Commissioners was held on October 11, 1966 and called to order by President, Ralph Murphy.

The following Commissioners were present at the meeting: Ralph Murphy, Horace Graham, Frank Mulveny and W. G. Murphy.

The minutes of the previous meeting were read and approved.

TOWN HALL

It was agreed to get a price on leaking roof at Town Hall, and try to have the job done as soon as approval is made on the price.

TOWN STREETS

A complaint was made by Mr. Clarence Williams that the hump in the road makes it difficult for him to back out of his drive. This matter will be checked. Mr. Horace Graham is to get price on 4 humps in Streets and try to get Webb to do it while his is in Town.

WATER PLANNING

The Commissioners tried to reach Jack Johnson by phone, and were unable to, so they contacted Mr. E. D. E. Rollins, Jr. He stated the best thing to do was to keep calling Johnson until we received a definite figure on purchasing water.

WATER AND SEWAGE PLANNING

It was decided to get an appointment with the County Commissioners and tell them at the meeting how far along we are with our planning, and see if they will agree not to permit the Metropolitan Commission to take over this area as a Sanitary District, as we do not want to continue if everything is going to be upset with another program.

TOWN LAND

Mrs. Owens asked if her Lease fee could be cut down to minimum rate. The Commissioners checked it and found that she has almost as much footage as before, and stated they didn't feel they could cut the rental down any.

Mr. A. H. McAllister in Elkton is to be contacted to meet with the Commissioners so that we can discuss our problems where Town Land should be surveyed.

ANNEXATION

It was decided to pay the women who are obtaining signatures \$1.60 per hour plus mileage.

TOWN POLICE OFFICER

A 2 way radio for the Town Police would cost at least \$500.00. This is too costly for the Town and the Commissioners would like to discuss with the State Police as to what can be done to help Mr. Culley, in case he needs assistance.

TOWN LAND

The foot bridge is in bad need of repair. The Commissioners will look at it to see what needs to be done, and try to get someone who will do the work.

TRAILER ORDINANCE

Mr. Herbert Cooper, owner of land above Sea Mark Marina, and Mr. James Martin, who leases the land, are to receive letters that the trailers are not to return next season.

TOWN TREASURER

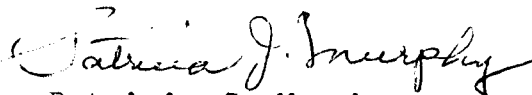
The following Bills were submitted for payment: Mr. Bernard Aiken - \$300.00, Mr. Hoarce Graham-\$12.00 for making street markers, Mr. Clarence Shockley-\$20.00 for mowing weeds, Mr. Charles T. Crothers - \$264.00 for Comprehensive Liability Insurance. Mr. Frank Mulveny made a motion that these bills be paid, Motion seconded by Mr. Walter G. Murphy and passed.

TOWN STREETS

Every year letters are sent out for bids on snow removal and no one is interested in giving a price except Mr. Good. Mr. Mark Good is interested in doing the job of snow removal with price the same as last year. The Commissioners decided to give him the job.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

September 19, 1966

The second Tuesday of this Month, September 13th, was Primary Election therefore the Town Commissioners re-scheduled the regular meeting for this night.

The following Commissioners were present: Walter G. Murphy and Walter Patchell. John B. Wright, Town Attorney, and Dudley Willis, Town Engineer, were also present at the meeting.

WATER PLANNING

Several North East Commissioners were present along with their attorney, E. D. E. Rollins, Jr. to discuss selling water to the Town of Charlestown.

The proposed agreement to purchase water from the Town of North East was read and the Town of North East would not except the figure stated in the agreement. They will try to determine a figure from Mr. Bernard Aiken, who they believe can give them the ~~size~~ ^{figure} of producing water for one year.

ANNEXATION

Mr. Clifton Wilson and Mr. Terry were present from Charlestown Manor and Mr. Sartin from Route 7 area to discuss the Metropolitan Commission and asked the Commissioners to consider the Metropolitan way. The Commissioners assured them that they had already considered this possibility but had decided against it and the Town is porceeding on their own with Planning and Contruction, therefore if the areas represented do not want to Annex, this is their privilege to refuse to sign the petitions which are being circulated by the Town of Charlestown.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

August 9, 1966

The regular meeting of the Town Commissioners was held on August 9, 1966 in the Town Hall and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Horace Graham, Frank Mulveny, and Walter Patchell.

ANNEXATION MEETING

The Public meeting to explain Annexation to the residents will be held in the Charlestown Fire Hall on Friday, August 26, 1966 at 8:00 P. M. The Engineer, Lawyer, State and County Health Men, and Maryland Municipal League Men will be invited to assist the Commissioners in answering questions.

TOWN POLICE OFFICER

Mr. Culley is to be notified that the Commissioners would like for him to use various locations in town when sitting in his car to watch for motor vehicle violations. Also they would like to have a report of cases tried.

They would like to obtain prices on a radio for Mr. Culley's car so that the officer can make calls as well as receive them.

STREET MARKERS

Mr. Graham will make two concrete markers to be installed when Mr. Robert Webb is in Town doing survey on portions of Frederick and Ogle Streets.

TRAILERS

Mr. James Martin has some trailers located above where Mr. Marcus Good Marina is located. The owner of the land, Mr. Harold Cooper, will also receive a notice that trailers are located on his property.

WEED ORDINANCE

It was decided to see if Mr. Banner Segraves wants the hedge along his property. If he does, it must be cut down to 3 feet in height; if not, the Street equipment will remove same when they come through that location.

Mr. E. Craig Jackson is to receive letter to cut weeds.

Catholic Church lot is to be mowed and a Bill sent to the catholic church.

SUBDIVISIONS

Drawings are to be obtained on subdivisions where Cather's

NOTICE OF CHARLESTOWN ORDINANCE

Ordinance No. 19 has been enacted on August 9, 1966 prohibiting the discharge of a firearm or BB gun within the Town of Charlestown except in an area more than 200 feet from a dwelling, firehouse, town hall, school, church, marina or commercial building.
Commissioners of Charlestown
By Patricia J. Murphy,
Town Clerk

Aug. 24-1w

ORDINANCE NO. 19

SECTION 1: BE IT ENACTED by the Commissioners of Charlestown by authority of Sections 44 and 45 of Article 8 of the Code of Public Local Laws of Maryland, entitled "Cecil County" sub-title "Charlestown", that the following Section shall constitute an Ordinance prohibiting the discharge of a firearm or BB gun within the Town of Charlestown except in an area more than 200' feet from a dwelling, firehouse, town hall, school, church, marina or commercial building, and to read as follows:

The discharge of a firearm or BB gun within the Town of Charlestown, except in an area more than 200' feet from a dwelling, firehouse, town hall, school, church, marina or commercial building is prohibited. Any person violating the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction shall be fined not more than \$100.00 or sentenced to not more than 90 days confinement or both.

SECTION 2: BE IT FURTHER ENACTED that this Ordinance shall take effect from the date of its passage.

Approved: August 9, 1966

COMMISSIONERS OF CHARLESTOWN

By Ralph H. Murphy
Ralph H. Murphy
President

ATTEST:

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

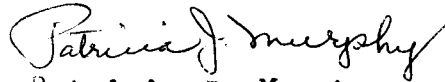
Ave. is located; also drawing of Cooper Subd., and Black's Subd. where Riverview Ave. is located.

TREASURER'S BILLS

Town Clerk's bill for overtime work was approved for payment.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia J. Murphy".

Patricia J. Murphy
Town Clerk

REGULAR MEETING

July 12, 1966

The regular meeting of the Town Commissioners was held July 12, 1966 in the Town Hall and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Horace Graham, Frank Mulveny, and W. G. Murphy. Mr. John Wright, Town Attorney, was also present at the meeting.

Hurchel Armour, Eugene Beal, and Richard Evans asked that something be done about the Street in front of their property to get rid of the dust.

WATER STUDY

Mr. Dudley Willis from Richardson Assoc. was present at the meeting to present the feasibility report on Water.

It was decided to see if we could get some professional assistance in preparation for Annexation.

WEED ORDINANCE

Mrs. Mildred Gray would like to have an extension on clearing off her lot.

MARYLAND MUNICIPAL LEAGUE

The Town Commissioners were invited and attended a meeting held at the Granary for the Officials of the Eastern Shore Division of the Maryland Municipal League.

STREETS

The following signs are to be ordered to complete the Street Sign programs: 2 Water St., 2 Cecil St., 2 Dead End, Colonel All Place Drive.

TOWN DWELLING

A Bill was received from the Wellwood Marina for pipe installed where Forrester broke same when installing water line for the Town. It was decided to send Bill to Forrester to see if he will pay for the damage which was done by his men.

STATE ROADS


Contact Roland Sharretts on approving approach from Bladen to Frederick. Mr. Sharretts stated that this would be done, but work has not been started in the period of 4 months.

Mr. Mulveny would like to have prices obtained for Park Benches.

There being no further business coming before the Board,

the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

June 14, 1966

The regular meeting of the Town Commissioners was held in the Town Hall on June 14, 1966 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Walter G. Murphy, Horace Graham, and Walter Patchell.

Mr. Larry Metz was present at the meeting to discuss sewage problem on the Wellwood Club Property. Mr. Metz stated that Richardson Assoc. did the engineering job and work was done by Edwards on Route 40, with County Health Dept. approval at a cost of \$4,000.00, plus \$450.00 for Richardson Assoc. Mr. Metz stated that he has all letters of State and County Approval. Letter is to be written to the County Health Dept. explaining that this is there problem and not the Town's. Also state to the Health Dept. that the Commissioners of Charlestown do not approve raising the water surface drainage to higher level on the Wellwood property, and surface drainage is the Town's problem. A copy of this letter is to be sent to Mr. Metz.

Also a letter to Mr. Stroupe advising him of the letter received from Mr. Knessig.

Mr. Ross Patchell, Mrs. Charles Wright, and Mrs. Lyle Bott were present to discuss old cars parked on Town Streets and in yards. The Town Officer will correct the problem of parked cars on Streets and deliver letters to those who have junk cars in their lots.

WEED ORDINANCE

A great many lots are growing up in weeds, so the Commissioners will check the Town to see what letters must be sent out. A request was made for a sign "Children Playing" along Caroline St., and a hump in street when contractors are working.

STREETS LIGHTS

Check to see why lights have not been installed, per our letter of April 15th.

STREETS

It was decided to have Mr. Jack Moon, at the cost of no more than \$30.00 to erect signs (Street names), and Mr. Mulveny will supervise the job.

Mr. Mulveny is to be reminded to get the listing of Street work ready to go out to the contractors.

ZONING

John Wright's Bill is to be paid, and letter to accompany it stating that the Commissioners are not making

any plans for Zoning, since the Town of Charlestown cannot afford these large Bills, and copy of this letter to go to the Technical Advisory Service.

AUDITOR

The Commissioners decided to retain the same Auditor for the fiscal year ending this month.

POST OFFICE

The screen door has not been installed at the Post Office yet so Mr. Mulveny will be contacted to see what progress he has made on this matter.

The surface water laying outside of the Post Office is a problem which will be corrected when the Road Contractor is in Town.

TOWN HALL

A letter is to be written to Mr. Walter Lawrence stating that the Town Commissioners will pay have the cost of installation of a line fence, if Mr. Lawrence is willing to pay half the cost of having the two properties surveyed and this survey must be made before the fence is completed. If Mr. Lawrence agrees with this, a good surveyor is to be hired for the job.

LEASED GROUND

Mr. Creighton Heisler requested a lease on the ground which his father had previously leased before his death. The Commissioners are in agreement with leasing this, and Lease is to be drawn.

Mr. Horace Graham asked the Commissioners if they would be willing to Lease to Marcus Good all land which Mr. Graham is now leasing. The Commissioners are in agreement with this and Mr. Graham will contact the Town Clerk when he is ready to turn over these Leases.

OTHER BUSINESS

The Town Clerk is to check to see what can be done about the Harrington children, since the Town Commissioners are receiving a great many complaints about the children running all over private property and stealing items off of these properties.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

May 10, 1966

The regular monthly meeting of the Town Commissioners was held on May 10, 1966 in the Charlestown Town Hall.

The following Commissioners were present: Mr. Frank Mulveny, Mr. Horace Graham, and W. G. Murphy. Mr. John B. Wright, Town Attorney, was also present at the meeting.

ZONING

Mr. Kent Howland and Mr. LaMar Dotter of the Maryland Municipal League were also present at the meeting to discuss Zoning. It was decided that the next step is to have the State Planning Commission at a Special meeting and have the Charlestown Planning Commission present at the meeting, and all meetings to follow will be conducted by the Planning Commission. The Town Attorney is to be contacted when date is set.

It was decided to check the Cecil Democrat to find out if their was a notice published to change a portion of our mile radius to M-2 under County Zoning.

