

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
**March 13, 2018**

The Town Meeting was called to order by President, Andy Thompson at 7:00 pm. Commissioners present were Joseph Letts, Karl Fockler, Andy Thompson, with Town Administrator Wib Pumpaly. Patricia Clements, Jeff Fields and Lou Wood were also present.

**Pledge of Allegiance** was led by Ursula Boudart

**Approval of the Minutes of February 27, 2018** Commissioner Fockler moved to accept the minutes, seconded by Commissioner Thompson. Approved 2-0 with one abstention.

**Award Presentation Retiring Commissioners** Commissioner Fockler presented an award that thanked Commissioner Thompson for his service. Commissioner Fockler also read the same proclamations for Commissioners Renee Capano and Mary Carol Durange.

**Swearing-In Ceremony New Commissioners** – Ms. Charlene M. Notarcola, Clerk of the Circuit Court, performed the swearing-in ceremony installing Patricia Clements, Jeff Fields and Lou Wood as Town Commissioners.

**Election of Town Officers** The results of the election of officers is as follows:

**President: Joe Letts** (Joe Letts 2; Jeff Fields 1; Patricia Clements 1; Karl Fockler 1)

**Vice President: Lou Wood** (Lou Wood 3; Jeff Fields 1; Karl Fockler 1)

**Treasurer: Karl Fockler** (Karl Fockler 3; Patricia Clements 1; Jeff Fields 1)

**Selection at-large P & Z Commissioner/Board Member:** The Commissioners voted unanimously to appoint Patricia Clements as the Planning and Zoning Board Representative.

**Accounts Payable Review March 13, 2018**—Accounts payable in the amount of \$32,094.24 was presented. Commissioner Fockler moved to accept, seconded by Commissioner Wood . Approved 5-0.

**Miller Environmental February 27, 2018 Report** Josh Griffith Mr. Griffith was present and presented the following report: A total of 2,211,000 gallons was produced for the month, with an average daily production of 79,000. No coliform samples tested positive. Weekly housekeeping and monthly maintenance was performed. 10 Miss Utilities were completed, leak checks were performed with negative results at 123 Revelation Road and 101 Cool Springs Road, the 2019 capital improvements list was submitted to the town. The tower is being partially drained at the moment for an inspection to be performed on Thursday.

**Cecil Co. Sheriff's Report** No report

**Appointments to Election Board & Ethics Board** After much advertising for both positions now open on boards, Ms. Diane Letts came forward to be considered for the Election Board opening. Commissioner Wood moved and Commissioner Clements seconded to appoint Diane Letts to the Election Board. Approved 4-0-1 abstention. Mr. Pumpaly stated that there were two candidates who had put their names in for the appointment to the Ethics Commissioner, Mr. Ron Edwards and Mr. Andy Thompson. Commissioner Wood moved and Commissioner Fockler seconded to appoint Andy Thompson to the Ethics Board. Approved 5-0.

## **Town Administrator's Report**

### **OLD BUSINESS**

**Avalon Park Stage Structure RFP Review & Contract Award** The Avalon Park Committee has met and selected the bid from three companies. Committee members Mary Clark Confalone, Pia Fassold and Patricia Clements were in attendance to speak to the bid process. They support the bid from the Noland Company and recommend that the Commissioners award the bid to the Noland Company at a cost of \$98,975. Commissioner Letts thinks that this is a good idea. Commissioner Fockler stated that Nolan was a good contractor. Commissioner Fockler is in favor but thinks that we still need to see the contract and have our town attorney look at it. Commissioner Fockler moved that if everyone is in favor after we have a contract in hand and look at the contract and have our attorney look at it that we go ahead, seconded by Commissioner Wood. Approved 5-0.

**Water Tower Wet Chamber Inspection** Mr. Pumpaly stated that the wet chamber will be inspected by Doug DeClerk and Company on Thursday, March 15, and that Mr. DeClerk was involved with the refurbishment of the water tower some 8 – 10 years ago. We have begun to lower the level in the water tower to 17 feet. We might see a lessening of the water pressure. The inspection will begin at 10AM through Noon on Thursday and then we will restart the pumps and bring the water up to 32- 35 feet. This is needed because the inside of the chamber must be protected. We had a cathod ray system and an epoxy coating, which works like a zinc system on a boat and it has failed, so we need to see if this failure is causing deterioration of the wet chamber of the tower. The last time we painted the outside, the inside was in good shape. We have not had the cathodic protection system for the last two years. There are many opinions on whether the cathodic system actually does what it is designed to do. To install a new cathodic system could cost up to \$15,000. Commissioner Fields asked how long the cathodic system has been in. It functioned for 27 years and a new one would be expected to operate for the same time frame. The outside of the tower is beginning to show rust and a repainting is on the horizon.

**Removal of Dumpster @ Black Avenue** We have removed the dumpster which used to be at Black Avenue near the Fire House to the maintenance shop. Thus far we have only had two calls about the absence of the dumpster. The trash provider has given us 4 new 96 gallon trash containers for the Fire Department which our maintenance staff moves to the street on Monday mornings.

### **NEW BUSINESS**

**Town Grass Cutting RFP** The pre meeting bid is this Thursday, March 15<sup>th</sup> at 10AM. The proposed RFP will be a three-year contract. Commissioner Clements asked does it have to be a three-year contract? The last two were three-year contracts. Commissioner Fields asked if there was a drought do they still mow? No, only when it needs mowed. Commissioner Fockler stated we only pay when they have mowed. Each parcel is priced separately and mowed when needed. Commissioner Fockler stated we should get the bids and see where we go to from there and negotiate. Commissioner Letts stated if we would move it in-house it would take too much of the time with our current maintenance staff. Commissioner Fields stated that he thought that some of the smaller parcels could be taken over by the maintenance staff. Mr. Pumpaly said that there were a number of parcels that the Town Maintenance Staff does do.

**Water Tower Cell Phone Lease Consultant** The previous board asked Mr. Pumpaly to look to see if we could get an opinion on whether we were optimizing our lease with the cell phone companies. Mr. Pumpaly found a company who does just that service. The evaluation would cost \$2,500.00. Commissioner Wood stated that we

are being way underpaid with our leases. She knows of other leases taking in more money and she will investigate before the next meeting. Mr. Pumpaly will see that she gets a copy of the lease.

**Wind Damage to Avalon Storage Building, 630 Water Street and Town Hall** These three buildings sustained damage during the recent wind storm. The storage building sustained excessive damage, the chimney at 630 Water Street came partially down and the Town Hall lost part of a downspout. Mr. Pumpaly has had a company in to look at the building at Avalon who thinks that they may be able to save it. It is estimated that we might have \$27,000 in insurance payments. To demolish the building would be around \$6,000 and then we would have \$21,000 to build something at the Maintenance Shop, because we can no longer store salt in the open