It was decided that the next step in Planning for Zoning was to have the State Planning Commission assist the Commissioners and the Planning Commission of Charlestown. The MTA men will set up a date and call Mrs. Murphy.

It was decided to have Mr. John B. Wright draw up Ordinance #19 to Create a Planning Commission.

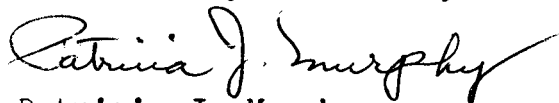
TOWN STREETS

The Commissioners agreed to improve Market Street if contract price is within our budget and open Street to 50 feet, hard surface 16', gravel 16' and curb on South side. Separate bid for sidewalk on south side from Town Hall to Water St., and patch, grade and gravel other Streets. Separate bid for 400' of black top on Dump Road from Existing black top. Separate bid on Conestoga 32' Road bed from Center of Road between Calvert and Bladen.

Mr. Mulveny and Mr. Graham will try to find someone to put up Street signs.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Secretary

REGULAR MEETING

April 12, 1966

The regular meeting of the Town Commissioners was held in the Town Hall on April 12, 1966 and called to order by President, Ralph Murphy.

The Town Attorney, John Wright, and another Attorney, Mr. David Preller, were present at the meeting to discuss pro and con on Appealing the Maxon-Dixon Case. Mr. Preller stated that he would give The Commissioners his opinion on appeal within a few days.

Mr. LaMar Dotter of the Maryland Municipal League Technical Advisory Service was also present at the meeting to pick up the Zoning Map and see what work must be done to get a new Zoning Ordinance into effect.

TOWN STREETS

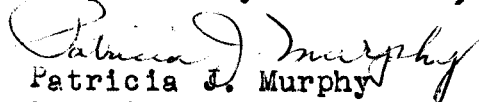
It was decided to check the old minutes to find out what streets were officially taken over by the Commissioners so that a Resolution can be passed to take over the remainder, which are now maintained by the Town or will be maintained by the Town in the future.

The Town Secretary will check with Mr. Roland Sharretts to see if surveys on two Town Streets are completed.

A letter was received from the Conowingo Power Company on the survey to determine proper installation of light on Charlestown Place. Their Recommendation is one at the corner of Charlestown Place & Woodlawn Terrace. The Commissioners agreed to put in this light, one on Calvert St. (pole #3 in front of Carl York's property), and Baltimore St. Across from Cather Ave.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Secretary

P. S. The attached agreement was approved by the Commissioners and is hereby made a part of these minutes.

Miss Rebecca Jackson,
Treasurer of Cecil County
Room 102, Court House
Elkton, Md.

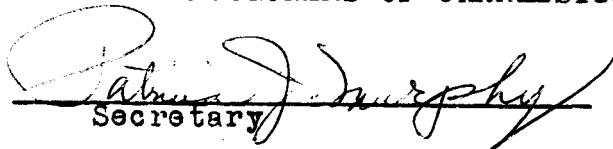
Dear Miss Jackson:

In Compliance with Section 5 (4) of Chapter 502, of the Acts of the General Assembly of Maryland, 1947, providing for the participation in the State by the incorporated towns of the State, I hereby certify that the present population of the Town of Charlestown is seven hundred eleven (711). I further certify that the President and Commissioners of the Town of Charlestown will use the funds distributed to them under this provision of the law for construction or maintenance of streets, or sewerage facilities or water systems, or garbage collections and disposal within the Town; and that the President and Commissioners of the Town of Charlestown will raise by taxation, and apply for the same purpose as is the distributed funds, an amount equal to said funds so distributed to them under this provision of the law.

Should the County Commissioners so desire, the President and Commissioners of Charlestown agree to permit an inspection of the records of the Town of Charlestown by an auditor of Cecil County, in order to establish compliance with the above Legislative enactment.

Very truly yours,

TOWN COMMISSIONERS OF CHARLESTOWN


Secretary

1965 Town of Charlestown tax rate

\$.35

(Dated March 14, 1966)

SPECIAL MEETING

March 23, 1966

A special meeting of the Town Commissioners was held in the Town Hall on March 23, 1966 for discussion of purchasing water from the Town of North East.

The Following Commissioners were present: Frank Mulveny, Walter Patchell, Horace Graham, W. G. Murphy, and Town Attorney, John E. Wright.


The Commissioners from North East present were Mr. Johnson, Mr. Sakers, and Mr. Trauig and their attorney, Mr. E. D. Rollins, Jr.

Mr. Johnson stated no official action to supply Charlestown was taken by the North East Board, also stated he thought master meter would be appropriate for control of gals. North East at present is \$8.75 per quarter plus 50¢/ every 1000 gal over minimum rate. Estimate 40,000 gal per day for Charlestown.

If Charlestown decides to change Engineers, Witman & Requard, Assoc., of Baltimore, Md. were recommended.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

ORDINANCE NO. 18

SECTION 1: BE IT ENACTED by the Commissioners of Charlestown by authority of Sections 44 and 45 of Article 8 of the Code of Public Local Laws of Maryland, entitled "Cecil County" sub-title "Charlestown", that the following Section shall constitute an Ordinance requiring that all snow, sleet or ice be promptly removed from an abutting sidewalk and gutter, and to read as follows:

It shall be the duty of each person owning or occupying a lot or part of a lot fronting on any sidewalk to cause all snow, sleet or ice to be removed from the sidewalk and gutter, so far as his lot may abut thereon, within three hours after the snow or sleet have ceased to fall; provided, that when snow or sleet shall have ceased to fall between the hours of three o'clock in the afternoon and six o'clock in the morning, it shall be removed before eleven o'clock in the morning. Each person who shall violate this section shall, upon conviction, be fined not more than One Hundred Dollars (\$100.00).

SECTION 2: BE IT FURTHER ENACTED that this Ordinance shall take effect from the date of its passage.

Approved: April 12, 1966

COMMISSIONERS OF CHARLESTOWN

By Ralph H. Murphy
Ralph H. Murphy
President

ATTEST:

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

March 8, 1966

The regular meeting of the Town Commissioners was held in the Town Hall on March 8, 1966 and called to order by President, Ralph Murphy.

The following Commissioners were present: Mr. Ralph Murphy, Mr. Frank Mulveny, Mr. Horace Graham, and Mr. W. G. Murphy.

The minutes of the previous meeting were read and approved.

SNOW REMOVAL

It was decided to ask Mr. Wright to prepare an Ordinance for snow removal on sidewalks.

ANNEXATION

Very legible copies of the Annexation Study have been received from M T A.

ZONING

A copy of John Wright's brief for Mason-Dixon Case was received.

TOWN STREETS

Mr. Graham will get a price from Mr. Ritter for opening up ends of drain pipes and after this work has been done, the Fire Co. will be asked to flush out the pipes.

The Town Streets will be gone over on Sunday to see what work must be done this year. It was decided to check with John Wright on taking over Cathers Ave. Also check with assessment office on width of Riverview Ave., and put in one load of bank gravel on St.

TOWN PROPERTY

It was decided to look over the Town Wharf to see what is needed to put it in repair. Also to write a letter to Mr. Matthews to find out what plans he has for this area especially the Town of Charlestown.

TOWN HALL

Mr. Walter Culley has been doing some painting and cleaning at the Town Hall. The Commissioners decided to pay him \$1.75 per hour for this work.

SEWAGE

It was decided to talk with John Wright on the possible change of Engineering firms.

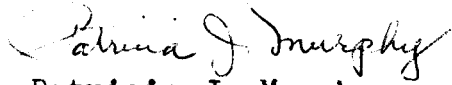
TREASURER'S BILLS

Mr. Ritter's Bill for Bank Gravel and spreading on Post Office drive was approved.

There being no further business coming before the Board, the

meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia J. Murphy". The signature is written in dark ink and is positioned above the printed name.

Patricia J. Murphy
Town Clerk

REGULAR MEETING

February 8, 1966

The regular meeting of the Town Commissioners was held in the Town Hall on February 8, 1966 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Frank Mulveny, Horace Graham, Walter Patchell and Walter G. Murphy. The Town Police Officer was also present at the meeting.

TOWN SEWAGE & WATER

A motion was made by Frank Mulveny and seconded by Horace Graham, and passed to make the Resolution which is attached to these minutes.

It was also decided to meet with the Town Commissioners of North East on Sunday at 10 a.m. at the Water Plant and to meet with them on March 3rd. **NOTE:** Since this date did not suit their attorney, the date has been set as March 23, 1966 at 7:30 p.m. in the Charlestown Town Hall.

TOWN STREETS

It was decided to contact Conowingo Power to check Poles # 3998 & #3 located along Charlestown Place and Woodlawn Terrace to see which installation they will recommend to give light to the most property owners in the area.

LEASED GROUND

Mr. Paul Murphy has requested to see the plans of work to be done by Wellwood Marina and also to put a reasonable time limit on completion of work. After this done, he will sign the letter of permission for the Wellwood Marina to run over his property.

It was decided to look for drawing attached to Wellwood Marina's Lease (Riparian rights) and get details from Giordana.

The Commissioners have decided to Lease the property, formerly leased to the Boy Scouts, to the Cub Scouts for camping purposes. This lease will be prepared for signatures.

ANNEXATION

Additional 30 days is needed to go over the Annexation Study.

RE-ZONING

As suggested by John Wright, no applications for re-zoning will be considered at the present time until validity of mile radius zoning is decided by Court. A letter to this effect will go to Mrs. Schuette who has submitted an application for re-zoning.

TOWN STREETS

Mr. Ralph Ritter's bill of \$305.00 has been approved for

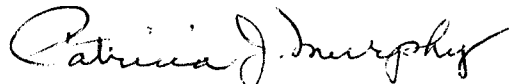
payment, and also 3 loads of bank gravel will be placed along fence for walking. Mr. Graham will oversee the job.

Mr. Roland Sharretts will be contacted to see if he will help the Commissioners on survey of Market St. & Caroline St.

Question was asked about who is to remove snow on sidewalks. We can check this matter again with John Wright.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia J. Murphy".

Patricia J. Murphy
Town Clerk

TOWN COMMISSIONERS OF CHARLESTOWN

CHARLESTOWN, MARYLAND

February 8, 1966

Be it resolved by the Town Commissioners of Charlestown that the following agreement for Public Works Plan Preparation from the Housing and Home Finance Agency:

Pursuant to the provisions of Public Law 560, 83rd Congress, as amended, and your application, as modified and supplemented, and subject to the Terms and Conditions, dated February 1, 1962, attached hereto and made a part hereof, the United States of America, acting by and through the Housing and Home Finance Administrator, hereby offers to make an advance of not to exceed \$27,500 to aid you in financing the cost of plan preparation, to consist of preliminary and final planning for the proposed construction of a sanitary sewerage system.

By the acceptance of this offer, we agree to submit above-described plan preparation within 395 days from the date of your acceptance hereof and covenant that you will repay when required to do so under the provisions of said Law and Terms and Conditions.

Ralph H. Murphy

Frank Mulwenz

Walter A. Catehall

Horace D. Graham

Walter L. Murphy

REGULAR MEETING

January 11, 1966

The regular monthly meeting of Town Commissioners was held on January 11, 1966 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Horace Graham, Frank Mulveny, and W. G. Murphy.

SEWAGE

Tyding and Sickles have announced that Project No. P3053 for \$27,500 of Planning Advance money has been approved for Charlestown. We have not, as yet, received the official word on this advance.

LEASES

Mr. Paul Murphy has verbally agreed to have the ditch filled in along his Leased ground and permit Wellwood Marina to run over the ground while constructing a bulkhead. It was decided to get a letter from Mr. Murphy confirming his conversation with Walter Patchell.

NEW BRIDGE

Senator Albert Roney stated that the bids will be opened on January 18, 1966 for the new bridge south of town, and construction will start in the Spring.

TREASURER'S REPORT

Balance in Special Account - \$5,459.14
Balance in General Account - 6,067.88

TOWN STREETS

The following bids were received for work on Conestoga St. in back of Town Hall - removeing of trees, fence, cleaning ground, burning brush, and changing water course.- Mr. Ralph Ritter's bid was \$275.00 and Mr. Alan McCann's was \$560.00.

A motion was made by Mr. Frank Mulveny to except Mr. Ritter's Bid and buy a pice of pipe. Motion seconded by Mr. Walter Patchell and passed.

Mrs. John W. T. Owens has requested a street light on her Street and Mr. Theodore Murphy has requested one on Baltimore. Also there is a light needed on Calvert between Market and Conestoga. The Commissioners decided to look at areas

Mr. Mulveny will take care of ordering Street Marker Signs and one way street signs. It was decided to check with State Roads on price of pipe to erect Street signs.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

Patricia J. Murphy
Patricia J. Murphy, Town Clerk

December 14, 1965

REGULAR MEETING

The regular meeting of the Town Commissioners was held on December 14, 1965 and called to order by President, Ralph Murphy. The Following Commissioners were present: Horace Graham, W. G. Murphy, Frank Mulveny, and Ralph Murphy. Mr. Walter J. Culley, Town Police officer, was also present at the meeting.

All Commissioners were in favor of making Riverview Ave. a one way Street and Parking on one side only. Mr. Mulveny will take care of ordering signs.

SEWAGE

Mr. John G. Evans of Stein Bros. & Boyce, Inc. was present at the meeting to talk to the Commissioners about Municipal Bonds. Since Planning has not even started, this subject will be discussed at a much later date.

It was decided to meet with the North East Commissioners, their lawyer, John Wright, and Engineer in an attempt to draw up an agreement for the purchase of water from the Town of North East. This date will be set to suit North East and the Lawyers.

TOWN HALL

Mr. Mulveny is still trying to purchase the right type of Commercial door for the Post Office which will cost less than \$90.00.

TOWN STREETS

It was decided to put all surplus dirt from street work, etc. into the swamp where Conestoga St. runs into a Dead End. Mr. Ralph Ritter will be contacted on bringing in Crossties and build bridge down on Conestoga.

HARBOR MASTER

The following items were called to the Harbor Master's attention: Find out what Mark good is going to do in bulkheads, Follow up letter to Gene Fuddy about removal of Boat, and if he isn't going to remove it, have it removed at Fuddy's expense; Remind Mr. Thorn of his verbal agreement to remove stone pile and existing piling located at the foot of Conestoga St.

TREASURER'S BILLS

The Town Clerk submitted a Bill for \$10.00 to cover 3 months Zoning work. Mr. Graham submitted bill for one load of gravel which was used on Calvert St. Mr. Mulveny made motion that all bills be paid, Motion seconded by Mr. Graham and passed.

There being no further business coming before the Board,

the meeting was adjourned.

Respectfully submitted,

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

November 9, 1965

The regular meeting of the Town Commissioners was held on November 9, 1965 and called to order by President, Ralph Murphy. The following Commissioners were present: Walter G. Murphy, Ralph Murphy, Horace Graham, Walter Patchell, Frank Mulveny. The Town Attorney, John B. Wright, was also present at the meeting.

Mr. John Wright was requested to check Mason-Dixon Activities on East Side of Route 7 across from Schockley's property.

Mr. Wright reported that all forms were filed in preparation for Leon Beal and Mason-Dixon Court Hearings.

STREETS

It was decided to get prices on Street Name Signs & pipe standards; also regular standards. Prices on quantities 10 & 20 complete.

Letters will be sent to Marcus Good, McCann, Ralph P. Ritter, and Francis Sasser to bid on snow removal for this winter season.

TOWN HALL

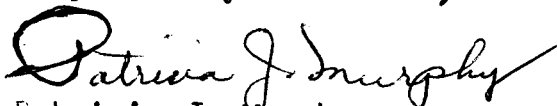
Mr. Mulveny will have Representative from factory to look at entrance to Post Office to see if Commercial Door will work, and front door will be installed on back entrance at the time the new front door is installed.

LEASES

Mr. Walter Patchell will talk with Paul Murphy and explain to him why we want to close ditch, etc. on his Leased Ground.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk

REGULAR MEETING

October 12, 1965

The regular meeting of the Town Commissioners was held on October 12, 1965 and called to order by President, Ralph Murphy. The following Commissioners were present: Ralph Murphy, Horace Graham, Frank Mulveny, Walter Patchell and W. G. Murphy.

Mr. Roland Sharretts, State Roads Engineer, was present at the meeting and showed the Commissioners the plans for the new Bridge to be constructed which will replace Webber's Bridge.

Mr. Ronald Pullen, Auditor for Bernard S. Aiken, was present at the meeting and presented the Financial Reports.

Mr. Pullen also requested that the Commissioners write a letter to the Selective Service System telling them of our great need for Doctors in hope that this will keep Dr. Jay Barnhart from being called into the Service.

Oliver and John J. Diamonte have requested that they be allowed to use the old Town Pier for a Duck Blind for this ducking season. The Commissioners granted this request.

CEMETERY

Mrs. Elisabeth McMullen asked if the stones installed in the new part of the Cemetery are to be kept flush with the ground. This Resolution was passed by the Commissioners several years ago and has never been Amended so this applies today. Also Mrs. McMullen would like to know if she would have some corner stones relocated flush with the ground. The Commissioners will go over this matter with Mrs. McMullen as soon as possible.

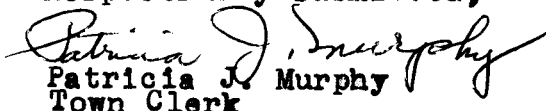
WATER

Mr. Jack Johnson and another Commissioner from North East were present at the meeting to discuss selling water to the Town of Charlestown. The North East Commissioners requested that the Charlestown Commissioners come out to North East and go over the Water Plant. The Commissioners of North East suggested selling water on a percentage basis rather than on a meter basis. The figure that was mentioned was on every \$10.00 amount received by the Town of Charlestown, they would remit \$1.00 of it to the Town of North East.

There was short discussion about putting in another block of Hard-Top Street this year, but since the meeting was so very long lasting to the hour of 10:45 P.M., the Commissioners decided to continue this discussion at a later date.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

September 14, 1965

The regular meeting of the Town Commissioners was held on September 14, 1965 and called to order by Walter G. Murphy, Acting President in the President's absence.

The following Commissioners were present: Horace Graham, Frank Mulveny, Walter Patchell and Walter G. Murphy.

Mr. John B. Wright, Town Attorney, was also present at the meeting. All Commissioners received a letter from William B. Evans, Attorney at Law, with enclosed Petition to the Circuit Court for Appeal on Town Commissioners decision against Re-Zoning for Mason-Dixon Sand and Gravel Co. Mr. Wright will compile all files and submit same within 30 days. A copy of the Petition is attached to these minutes.

NEW BRIDGE TO BE CONSTRUCTED

Mr. Rowland Sharretts, State Roads Engineer, will be notified that the Town Commissioners would like to see a copy of the new Bridge Plans, and request that Mr. Sharretts attend the next meeting to discuss same.

WEED ORDINANCE

The following persons are to receive letters referring to the weed Ordinance and giving them 10 days to correct the violation; Rev. Cummings for the Catholic Church Lot, Mr. Harley Atkins, and Mrs. LaMonica. The Commissioners decided that all letters that can be delivered locally will be delivered by the Town Police Officer and if violation is not corrected, the Police Officer will have the authority to get a Warrant and serve it.

LEASES

On Friday evening at 6 P.M. the Town Commissioners will measure all Leased ground, starting with W. G. Murphy's Lease to Wellwood Marina Property. This will establish how much ground is left between Paul Murphy and Wellwood Marina Property.

TOWN DWELLING

Mr. Biordana is willing to give the Town water for the Town Dwelling. As many plumbers as possible will be notified to bid on the job of running a line from the Marina supply to the Town House.

TOWN STREETS

Two or more Boy Scouts would like to have 5 hours work doing something for the Town Commissioners. It was decided to get the boys to clean blind corners of high weeds and brush and to paint some posts down in the Beach Area.

TOWN CLERK

The Town Clerk requested that her office be moved to the Town Hall, a telephone installed, and her salary be increased to \$25.00 per week, which would give 14 to 15 hour week because of the great work load.

A motion was made by Mr. Mulveny to move the Office, install telephone, set Clerk's salary at \$85.00 per month. Motion seconded by Mr. Walter Patchell and passed. Hours will be 9:30 to 11:30 each morning and additional 3 hours a week will be taken with deposits, picking up supplies for office, and interruptions at home which the Clerk will continue to have until residents are adjusted to the new office location.

TREE TOPPING

Mr. Jerry Cox has submitted the price of \$80.00 to top a locust tree on Haldas Leased property. Mr. Haldas has given consent to have this work done, and the Commissioners decided to have it done because of the dangerous condition of the tree.


TOWN STREETS

The Commissioners decided to get a price from Mr. Ritter on removal of old fence along Post Office parking lot and filling in ditch with gravel.

It was decided to have Mr. Fuddy Come back into Town and re-grade Ogle, Frederick, and Cecil Streets since they weren't done correctly. A Motion was made by Mr. Walter Patchell, and seconded by Mr. Mulveny to pay Fuddy when this work is done, and to pay all other bills.

There being no further business coming before the Board, the Meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

MASON-DIXON SAND AND GRAVEL COMPANY *
OF PENNSYLVANIA, WHITAKER IRON COMPANY,
CLARENCE SHOCKLEY and EDNA R. SHOCKLEY, *
his wife, FRANCIS E. SASSER and MARY C.
SASSER, his wife, ALBERT T. GRAHAM and *
CARLOTTA COLLINS *

IN THE CIRCUIT COURT

FOR CECIL COUNTY

Petitioners

v.

LAW NO. _____

RALPH MURPHY, WALTER G. MURPHY, WALTER *
PATCHELL, HORACE D. GRAHAM and FRANK
MULVANEY, JR., Comprising the President *
and Town Commissioners of the Town of
Charlestown *

Respondents *

ORDER OF APPEAL

Mr. Clerk:

Please docket an Order for Appeal on behalf of the Plaintiffs from the Decision of the President and Town Commissioners of the Town of Charlestown denying a zoning change from R-1 (residential) to I-1 (light industrial) for 185 acres, more or less, situate in the Fifth Election District of Cecil County, Maryland.

William B. Evans
211 North Street
Elkton, Maryland 21921
Tele: 398-0770

I hereby certify, pursuant to Rule 306c, that copy of above Order of Appeal ^{and attached Petition} was mailed this _____ day of August, 1965, to Ralph Murphy, Walter G. Murphy, Walter Patchell, Horace D. Graham and Frank Mulvaney, Jr., Comprising President and Town Commissioners of Town of Charlestown, at Charlestown, Maryland, and copy to John B. Wright, Esq., 12 Church Circle, Annapolis, Maryland, their attorney.

William B. Evans

MASON-DIXON SAND AND GRAVEL COMPANY
OF PENNSYLVANIA, WHITAKER IRON COMPANY,
CLARENCE SHOCKLEY and EDNA R. SHOCKLEY,
his wife, FRANCIS B. SASSER and MARY C.
SASSER, his wife, ALBERT T. GRAHAM and
CARLOTTA COLLINS

IN THE

CIRCUIT COURT

FOR

Petitioners

v.

CECIL COUNTY

RALPH MURPHY, WALTER G. MURPHY, WALTER
PATCHELL, HORACE D. GRAHAM and FRANK
MULVANY, JR., Comprising the President
and Town Commissioners of the Town of
Charlestown

LAW NO. _____

RESPONDENTS

P E T I T I O N

The Petition of Mason-Dixon Sand and Gravel Company of Pennsylvania,
Whitaker Iron Company, Clarence Shockley and Edna R. Shockley, his wife,
Francis B. Sasser and Mary C. Sasser, his wife, Albert T. Graham and Carlotta
Collins, by William B. Evans, their attorney, respectfully represent:

1. That your Petitioners did heretofore make application to the
President and Commissioners of the Town of Charlestown for a change in zoning
of a tract of land consisting of 185 acres, more or less, situate in the Fifth
Election District of Cecil County, outside of the corporate limits of said
Town but within an area of one mile of said Corporate Limits, over which area
said Town claims to exercise zoning power pursuant to Section 21 (j) of
Article 66B of the Annotated Code of Maryland.

2. That Petitioners' application sought a change of zoning of
said area from R-1 (Residential) to I-1 (Light Industrial) in order to mine
the vast resources of sand and gravel contained thereon.

3. That heretofore the Petitioner Mason-Dixon Sand and Gravel
Company had applied to the zoning authorities of Cecil County for a Special
Exception to enable them to mine sand and gravel on said 185 acre tract and
permission was thereafter granted by the Cecil County Board of Zoning Appeals
to them to mine said sand and gravel on said tract which, under the compre-

hensive zoning maps for Cecil County, was zoned F-R (Forest Recreational).

4. That thereafter, pursuant to the zoning permit granted them by the County Authorities, your Petitioner Mason-Dixon entered upon said tract and spent vast sums in clearing same and constructing roads thereon in preparation to the removal of sand and gravel therefrom.

5. That prior to the actual removal of any sand and gravel therefrom Mason-Dixon was advised by the Town of Charlestown that said Town had assumed zoning jurisdiction over the tract in question and to cease excavation operations thereon.

6. That without waiving any of their rights acquired under the Special Exception granted by the County Zoning Authorities, or without acknowledging that the Town of Charlestown did in law and fact have the right to exercise zoning powers over the tract in question, your Petitioners did nonetheless apply to the Commissioners of Charlestown for a change in the zoning classification of said tract.

7. That thereafter the Town Commissioners of Charlestown did, by their Decision of August 10, 1965, refuse to grant the Application of your Petitioners for the requested change in zoning.

8. It is from this Decision that your Petitioners appeal and the reasons therefore are hereinafter set forth:

(a) That the Town of Charlestown has no authority to exercise zoning powers over the area in question and Section 21 (j) of Article 64B of the Annotated Code of Maryland, inasmuch as it purports to give the Town such authority, is unconstitutional under the Constitution of the United States and the State of Maryland.

(b) That at the time of the hearing on this Application for a zoning change the Town of Charlestown had not as yet adopted an Official Zoning Map and, such being the case, the area in question was not subject to any zoning regulation by said Town, but was subject only to the Cecil County

Zoning Regulations and Petitioners were entitled to enter thereon under the Special Exception granted by the County Zoning Authorities and to mine the sand and gravel deposits thereon despite any action the Town might attempt in the future.

(c) That the character of the neighborhood of the area for which this re-zoning is sought is not such that the health, safety, convenience and general welfare of the inhabitants of the area would be adversely affected if the zoning classification were changed from Residential to Light Industrial.

(d) That the original classification of the area in question as being Residential shows clear evidence of mistake on the part of the Town Commissioners of Charlestown and their action in so classifying the area in question as Residential shows a complete disregard of the "peculiar suitability" of this land for particular uses and failure "to encourage the most appropriate use of land". That in this regard their action was illegal, arbitrary and capricious.

(e) That the Zoning Map of Charlestown, as yet not formally adopted, does not classify a single area for Light Industrial Use and only two small areas are classified as Highway Commercial despite the fact that the Zoning Ordinance itself provides for such areas. This is a further indication that there has been no comprehensive plan for Planning and Zoning in the area over which said Town seeks to exercise jurisdiction and, as such, amounts to a gross mistake on the part of said Town Commissioners and further points up the fact that their actions are illegal, arbitrary and capricious.

(f) That the Commissioners of the Town of Charlestown have not complied with all the legal requirements necessary to the final adoption of a Zoning Ordinance.

(g) And for such other reasons as shall be set forth when this cause comes on for trial.

REGULAR MEETING

August 10, 1965

The regular meeting of the Town Commissioners was held on August 10, 1965 in the Town Hall.

The following Commissioners were present: Mr. Frank Mulveny, Mr. Horace Graham, Mr. Walter Patchell and W. G. Murphy.

Mr. Edgar C. Miller was present at the meeting to request Re-Zoning for an individual trailer. Mr. Miller is to Contact the Town Clerk about making application for Re-Zoning.

Attached is a Resolution which denies the petition for re-zoning. This petition was submitted by Mason-Dixon Sand & Gravel Co. The attached Resolution was passed unanimously by the Commissioners, signed by President, Ralph Murphy and the Town Clerk.

TOWN HALL

Mr. Mulveny will check on the storm door for the Post Office.

LEASES

In checking over the leases the question was asked if Mr. Alfred Lynch had a Lease. The Hesler leased property adjoining Thorns goes back to the Town since the lessee is deceased. Mr. John Simpers, Jr. is to receive bill for half and remove the piers. Property of Lester and Mary Wilson will be measured and charges set on Thurs., August 13, at 6:30 P.M.

TOWN CLERK

The Town Clerk has requested assistance in preparing the Tax Bills because of the amount of other Town work that must be done everyday. It was agreed to hire a typist at \$1.50 per hour.

TOWN STREETS

Send Bill to Penna. R. R. and State Roads Commission for half price on Black Top from Route 7 to and including Railroad Tracks. Bills to be \$250.00 each. The County Commissioners are to receive of Bill for half the work on Dump Road in amount of \$680.45.

All Bills are to be paid except 10% of Harold Fuddy's which will be paid at the time the roads are checked by the Commissioners and adjustments made by Fuddy, if needed.

TOWN DWELLING

The well at the Town Dwelling has gone dry again. It was decided to check with Mr. Giordana to see if he will sell water to the Town for this Dwelling.

There being no further business coming before the Board, the meeting was adjourned.

**OFFICE OF CHARLES-
TOWN ORDINANCE**

Ordinance No. 19 has been
enacted on August 9, 1966 pro-
hibiting the discharge of a
firearm or BB gun within the
Town of Charlestown except
in an area more than 200 feet
from a dwelling, firehouse,
town hall, school, church,
marina or commercial building.
Commissioners of Charlestown
By Patricia J. Murphy,
Town Clerk
Aug. 24-1w

ORDINANCE NO. 19

SECTION 1: BE IT ENACTED by the Commissioners of
Charlestown by authority of Sections 44 and 45 of Article 8 of the Code of
Public Local Laws of Maryland, entitled "Cecil County" sub-title "Charles-
town", that the following Section shall constitute an Ordinance prohibiting
the discharge of a firearm or BB gun within the Town of Charlestown except
in an area more than 200' feet from a dwelling, firehouse, town hall, school,
church, marina or commercial building, and to read as follows:

The discharge of a firearm or BB gun within the Town of
Charlestown, except in an area more than 200' feet from a
dwelling, firehouse, town hall, school, church, marina or
commercial building is prohibited. Any person violating the
provisions of this ordinance shall be guilty of a misdemeanor and
upon conviction shall be fined not more than \$100.00 or
sentenced to not more than 90 days confinement or both.

SECTION 2: BE IT FURTHER ENACTED that this Ordinance
shall take effect from the date of its passage.

Approved: August 9, 1966

COMMISSIONERS OF CHARLESTOWN

By Ralph H. Murphy
Ralph H. Murphy
President

ATTEST:

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

Respectfully submitted,

Patricia J. Murphy

Patricia J. Murphy
Town Clerk

TOWN COMMISSIONERS OF CHARLESTOWN

CHARLESTOWN, MARYLAND

July 26, 1965

Louis L. Goldstein, Comptroller
State Comptroller's Office
Annapolis, Maryland

Attention: Joseph S. Hogg, Chief
Admissions Tax Division

Dear Sir:

Re: Court of Appeals No. 201 Sept.
Term 1964, Fair Lanes Inc. Et
Al v Compt. of Treasury & Bd.
of County Comm. of A. A. Co.
(March 3, 1965)

In view of above decision by Court of Appeals, the Town
of Charlestown will pay any refund due, direct to the claimant,
after the amount due has been certified by the Admissions Tax
Division of the Comptroller's Office.

Sincerely,

President of the Commissioners of
Charlestown

SEAL

REZONING HEARING

July 22, 1965

A Rezoning Hearing was held on July 22, 1965 at 7:30 P.M. as advertised in the Cecil Whig Newspaper of Cecil County. This Hearing is held upon application from Mason-Dixon Sand and Gravel Co. of Pennsylvania, et al. The Application is attached to these minutes.

The meeting was called to order by President of Town Commissioners, Ralph Murphy. Mr. William Evans, Attorney for Mason-Dixon was given chance to state his Case. He filed a plat of 185 Acres which they seek to have re-zoned.

Then the Residents of the Charlestown Zoning Area were given chance to state ~~their~~ whether they are for or against this Re-Zoning, as follows:

Mr. Daniel Dougherty of Holloway Beach Area. "I attended the meetings prior to the adoption of the Zoning Code and I feel that the piece of ground where Mason-Dixon has operated on Route 40 has deteriorated! Mr. Evans asked him how far he lives from the Route 40 ~~area~~ and Mr. Dougherty stated 2 or 3 miles. Mr. Dougherty went on to say, "If we Re-Zone for Mason-Dixon, we ~~will~~ be asked to change Zoning for Arundel!"

Mr. John Graham of Holloway Beach. "This operation is driving out the wildlife and if it keeps on, there isn't going to be any wildlife! " Tourists ~~Grade~~ is our main business and it is bad for business!"

Mr. Francis Sasser lives adjoining the Area requested for re-zoning. "I am for re-zoning and feel it will not interfere with enjoyable living!"

Mr. Edgar McMullen, Jr. - Zoning Area 2 miles from where he lives. "Woods are disappearing, and although there has been talk of replanting, I have never seen it!"

Mr. John Wright asked Mr. Evans, if they would need addition area in the future. Mr. Evans stated that this was the only application that they could foresee that would be made.

Mr. Sipe of Mason-Dixon stated that they have been restoring and reclaiming since 1958 and they are Bonded for \$100.00 per acre to insure that this work be done. Also the Town Ordinance states \$100.00 per day penalty if work is not done.

Mr. Ralph Murphy took a vote from the Residents of the Zoning Area. There are 2 in favor and 6 against Re-Zoning in compliance with Mason-Dixon's request.

Mr. Ralph Murphy adjourned the Hearing.

Respectfully submitted,

Patricia J. Murphy, Town Clerk

SPECIAL MEETING

July 22, 1965

A Special Meeting of the Town Commissioners was held following the Zoning ~~Hearing~~, and called to order by President, Ralph Murphy.

The Commissioners decided that the question of Re-Zoning will be ~~Decided~~ at a later date.


It was decided to check with Bell Thermolite on the price of a 3'x8' Anodized Aluminum Door with combination storm and screens plus door closer.

A letter will be written to Mr. Haldas asking for his written permission to allow the Town to top the tree located on his Leased Ground.

Mrs. Elizabeth Owens requested that ~~the~~ Street going up to her house be ~~black~~ topped. A price will be obtained for this work.

Their being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

Addition to Minutes: Resolution on Admissions Tax was passed and signed by all the Commissioners. Resolution attached to these minutes.

R E S O L U T I O N

WHEREAS, Article 81, Section 403 of the Annotated Code of Maryland (1957) Edition and Chapter 729 Acts of 1965 authorizes any county by resolution to levy a tax on the gross receipts of every person, firm or corporation obtained from sources within said county but not within any incorporated city or town thereof, derived from the amounts charged for admission or refreshment, service and merchandise to the same extent and in the same manner as that levied by the State under the provisions of 402; and any incorporated city or town shall be authorized, by ordinance or resolution, to levy a tax on the gross receipts of every person, firm or corporation obtained from sources within said city or town derived from the amounts charged for admission or refreshment, service and merchandise and the use of sporting or recreation facilities or equipment to the same extent and in the same manner as that levied by the State under the provisions of 402; provided, however, that the rate of tax which may be levied by any county or incorporated city or town need not be the same as that imposed by the State and

WHEREAS, the Board of Town Commissioners of Charlestown deems it adviseable to levy an additional tax under said Section 403 of the Annotated Code of Maryland (1957);

NOW, THEREFORE, BE IT RESOLVED by the Town Commissioners of Charlestown, in regular session assembled this 13th day of July 1965, that in accordance with the provisions of SECTION 403 of Article 81 of the Annotated Code of Maryland 1957, as amended, there is hereby levied a tax of four and one-half percent ($4\frac{1}{2}\%$) (which shall be in addition to the tax of one-half of one percent ($\frac{1}{2}\%$) provided for in SECTION 402 of Article 81 of said Code) on the gross receipts of every person firm or corporation obtained from sources within Charlestown, derived from the amounts charged for admission or refreshment, service and merchandise, to the same extent and in the same manner as the tax levied by the State of Maryland under the provisions of SECTION 402, Article 81 of the Annotated Code of Maryland, 1957, as amended; and

BE IT FURTHER RESOLVED, that the Comptroller be and is hereby authorized and directed to collect and pay over said tax as provided by Article 81, SECTION 403 of the Annotated Code of Maryland, 1957

edition; and

BE IT FURTHER RESOLVED, that this resolution and levy shall take effect June 1, 1965; and

BE IT FURTHER RESOLVED, that the Clerk of the Town Commissioners of Charlestown shall file copies of this resolution WITH THE CLERK OF THE COURT OF APPEALS, with the Department of Legislative Reference of the State of Maryland in conformity with the provisions of SECTION 7A of Article 41 of the Code of Public General Laws of Maryland and with the Clerk of the Circuit Court of Cecil County in conformity with the provisions of Article 2 of the Code of Public Laws of Maryland.

PASSED this 13th day of July in the year Nineteen Hundred and Sixty-Five, by the Board of Town Commissioners of Charlestown, at Charlestown, in Cecil County, State of Maryland.

Ralph H. Murphy

President

Walter G. Murphy

Commissioner

Walter A. Patchell

Commissioner

Horace D. Graham

Commissioner

ATTEST:

Commissioner

Patricia J. Murphy

Secretary

TOWN COMMISSIONERS OF CHARLESTOWN
Charlestown, Maryland

Hearing: July 22, 1965

In Re: Petition of Mason-Dixon Sand and Gravel Company for rezoning from Residential R-1 to Light Industrial I-1 of 185 acres of property outside the Town of Charlestown but within one mile thereof of Maryland Route 7 northwest of the municipal limits.

R E S O L U T I O N

WHEREAS the Town Commissioners of Charlestown, a municipal corporation, is of the opinion that from the testimony received at the public hearing concerning this proposed rezoning that the public welfare, and especially the animal wildlife and natural growth of the trees and soil products, would be adversely affected by the rezoning; and

WHEREAS at the public hearing there was no showing either that the original R-1 zoning was in error or that in the meantime there has been a change in the land uses in the area affected; and

WHEREAS the Town Commissioners unanimously determine that the petition for rezoning should be denied.

NOW, THEREFORE, BE IT RESOLVED by the Town Commissioners of Charlestown this 10th day of August, 1965, that the proposed rezoning is denied.

TOWN COMMISSIONERS OF CHARLESTOWN

ATTEST:

By Ralph H. Murphy
Ralph H. Murphy
President of Town Commissioners

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

ORDINANCE NO. 17

SECTION 1: BE IT ENACTED by the Commissioners of Charlestown by authority of Sections 44 and 45 of Article 8 of the Code of Public Local Laws of Maryland, entitled "Cecil County" sub-title "Charlestown", that the following Section shall constitute an Ordinance requiring that all municipal taxes and public charges shall be paid before any property within the Town of Charlestown shall be transferred on the Town assessment books or the deed stamped for recording, and to read as follows:

No property shall be transferred on the Town assessment books and no deed shall be stamped for recording unless and until all municipal real property taxes and other public charges against the property to be conveyed shall have been paid to the Treasurer of the Town of Charlestown.

SECTION 2: BE IT FURTHER ENACTED that this Ordinance shall take effect from the date of its passage.

Approved: July 13, 1965

COMMISSIONERS OF CHARLESTOWN

By Ralph H. Murphy
Ralph H. Murphy
President

ATTEST:

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

July 13, 1965

The regular meeting of the Town Commissioners was held on July 13, 1965 in the Town Hall and called to order by President, Ralph Murphy.

The following Commissioners were present at the meeting: Ralph Murphy, Horace Graham, Frank Mulveny, Walter Patchell and W. G. Murphy.

ADMISSIONS TAX

Mr. Harold Henderson, Clerk to the County Commissioners was present at the meeting with a proposed Resolution for the Commissioners to sign on Admission Tax. Since the Town Attorney is not present at this meeting, the Resolution will be held till a later date.

SEWAGE

Mr. Dudley Willis stated that it will be 1-1/2 years before the Town is ready to ask for Federal Grants. Mr. Graham suggested that Mr. Roger Morton be contacted to give whatever assistance he can be helping the Town get their money. This will be done at the appropriate time.

The Town Clerk will check with Mr. Willis on the survey of property next to the Beachcomber.

Letters were read from Health Dept. stating that they are in the process of going into Court on the Wellwood Club sewage.

ORDINANCE #16

This Ordinance requires that all property owners have their deeds stamped by the Treasurer of Charlestown stating taxes have been paid before the property is transferred. A motion was made by Mr. Mulveny and seconded by Mr. Graham that this Ordinance be passed.

STREET LIGHTING

A letter was received from the Conowingo Power Co. asking the Commissioners to consider putting a 8000 lumen mercury lamp at the corner of Market & Bladen at the cost of \$4.20 per year. This would replace the light now on the corner. A motion was made by Mr. Mulveny and seconded by Mr. Patchell to have this light insalled. Motion passed.

TOWN HALL

A letter was received from Mrs. Betty McMullen requesting a screen door for the back of the Post Office. Mr. Mulveny will check on prices for this door.

SIDEWALKS

It was decided to get a price on sidewalk from Preachers

Cor. to Pauline Barnes and to include straightening out drainage along by Pauline Barnes. Also a price will be obtained on sidewalk from Lynch Gas Station to the Street where Tavern is located.

WEED ORDINANCE


A letter will be sent to the Catholic Church to mow their lot.

Treasurer's Bills

A motion was made by Mr. Mulveny and seconded by Mr. Graham that Mr. Sasser's bill for mowing along Streets be Paid. Motion passed.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

June 11, 1966

The regular meeting of the Town Commissioners was held on June 11, 1966 in the Town Hall and called to order by President, Ralph Murphy, and Frank Mulveny. Town Attorney, John B. Wright and Mr. Dudley Willis, Engineer, were also present at the meeting.

The following Commissioners were present: Ralph Murphy, W. G. Murphy, Richard Kramer, and Walter Patchell.

LEASES

Mr. Albert Gillespie was present at the meeting to request that the Fire Company be Deeded the land which they are now Leasing from the Town. Sunday morning at 10 A.M. the Commissioners will go over this land and make a decision at a later date.

RESOLUTION ON BUSINESS STOCK

A motion was made by W. G. Murphy and seconded by Walter Patchell to pass the following Resolution:

The Commissioners will continue to levy a municipal tax based on the full assessment upon the stock in business of every person, firm and corporation engaged in commercial business even though by Chapter 158 of the 1967 Laws of Maryland the General Assembly provided for the purposes of taxation by the County Commissioners of Cecil County this stock in business would not be taxed by the County.

Motion passed unanimously.

NO LITTERING

An Ordinance was passed against Littering of Public and Private property within the Town. Ordinance signed by President and Secretary.

TOWN STREETS

The Commissioners approved the tearing down of the old Spring House, and filling in spring at the end of Calvert Pl. in Holloway Beach Area.

The light in front of Walter Ahlburn will be checked to see if it is same wattage as other lights in Town (Chesapeake Drive).

A concrete slab which was removed by Monscevitcz will be replaced in front of Mr. King's property on upper end of Tasker Lane, and pipe installed 3 feet x 12 in. in diameter, and send Mr. King the Bill. Mr. King was present at the meeting and agreed to this.

It was decided to get the Fire Company to flush out pipes on Streets.

WEED ORDINANCE

Walter & Dorothy J. Ahlburn will be sent a letter to cut down weeds on their property.

SEWAGE

Mr. William W. Bratton will be notified to contact Mrs. Concetta R. LaMonica regarding the encroachment of the La Monica property upon the land owned by the Susquehanna Broadcasting Co. with regard to the acceptance of the new confirmatory deed from the administrators of the Est. of Elizabeth C. Black or signing of a new quitclaim deed for the portion of the lot which encroaches.

Mr. Dudley Willis advised that it would be a very costly thing to continue trying to get money from F.H.A. for water system. The Commissioners decided to discontinue this upon the advise of the Engineer. Motion made by Mr. Frank Mulveny and seconded by Walter Patchell, Motion passed.

Mr. Frank Mulveny and Mr. Dudley Willis met with the Metropolitan Commission in accordance with the attached letter received from Mr. H. Warren Buckler. Town Attorney, John Wright, will met with the Commission at their request to formulate an agreement.

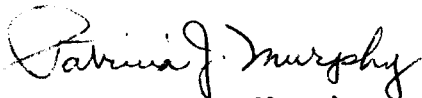
TOWN HALL

Mr. Kramer will try to get a Posture Chair and Coat Racks when they are on sale at Aberdeen.

An invitation was received from the Mayor of Elkton for the Town Commissioners to participate in the July 4th Parade to be held in Elkton. Four Charlestown Commissioners will participate in the Parade.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk

H. WARREN BUCKLER
ATTORNEY AT LAW
1002 BELLEMORE ROAD
BALTIMORE, MARYLAND 21210
PHONE 323-3979

June 5, 1968

Mr. Frank Mulvany
Town Commissioner
Town Office
Charlestown, Maryland 21914

Dear Mr. Mulvany:

As agreed, I have been endeavoring to resolve some of the problems raised in our discussion of the proposed water and sewer systems for Charlestown at the State Health Department on May 7th.

The problem that seemed uppermost to me at the time was the possible effect of the proposed new Maryland Constitution on Maryland municipalities but, as you know, this problem vanished when the Constitution was defeated at the referendum on May 14th. However, two of the major problems remain.

The first, and possibly the most serious, is whether it will be possible for the Town to borrow an amount equal to 75% or 100% of the assessed value of the property in the Town. As I suggested at our meeting, the only way this seems to be possible is to provide a scale of service charges which will not only assure sufficient revenue to operate the systems and pay principal and interest but also provide a cushion or reserve as additional security for the debt. This will unquestionably result in higher charges than would normally be required and such charges may run into popular resistance. I believe the only way to resolve this problem is to ask Mr. Willis to give us some estimate of what revenue might be expected, assuming the use of front foot benefit assessments and service charges. I gathered that Mr. Willis had done some initial work on this problem and that he might be able to provide us with rough estimates from which to proceed.

The second problem relates to the power of the Town to impose and collect assessments and service charges on properties served beyond its corporate limits. Authority for such collec-

June 5, 1968

tion does exist under Maryland law in what is known as the Sanitary Facilities Bond Act. This statute is contained in Article 43 of our Annotated Code, relating to public health and permits municipal corporations to provide service within a radius of ten miles beyond their corporate limits. It also authorizes them to impose and collect assessments and service charges. The only difficulty with this statute is that it requires that bonds issued under it be sold at public sale and its authority is limited to the construction of sewer systems and does not include water systems. You will remember that I suggested that the proposed bonds might be more attractive to buyers if they covered both the water and the sewer systems, secured by combined revenues, and if they could be privately marketed.

Apart from the Sanitary Facilities Bond Act, there is authority in Article 43 providing for the establishment of independent Water and Sewer Authorities which may finance such systems by the issuance of bonds secured solely by revenues. This statute has not been much used in Maryland and it may be questionable whether it can be used at all in Cecil County in view of the existence of the Metropolitan Commission which is, in effect, granted a sort of priority in financing sanitary facilities. However, the Commission's borrowing power is extremely limited and it is my opinion that an Authority could be validly established in the Charlestown area if the prior approval of the Commission and the County Commissioners were obtained.

In my opinion, the Town may not, by amendment of its own Charter, provide for the collection and enforcement of assessments and service charges beyond its corporate limits and I gathered from you that the Town is reluctant to go through the process of annexing the adjacent territory outside the corporate limits which it proposes to serve.

This leaves us with the alternative of an arrangement with the Metropolitan Commission. I believe we could legally justify an agreement between the Commission and the Town pursuant to which the Town would construct the required facilities beyond its corporate limits and the Commission would create a Sanitary District in the area. The Commission might then agree to rent the facilities from the Town and collect the appropriate assessments and service charges from the properties served in

Mr. Frank Mulvany

-3-


June 5, 1968

the Sanitary District. The rental would, of course, be fixed at a figure sufficient to reimburse the Town for a proportionate share of the cost of operating the systems and a proportionate share of the principal and interest which the Town would have to pay on its bonds. This general idea was suggested at our meeting but was not very fully explored. I have not suggested it to counsel for the Commission and I do not know whether he would agree with my views.

In any event, I am preparing, and will shortly send to Mr. Wright, proposed amendments to the Town Charter which I believe will be required irrespective of how the financing is undertaken. If these amendments are acceptable to Mr. Wright, I would recommend that they be adopted by the Town Commissioners as a first step in the process. It takes about fifty days for such amendments to become final after passage by the Commissioners and, during this period, it should be possible to explore the other questions raised in this letter.

I will be out of the running for about ten days for an eye operation but, with this exception, I will be available.

Very sincerely yours,



H. Warren Buckler

HWB:eb

REGULAR MEETING

May 14, 1968

The regular meeting of the Town Commissioners was held on May 14, 1968, in the Town Hall, and called to order by Acting President, W. G. Murphy.

The following Commissioners were present: Walter Patchell, Frank Mulveny, Richard Kramer, and W. G. Murphy. Mr. Dudley Willis was also present at the meeting.

The minutes of the previous meeting were read and approved.

TOWN LAND

Mrs. Fred Sexton was present at the meeting and made a request to buy a strip of land adjoining her property on Black Ave. The Commissioners said they would discuss it and let her know later.

TOWN STREETS

A motion was made by Mr. Richard Kramer to award the first part of the road contract to United Paving Co. in the amount of \$2,895.00. Motion seconded by Mr. Mulveny and passed.

TOWN POLICE OFFICER

Mr. Culley submitted his time sheets and Trial and Arrest Forms.

SEWAGE & WATER

The Town Clerk is to get a Book of Rules from the Metropolitan Commission to see what must be done to ask the Metropolitan Comm. to instruct the outlining areas to hook up with the Town System. Maps of the area will accompany the papers which John Wright will prepare. Also ask John about a Resolution with the power to raise taxes. Also have John Wright contact Buckler, and Butchyard and Sherrard to see if we can have a meeting to straighten out all these matters.

TOWN ATTORNEY

A motion was made by Mr. Walter Patchell and seconded by Mr. Kramer to raise Mr. John Wright's salary to \$1200.00 per year. Motion passed.

TOWN LAND

The Commissioners discussed whether or not they would sell to Mrs. Sexton. A motion was made by Mr. Frank Mulveny and seconded by Mr. Kramer not to sell the land. Motion passed.

MARYLAND MUNICIPAL LEAGUE CONFERENCE

The Maryland Municipal League Conference will be held in Ocean City from June 23-25. The Town Clerk and Town Treasurer will attend. The Town Clerk stated that she would like the names of others going so the Registration fees could be sent in.

TOWN HALL

It was decided to get Plan II Service Policy from Jackson-Balling on Oil Burner in Town Hall.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, reading "Patricia J. Murphy". The signature is written in dark ink and is positioned above the printed name and title.

Patricia J. Murphy
Town Clerk

May 7, 1968

TO: CHARLESTOWN, MD., TOWN COMMITTEE

FROM: F. MULVENY & WALTER PATCHELL

SUBJECT: FINANCING SEWERS FOR TOWN

Attending: W. McLean Bingley - State Dept. of Health
Charles E. Gross - State Dept. of Health
Dudley L. Willis - Town Engineer (Richardson Assoc.)
H. Warren Buckler - Atty. - Town Consultant

All of the above met at the State Department of Health Building, 2305 Charles Street, Baltimore, at 10 A.M. State men knew Mr. Buckler and have high opinion of him. We also found him very competent.

We found that the State had three copies of Engineer's revised plans which they have not reviewed, but had misplaced the specification and data manuals.

They advised Willis to forward his plans and specifications to the Federal Government at Charlottesville, Va., at once for review because they will not make any further decisions in the State Health Department. Willis has called a lot of the main sewer lines interceptor sewers, hoping that the Government will grant us more money. A lengthy discussion of this subject was held, and everyone agreed that he was right in putting all the interceptor sewers in, but the Government may eliminate some.

We were told to apply for the Federal money at once and Willis said he had the forms almost ready to go and should have them ready for us to sign 5/14/68. There seems to be no question that we will get a State grant of \$250,000 on or shortly after July 1 if all our papers are in order and back from Federal offices. Processing of papers, bonds, bidding and awarding for construction should take 60 to 90 days thereafter.

Willis explained that the town wanted to have water installed at approximately the same time sewers were installed and said

2.
May 7, 1968

that his plans would be ready to go out for bid with the sewer plans. They agreed that there did not seem to be any money available from the Federal Government and that the only agency is the FHA which does not classify our area as rural.

It was agreed that we would apply for Federal money and bonding for entire project, that includes Charlestown Manor and Holloway Beach areas outside of town, subject to limitations described below. What limits water would include were not discussed, but presumably would be the same area.

Mr. Buckler stated that under the present constitution, non-residents cannot vote on any referendum, but under the new constitution, effective July 1, they can. Also after July 1, we cannot annex any land without the consent of the County Commissioner, and we must change our charter on taxation before July 1.

Buckler advised that it may be very difficult to sell bonds, especially by bidding. Because the town never borrowed before, we have no credit rating. Our assessed value of town is approximately \$1,000,000, and we are trying to borrow \$1,000,000. Normal rate of borrowing is maximum of 25% of assessable base. 75% to 100% of base will never sell. It was explained that this assessable base did not include Charlestown Manor or Holloway Beach and that the town leased land for marinas, stores, etc., which would raise base considerably. But any firm that arranges for the bonds will really dig into this subject.

Buckler said that the service charge and front foot assessment for sewers and water should be equal to 150% of cost of project. The rates should be such that they are in excess of the total debt by 10% to 15%. Willis will recheck this item.

Rates should be nondiscriminatory, be enforceable, especially for people living outside town limits.

Some discussion was held on marina rates. We should be able to get the money, but whether we can enforce the use of tie-ins by boats to sewers is questionable. All agreed we should try because of the problems the boats make.

Buckler said we have no alternative but to get a financial advisor at once but not sign a contract until after John Wright and he look it over. We should have as many meetings as necessary to get everything done by July 1.

He said that financial advisor probably would not go out for bids but would have the bonds ready to sell to someone before he makes his offer. It might be possible to get a bank to take the loan.

3.
May 7, 1968

If we have the bonds bid, we may not get any offers, and if we do, they possibly could be higher. A very tangled situation and one where we will have to use Buckler's firm's advice.

He advised that our charter must be changed so that commissioners can raise tax rates if project gets into trouble. We would not be able to sell bonds unless we do. Raising the rates because of project trouble should be remote, but the possibility exists. (If we had a taxpayers' suit with present charter, they could stop us temporarily from raising taxes. He implied that no referendum was required.) He will write up a resolution for us to pass.

Summary:

- A. Town should change charter about taxation at once.
- B. Get financial advisor - Check John Wright.
- C. Get permission from County and Metropolitan Commission to direct people in Charlestown Manor or Holloway Beach to attach to sewers.
- D. Sign State and Federal applications for money at once.
- E. Check bank rates for loan of \$1,000,000.
- F. Find source for water, either Northeast or wells.

Below are approximate figures for project.

834,000	Total Cost of Sewer
Minus 250,000	State Grants
<u>584,000</u>	
Minus 240,000	Federal Grants
<u>344,000</u>	
Plus 500,000	Total Cost of Water
<u>844,000</u>	
156,000	Extra
<u>1,000,000</u>	Total Bonding

RE-SCHEDULED REGULAR MEETING

April 23, 1968

The regular meeting scheduled for April 9, 1968 could not be held because of rioting in the area, and a Civil Defense Meeting the same night which one Commissioner had to attend. Therefore, the meeting was re-scheduled for April 23, 1968, and held in the Town Hall. President, Ralph Murphy called the meeting to order.

The following Commissioners were present: Ralph Murphy, W. G. Murphy, Frank Mulveny, Walter Patchell and Richard Kramer. Mr. John Wright, Town Attorney and Mr. Dudley Willis, Engineer, were also present at the meeting.

Prior to meeting at the Town Hall, the Commissioners met with Mr. A. R. Giordana at the Wellwood Yacht Marina to see what Mr. Giordana had in mind on constructing a new bulkhead, and to try to satisfy him about his request to use Town land while he is constructing this bulkhead. Mr. Mulveny made the following motion:

The Commissioners agree to grant Mr. Giordana of the Wellwood Yacht Marina, Inc. an easement for the next 18 months to use the 73 ft. lot immediately southwest of his Marine property for access to and from his off-shore leased area for trucks and vehicles, but without any rights to store or display boats on this property, and with a right for him to build and use a causeway not exceeding 12 ft. in width immediately southwest of the common lot line, provided that he, at his expense, will install a 24 in. diameter pipe underground in the existing ditch area a distance of approx. 200 ft. to the shore line and then an additional distance of approx. 150 ft. to exit under water north of his existing southernmost pier. The Commissioners would expect him to cover the pipe and ditch to the level of surrounding ground, and grant to the Town Commissioners all ownership of said pipe and the right to continue its use in the location where installed.

Motion seconded by Mr. Kramer and passed.

SEWAGE & WATER

Mr. John Wright has recommended Mr. Warren Buckler as a Bond Counselor. It was decided to have Mr. Buckler and two Commissioners along with the Engineer to meet with the Health Dept. in Baltimore on May 7th to see if Charlestown can obtain money at 4% interest from the State.

Mr. Dudley Willis discussed his Bill to the Town of Charlestown which we will be receiving in a few days. Discussion and breakdown are as follows:

BUILDING PERMITS

A building permit was issued to Mr. John W. Lewis for a garage. Application was received from Mr. Harry Heisler for building an addition to his workshop on his Leased land. The Commissioners checked this and motion was made by Mr. Patchell and seconded by Mr. Kramer to issue permit. Motion passed.

STREET WORK

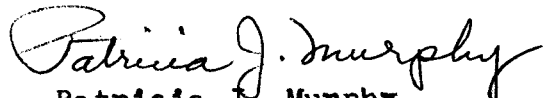
It was decided to send out letters to Contractors for regular patching of hard surface streets, grade and gravel of dirt streets, and all items which the Commissioners found needed to be done the last time they were over the streets. Also a separate Bid on Frederick St. from Cecil to Bladen, grade and gravel where needed, cut off hump by Cantler's & Gilliam's and widen some. Also state in these first letters that work must be done by July 1, 1968 or a \$25.00 per day penalty will be charged.

RACE TRACK REVENUE

The attached item is hereby made part of these minutes so that the Town of Charlestown can receive their share of Revenue from tax on horse racing.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully Submitted,


Patricia J. Murphy
Town Clerk

At the Council Meeting of April 23, 1968, all items of billing were discussed and these were essentially as follows:

1. Design (3/4 of total)	\$25,168.77
2. Surveys for aerial control	3,186.35
3. Annexation	292.18
4. Redesign of Treatment Facilities	1,565.28
5. New site acquisition survey	1,687.05
6. Soil Test	<u>400.00</u>
Total	\$32,300.00

When we first discussed surveys of the entire Town area rather than sewer route surveys only, I told the Town that such surveys would be worth a substantial amount as an aid in design and also for future planning. At the Council Meeting of 4/23/68, I told them that our design cost had been favorable and that a credit of \$2,000 would be applied to items for which they would get 100% of the credit. This was discussed with Council and Mr. Wright, and it was agreed that adjustments would be made approximately as follows:

1. Take \$800 from Item 5.
2. Redesign due to change of plant relocation is not eligible for any kind of grant so that this item is reduced by \$1,000.
3. Annexation is not eligible for any type of grant and the total effort on the Town's part was unsuccessful. This item is reduced by \$200. (Total of three items is equal \$2,000).

Adjusted total for which we will make billing is \$30,300.

Note that some of my totals are rough and fast so that labor costs are not actually accurately totaled. These totals may be slightly different on billing.

It is hereby agreed that the Town Secretary is to send the following letter to the Treasurer of Cecil County, and as specified by law, this letter be made a matter of Record in these minutes.

In compliance with Section 5 (4) of Chapter 502, of the Acts of the General Assembly of Maryland, 1947, providing for the participation in the revenue received from the tax on horse racing in the State by the incorporated Towns of the State, I hereby certify that the present population of the Town of Charlestown is seven hundred eleven (711). I further certify that the President and Commissioners of the Town of Charlestown will use the funds distributed to them under this provision of the law for construction or maintenance of streets, or sewerage facilities or water systems, or garbage collections and disposal with the Town; and that the President and Commissioners of the Town of Charlestown will raise by taxation, and apply for the same purpose as is the distributed funds, an amount equal to said funds so distributed to them under this provision of the law.

Should the County Commissioners so desire, the President and Commissioners of Charlestown agree to permit an inspection of the records of the Town of Charlestown, by an auditor of Cecil County, in order to establish compliance with the above Legislative enactment.

REGULAR MEETING

March 12, 1968

The regular meeting of the Town Commissioners was held on March 12, 1968 in the Town Hall and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, W. G. Murphy, Frank Mulveny, Richard Kramer and Walter Patchell.

CHARLESTOWN ELEMENTARY SCHOOL

Mrs. Tabb, President of the Charlestown P. T. A. was present at the meeting and asked if the Commissioners could help any with getting Patrol Men or Women for the School Crossings. She said that Miss Wood, Principal of the School, stated at the P.T.A. Meeting that she is apposed to having sixth grade students patrolling. The Commissioners agreed to talk with the Board of Education or whomever has charge of this matter.

COMPREHENSIVE PLAN FOR COUNTY WATER & SEWAGE

Mr. Larry Dodge, who is assisting the County in preparing these Plans, was present at the meeting and explained how this is to be done. Dealline for completion being Jan. 1, 1970 in compliance with the Law. The Towns within the County will not get any further aid after this date, unless this is completed. Mr. Dodge requested that we have Mr. Dudley Willis give the County Commissioners a copy of our Sewage and Water Plans so they can be incorporated into the final report.

There is a meeting on March 26th in the County Commissioners Office, at which time the County Engineers will outline what they have done so far. The Town Commissioners are invited to attend this meeting.

TOWN WHARF

This wharf must be improved in order to continue renting slips. \$631.25 was spent on the wharf a few years ago, and the rentals received totals to \$580.00. The Commissioners will look at the wharf and prepare plans for hiring the work done. *FRED MILLER GAVE PRICE OF \$434.00 FOR FURNISHING & DRIVING 14 PILES - THIS WAS APPROVED TO DO. (J) 2*

TOWN HALL

The main door on the Post Office is in very bad shape. Since the airconditioner will be installed, and no storm door is needed, Mr. Ross Jackson will be asked to look at door, and give a price on new metal door, framing and installation.

TOWN COMMISSIONERS OF CHARLESTOWN

CHARLESTOWN, MARYLAND 21914

-2-

ZONING

Even though at the last Regular Meeting of the Town Commissioners it was agreed to hire a Professional Planner, this was not done because the Town Attorney called Mrs. Murphy and stated that the Law provides the only way for a Town under population of 10,000 can Zone is with County approval, therefore the following Resolution is hereby passed by the Commissioners of Charlestown.

RESOLUTION

In accordance with Section 10, Article 66B of the Annotated Code of Maryland (1967 replacement Volume) the Town Commissioners of Charlestown do hereby pass a Resolution directing participation of the Town of Charlestown in a County-Wide program of Planning and Zoning, and a letter will be sent to the County Commissioners of Cecil County requesting approval of this action.

A motion was made by Mr. Mulveny, Seconded by Mr. Kramer and Resolution passed unanimously.

MARYLAND MUNICIPAL LEAGUE (CECIL COUNTY)

A letter will be sent to Mr. Kenneth Wilcox, President of the Town Commissioners of Elkton, stating that ~~the~~ Charlestown Commissioner can be present at their meeting on March 25th, and ask him to let us know of the time and location.

An additional Bill for dues from received from the Maryland Municipal League based on the Assessment of Real Estate. A motion was made by Mr. Kramer and seconded by Mr. Patchell that this Bill be paid. Motion passed.

TOWN STREETS

It was decided to find out from the Boy Scouts if they would like to clean up the litter along the Streets. Mr. Hurchel Armour said he will run his truck along with them so they can throw the litter on the truck.

It was also decided to look over the Streets just as soon as possible to see what must be done for the Spring Street improvement program.

When Zane does come in Town, the Town Clerk is to

have him check with the Commissioners as to how they want the dirt leveled off down behind the Fire House.

The Commissioners will look at Ted Murphy's driveway (proposed) along Baltimore St.

Mr. Banner Segraved is to receive a notice to cut his hedge down to 3 feet or remove it, since it is located on the Street right-a-way.

LEASED GROUND

Mr. John Wright will be asked to come early before the next meeting, and he and the Commissioners go over with Mr. Giordana as to what he proposes in putting in a Bulkhead, so that all agreements can be in writing.

The Commissioners talked with Mr. Giordana on Sunday and he is in agreement with a double rate, but no higher.


Since long Term Leases could not be changed without the approval of the leasees, the Resolution adopted June 21, 1967, is hereby amended to read as follows:

This Resolution is hereby passed for all leased property used for any commercial purpose, or for camping or any business which induces income for the leasee, the lease rate effective this date shall be 2 times the rate now being charged. The higher lease rate shall be effective for the full year if the type of use changes during a year. On all one year Leases, 60 days notice will be given to terminate the existing Leases, and new Leases will be issued stating the new rate. On long Term Leases, the Lessees will be billed on the double rate, since the Lessees have agreed to accept this increase.

All the Commissioners were in favor of this Resolution and it was passed on this date, March 12, 1968.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

SPECIAL MEETING

February 19, 1968

A special meeting of the Town Commissioners was held in the Town Hall on February 19, 1968 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Walter G. Murphy and Frank Mulveny, Jr.

Also present at the meeting were County Commissioners Mr. Racine, Mr. Biggs, and Mr. Merrey.


PENNA. RAILROAD CROSSING

A discussion was held on the Pros and Cons of closing the Crossing. The County Commissioners agreed that this is not the wise thing to do without adequate access into the Town.

The County Commissioners requested a letter be sent to them by the Town Commissioners asking for their support and the support of the House of Delegates on a new bridge or underpass for Charlestown to replace the old Heisler Bridge. They also suggested that the Town Commissioners ask the Penna. Railroad for an underpass Walkway at some suitable location for persons to walk under tracks at Charlestown, and to ask them what percentage they are willing to pay on the construction of a new bridge.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk

Mr. Joseph Moore of the Cecil County Health Dept. will be doing a survey in Town in preparation for a Building Code to go into affect in a few months which will cover all Towns that have no Building Code. Mr. Moore stated that Chesapeake City has a Building Code, but the County enforces it.

The Town Attorney suggested that Mrs. Murphy call the Town Clerk of Chesapeake City to find out who gets the permit fees on this code - The Town or County. If the Town retains these fees, Charlestown may lose revenue by not having their own Code.

TOWN STREETS

The pipe which was promised to Mrs. Peggy Cronin Alden will be installed as soon as the weather permits.

TOWN POLICE OFFICER

Mr. Walter Culley, Town Police Officer, was present at the meeting, and submitted his Trial and Arrest forms and his time spent on the job. The Commissioners would like to have these items submitted at every meeting. Mr. Culley was asked to try again to get the old car removed from behind the Town Hall.

ZONING

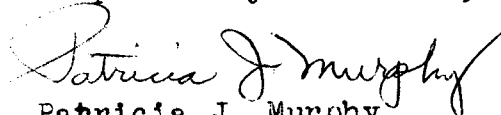
It was decided to get Marcou to do the job of revising the Ordinance and Map.

PARK BENCHES

It was decided to pay Fred J. Orr \$15.00 for delivering benches from Wilmington to Charlestown.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

SPECIAL MEETING

January 15, 1968

A special meeting of the Town Commissioners was held on January 15, 1968 in the Town Hall and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Walter G. Murphy, Walter Patchell, Frank Mulveny, and Richard Kramer.

Mr. J. W. Diffenderfer, an Official from the Penna. Railroad Co., was present at the meeting to request closing the crossing in Charlestown. No decision was made. The Town Commissioners will meet with the County Commissioners whenever a meeting time can be set to suit both Boards.

SEWAGE & WATER

Attached to these minutes is Resolution passed by the Commissioners to authorize Mr. Frank Mulveny to sign all papers necessary in planning and construction of these facilities.

PLANNING & ZONING

It was decided to contact the Maryland Municipal League on rewriting the Zoning Ordinance and preparing a new map.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

TOWN COMMISSIONERS OF CHARLESTOWN

CHARLESTOWN, MARYLAND 21914

RESOLUTION

Now, therefore, be it resolved by the Commissioners of Charlestown, Maryland, the governing body of the said Town that Frank Mulveny, Jr., one of the Commissioners of Charlestown, is hereby authorized to act for the Town in design and construction of Sewage and Water Facilities.

The said, Frank Mulveny, Jr. is hereby authorized to apply and receive Federal and State grants and sign all necessary forms for these grants.

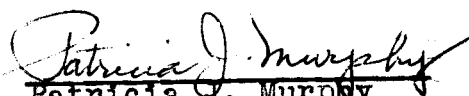
Provided however, that all negotiations made by the said Frank Mulveny, Jr. be in keeping with the Regularly recorded Minutes of the Town Commissioners of Charlestown.

CERTIFICATE

I, Patricia J. Murphy, hereby cerify that:

I am the duly appointed, qualified and acting Secretary of the Commissioners of Charlestown and that the above copy of a Resolution was adopted at a duly authorized meeting of the governing body of the Town of Charlestown held on January 15, 1968.

In Witness Whereof, I have hereunto set my hand and the seal of the said Town this 15th day of January, 1968.


Patricia J. Murphy
Secretary

REGULAR MEETING

January 9, 1968

Attached to these minutes is the Oath taken by the Commissioners elected January 8, 1968.

The regular meeting of the Town Commissioners was held on January 9th in the Town Hall. The Following Commissioners were present: Ralph Murphy, Frank Mulveny, W. G. Murphy, Walter Patchell and Richard R. Kramer.

Ralph Murphy requested that Mr. W. G. Murphy, who had the highest vote in the election, take the job of President. After trying to get another Commissioner to take the Treasurer's job without success, Walter Murphy asked that Mr. Ralph Murphy continue as President. Mr. Ralph Murphy accepted for one year with the understanding that Walter Murphy would take over for 1969. Mr. Walter G. Murphy was appointed Treasurer, and Mr. Mulveny made a motion to confirm the motion of December 16, 1967 meeting, and appoint Mrs. Patricia Murphy as Secretary for the year, Motion seconded by Mr. Walter Patchell and passed.

The minutes of two previous meetings were read and approved.

LONG TERM LEASES

A letter on long term leases from John Wright was read, All properties can be raised except one piece being leased by C. W. Thorn. It was decided to talk with Mr. Thorn, and to pass Resolution to raise these leases at the next meeting.

SITE FOR LAGOON

A letter was read from Mr. William Wilson Bratton stating that a title search should be made of the LaMonica Property adjoining the property which the Town is purchasing for the lagoon. A motion was made by Mr. Mulveny, and seconded by Mr. Kramer to notify Mr. Bratton to do this Search. Motion passed.

ZONING

It was decided to get a price from Marcou, O'Leary & Assoc. to revise the Town Zoning Ordinance and Map.

TOWN HALL

It was decided to get a price from Jackson-Balling Oil Co. on putting in a thermostat in the Town Hall meeting room.

TOWN POLICE OFFICER

Mr. Walter J. Culley, Town Police Officer, will be asked to attend the next meeting.

RAILROAD CROSSING

An Official from the Penna. Railroad would like to meet with the Town Commissioners about closing the crossing. If a meeting can be arranged for Monday, January 15th, all Commissioners would be able to attend.

TOWN STREETS

Mr. Roland Sharretts will be contacted to find out if the State ever does snow removal for a Town, and if the State could widen Bladen St.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia J. Murphy". The signature is written in dark ink and is positioned above the printed name.

Patricia J. Murphy
Town Clerk

January 9, 1968

The following Commissioners:

FRANK MULVENY, JR.

WALTER C. MURPHY

RICHARD R. KRAMER

ELECTED at TOWN ELECTION, JANUARY 8, 1968, do hereby take oath THAT
THEY WILL diligently and faithfully, to the best of THEIR judgement
and ability, discharge the duties of their office without favor,
partiality or prejudice.

SIGNED: Frank Mulveny Jr

SIGNED: Walter C. Murphy

SIGNED: Richard R. Kramer

Subscribed and Sworn to before me This 9th Day of January, 1968.

Patricia J. Murphy
Notary Public

My Commission Expires 7/1/69

SPECIAL MEETING

December 16, 1967

A special meeting of the Town Commissioners was held in the Town Hall on December 16, 1967 and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Horace Graham, W. Patchell, Frank Mulveny, and W. G. Murphy. Town Engineer, Mr. Dudley Willis, was also present at this meeting.

Mr. Patricia Murphy's letter of Resignation was read, and discussion held. Mr. Walter Patchell made a motion that Mrs. Murphy be rehired under the condition of the final paragraph of her letter, motion seconded by Mr. Frank Mulveny and passed. NOTE: This will be confirmed when appointments are made following election.

SNOW REMOVAL

Mr. Butch Howery was to be present but called Mr. Patchell to say that he would be unable to attend the meeting. His check is to be held until he meets with the Commissioners.


TOWN ATTORNEY

The Commissioners discussed possibility of hiring a new Attorney and decided to discuss this matter more at the next meeting after new Commissioners take office.

Mr. John Wright, Town Attorney, was unable to attend this meeting, so meeting to discuss sewage and water problems will be rescheduled.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

December 12, 1967

The regular meeting of the Town Commissioners was held on December 12, 1967 and called to order by Acting President, W. G. Murphy.

The following Commissioners were present: W. G. Murphy, Frank Mulveny, Horace Graham, and Walter Patchell.

The minutes of the previous meeting were read and approved.

LEASED GROUND

It was decided to have Mr. Donald Cole present at the next meeting to go over the long term leases to see when and if the rental can be raised.

TOWN STREETS

Mr. Eane Monsewitz requested a check for \$300.00. Motion made by Mr. Mulveny and seconded by Mr. Patchell to pay Monsewitz this amount. Motion passed.

It was decided to cut ditch on Cecil Parkway all way up to Ogle St. and put in 3 leads of gravel. This will be extra work over and above what was in the contract letter.

In the future, the Commissioners feel that the Contractor should provide all pipe, and job should be paid for 30 days after completion.

It was decided to pay United Paving Co. and Benjamins.

PARK SITES

A couple men from Richardson Assoc. went over the park sites with Frank Mulveny and Walter Murphy last Saturday. They stated that the government pays for planning and matching fund for construction. For instance, if the project cost \$3,000.00, The Government would pay \$1,500.00 and the Town would pay \$1,500.00

TOWN SECRETARY

Mrs. Patricia J. Murphy submitted her letter of resignation which is attached to these minutes. It was decided to have a special meeting to go over this matter when Ralph Murphy is present.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

TOWN COMMISSIONERS OF CHARLESTOWN

CHARLESTOWN, MARYLAND 21914

December 12, 1967

Town Commissioners of Charlestown
Charlestown, Maryland

Gentlemen:

I hereby submit my resignation as Secretary to the Town Commissioners of Charlestown effective January 9, 1968.

Perhaps you would like to know my reasons for doing so. Everytime I have requested an increase in salary, the amount requested has been cut down. Then, for the year 1967, I had carefully worked out a plan (looking to the future of the Town) whereby another office girl would learn the work, and in my absence could continue to keep everything in good shape, and if another Secretary was appointed, he or she would have good assistance in learning the work. This was not accepted on this basis - rather, I had to make it very emphatic to the office girl that she was only temporary until files were caught up. Therefore, she is going on to a permanent job next month.

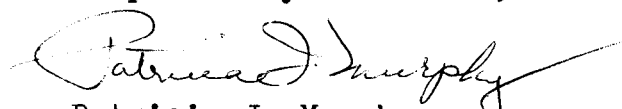
I have kept exact account of all my time and my assistance time in the office and doing time work at home, and neither this year or any prior years have the Commissioners ever been billed for time and a half or double time.

In the fifteen years of doing this work, I was commended on my work by only one Commissioner, Mr. Stelle, but each and every year, regardless who was Town Certified Public Accountant, the Accountant never failed to commend me on the excellent condition of our financial books. I am indeed proud of this and hope that condition will continue for the betterment of the Town of Charlestown.

With the Secretarial work, all the Ordinances and Resolutions that state what the duties must be of the Town Clerk and all the Treasurer's work which is done in this office, plus the many calls by phone to my home and these who feel free to use my home for an office, I will reconsider taking this multiple job, only at 30 hours a week - \$2.00 per hour, making a yearly Salary of \$3,120.00.

At the present time on a yearly basis the Clerk and office help are costing \$2, 985.00.

Respectfully submitted,


Patricia J. Murphy
Secretary

ORDINANCE 20

SECTION 1: BE IT ENACTED by the Commissioners of Charlestown by authority of Sections 44 and 45 of Article 8 of the Code of Public Local Laws of Maryland, entitled "Cecil County" sub-title "Charlestown, that the following Section shall constitute an Ordinance prohibiting the use of barbed wire in a fence within the Town of Charlestown, and to read as follows:

The use of barbed wire in a fence within the Town of Charlestown is prohibited. Any person violating the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction shall be fined not more than \$100.00 or sentenced to not more than 90 days confinement or both.

SECTION 2: BE IT FURTHER ENACTED that this Ordinance shall take effect from the date of its passage.

Approved: November 14, 1967

COMMISSIONERS OF CHARLESTOWN

By Ralph H. Murphy
Ralph H. Murphy
President

ATTEST:

Patricia J. Murphy
Patricia J. Murphy
Town Clerk

REGULAR MEETING

November 14, 1967

The regular meeting of the Town Commissioners was held on November 14, 1967 in the Town Hall and called to order by President, Ralph Murphy. The following Commissioners were present: Ralph Murphy, Horace Graham, W. G. Murphy and Walter Patchell. Mr. John B. Wright, Town Attorney, was also present at the meeting.

The minutes of the previous meeting were read and approved.

Town Residents were present at the meeting to protest stopped up pipes on Ogle Street. The Commissioners will look at this on Sunday A.M.

Mr. Albert Gillespie was present at the meeting to discuss the Charlestown Fire Co. request to purchase the land where the Fire House is located. A written request will be submitted to the Town Commissioners in the very near future in order that the Fire Company can purchase the land if the Town Commissioners agree to same. NOTE: In accordance with Resolution #1 of the Town of Charlestown, this conveyance must be given 20 days public notice prior to conveyance.

ORDINANCE TO PROHIBIT BARB-WIRE FENCING

An Ordinance prepared by John B. Wright, Attorney, was read by the Commissioners and approved. This Ordinance will be published in the Newspaper for 2 weeks. This Ordinance provides that even those persons having barb-wire fencing up for years within the Town Limits, must upon notice remove same.

TREASURER'S BILLS

Hurchel Armour submitted his Bill on Caroline St. The Town Clerk will check first to see if Hurchel billed Davis Concrete separate - if so, Hurchel's bill will be paid. Elkton Supply bills were approved for payment, Benjamin's Bill, was approved. Also old bill for oiling Calvert St. was approved for payment to United Paving, and bill from John Wright for two months, \$100.00.

SNOW REMOVAL

Only one bid was received on snow removal - Mr. Edmund Howery. This bid was accepted by the Commissioners.

BUILDING PERMIT

Application for building permit for construction of a fence made by Mr. James Hollingsworth was approved provided that A LETTER is also sent to him stating that he cannot put barb-wire on this fencing.

SEWAGE PROJECT

Mr. Dudley Willis has not sent in Planning forms to Dept. in Philadelphia which were due on Nov. 3rd, 1967, and he stated that he will deliver to the State Health Dept. on Thursday for complete approval and then on to HUD. This is very discouraging since Mr. Willis stated following the last Town Meeting that everything was ready to go and that the Dead-Line would be met.

Mr. Willis would like to go over all the details of the sewage project with one of the Commissioners within the next two weeks.

POLICE PROTECTION

The Town of Charlestown received \$172.75 from the County Commissioners on the 1st Quarter of Police Protection.

PROPOSED RAISE IN RENTAL ON GROUND RENTS

This matter was discussed again with John Wright. He said their Leases can be cancelled if they do not accept this increase, but in re-reading the long term leases; the Commissioners feel this can not be so. It was suggested having Mr. Donald Cole go over two of these Leases and getting his opinion.

TOWN HALL

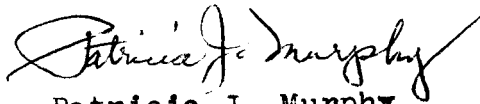
A letter was received from the Post Office about the ice laying in front of the Post Office steps, and they want it corrected before bad weather. This will be taken care of along with the other odd and ends of Streets work.

REGISTRATION AND ELECTION

Town Registration will be held on December 11, 1967, 12 Noon to 8 P.M.; and Election to be held on January 8, 1968, 6 to 8 P.M. All applications for those running for Town Commissioner must be submitted by December 29, 1967, 12 Midnight. Posters with this information on them will be posted in Stores, Post Office, and on side of Town Hall Building within the next few days.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

October 10, 1967

The regular meeting of the Town Commissioners was held on October 10, 1967 and called to order by President, Ralph Murphy

The following Commissioners were present: Ralph Murphy, Frank Mulveny, and Walter Patchell.

CEMETERY

Mrs. McMullen asked for a check for \$50.00 to finish mowing, etc. for this fall. A motion was made by Mr. Walter Patchell and seconded by Mr. Frank Mulveny to give her this check. Motion passed. She also asked if she could sell off part of a 3 foot aisle to the adjoining lot owners. The Commissioners decided to get a drawing on this, and give their decision at the next meeting.

BUILDING PERMIT

Mr. James Hollingsworth made application to construct a fence with Barb-Wire at the top of the fence. Mr. Hollingsworth's lines must be checked, and the Town Clerk stated that John Wright said he could draft an Ordinance against barb wire fencing so perhaps this Ordinance can apply also to this permit. NOTE: Mr. John Wright stated that he will draft the Ordinance and it will apply to any barb-wire fencing even though it was constructed years ago. There will be no non-conforming status in applying this Ordinance.

TOWN STREETS

Only the letter from United Paving was received giving a bid on Caroline Street. It was decided to check again with Fatty to see if he is interested in bidding.

It was decided also to send out letters for bids on Snow Removal.

Elkton Supply Bills will be checked again before paying the last one received to be sure this wasn't already paid for.

A Couple loads of gravel will be put in on the other end of Tasker Lane in front of Day's Property.

TOWN POLICE OFFICER

The Commissioners went over the Trial and Arrests Forms that the Police Officer submitted. They felt that it should be called to the Officer's attention that if the warning tickets on exceeding 50 miles an hour were issued on Streets where there is a 30 mile limit; this offender should be taken to Trial.

TOWN SEWAGE

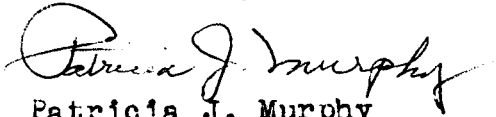
The Town Clerk will check with Mr. Willis and Mr. Wright to see if we are near completion on searching Title and Survey for land to be obtained for Lagoon. November is the dead-line for completion of planning.

LEASED GROUND

Mr. Mulveny stated that he would not be here at the Nov. meeting, and wanted the Long Term Lease holders to attend Dec. meeting. Then the Commissioners decided to first write them a letter to explain this increase.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk

REGULAR MEETING

September 12, 1967

The regular meeting of the Town Commissioners was held on September 12, 1967 in the Town Hall. The meeting was called to order by President, Ralph Murphy. The following Commissioners were present: Ralph Murphy, Frank Mulveny, Walter Patchell and W. G. Murphy.

CERTIFIED PUBLIC ACCOUNTANT

Mr. Aiken attended a meeting last year and discussed the possibility of the accounting being more detailed for this year because of the State specifications, but he had not given the Commissioners a definite figure. He would like for the Commissioners to consider giving him more for this work, since the job was a great deal more detailed. A motion was made by Mr. Mulveny to pay the Auditor \$400.00 for the audit just completed; motion seconded by Mr. Patchell and passed.

TOWN STREETS

Mr. Francis Sasser requested a Street light be installed at the corner of Louisa Lane Extended and the dump road. A motion was made by Mr. Walter Murphy and seconded by Mr. Patchell to have this light installed. Motion passed.

Mrs. Day was present at the meeting and requested that Tasker Lane to the right of Cecil Street be graveled or improved in some way in order to make better access to the properties that they are renting. The Commissioners decided to look at this to see what can be done.

It was decided to get a price from Hurchel Armour on work to be done on Caroline St., and if more reasonable than United Paving, have him do the work.

It was also decided to send out letters for prices to tar and chip 16 feet of Caroline St. from Bladen to Water.

BUILDING PERMIT

The County Health Dept. and Planning Commission will be contacted again to see if any permits were obtained for the metal building constructed on Mr. Andrew Skinner's property.

GROUND RENT

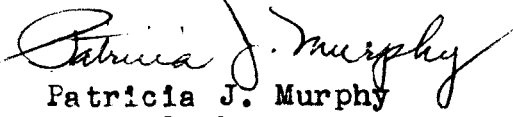
The Commissioners passed a Motion to confirm action taken on June 11th, 1967 to terminate Lease dated July 1, 1961 to Paul Murphy for 73 feet on Water St. and 175 feet deep, so that this property can be used for Public Purpose including a Public Park in the future. 3 in favor of the motion and W. G. Murphy opposing.

TOWN POLICE OFFICER

The Commissioners want Mr. Walter Culley, Town Police Officer, notified that they would like a report every meeting stating what work he has done for the month.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,


Patricia J. Murphy
Town Clerk


REGULAR MEETING

August 9, 1967

The date of the regular meeting was changed from August 8th to August 9th because the Town Lawyer was unable to attend the regular scheduled night. This meeting was posted, as to the change, outside of the Town Hall for 10 days.

The following Commissioners were present: Mr. Frank Mulveny and Mr. W. G. Murphy. John B. Wright, Town Attorney, and Mr. Dudley Willis, Town Engineer were also present at the meeting. Since there was not sufficient Commissioners to hold a meeting, the business must be held over until the September meeting.

Respectfully submitted,


Patricia J. Murphy
Secretary

REGULAR MEETING

July 11, 1967

The regular meeting of the Town Commissioners was held on July 11, 1967 in the Town Hall, and called to order by President, Ralph Murphy.

The following Commissioners were present: Ralph Murphy, Frank Mulveny, Walter Patchell, Morace Graham and W. G. Murphy. Mr. John Wright, Town Attorney, was also present at the meeting.

LEASED PROPERTY

Mr. Albert Gillespie was present at the meeting to request that the Charlestown Fire Company be able to buy the ground where the Fire House is located rather than leasing. The Town Attorney asked Mr. Gillespie if they had any trouble borrowing money and he said, "they hadn't". The Commissioners felt that they have a good Lease rate for \$1.00 a year and in future years, if the Fire Co. need to move the Fire House location, the land will be available for other Town needs.

Mr. Harold Patchell was present at the last meeting wanting to Lease the ground that Paul Murphy turned back to the Town so Mr. Charles Wright could Lease it. It was mentioned that a couple years ago A. R. Giordano of the Wellwood Yacht Marina requested by letter to Lease this property - letter was pulled from file dated September 16, 1963. The Town Attorney said, since we had a previous request, the land must be put up to the highest bidder. Letters would go out to those who have made request - Harold Patchell, Charles Wright, and A. R. Giordano.

After the Town Attorney left, it was decided to have the Clerk call him and see if this land could be taken for a Park, and, if so, held till next meeting when all plans will be made for this project. Also check with John to see if rates on long term Leases can be raised.

SEWAGE

Mr. John Wright will send a letter to Susquehanna Broadcasting Company request immediate Contract of Sale with settlement in 2 years, rather than 120 days as stated at last meeting, giving them \$500.00 as down payment.

STREETS

It was decided to meet with Ellis Rollins and Mr. Alden on Sat. afternoon as requested in a letter from Mr. Rollins.

The two bids were read from United Paving Co. and Harold E. Fuddy for paving of Cecil St. - Caroline to Frederick. United Paving's figure was \$560.00 and Fuddy's \$585.00. It was decided to give the job to United Paving Co. with 30 days to do the work.

Cemowinge Power Co. is to be contacted again to see when they are going to re-locate poles on Caroline St. Ralph Murphy will contact Menzevitz to see when his is coming back to work on

Caroline St.

TRAILER

The Health Dept. will be contacted to see if Sanitary Permit was issued for Scott's Trailer on Route 7. The Town Attorney stated that a Building Permit should be issued for a trailer on a foundation, and since Scotts did not obtain any permit from Town, a check should be made on County Permits.

There being no further business coming before the Board, the meeting was adjourned.

Respectfully submitted,



Patricia J. Murphy
Town Clerk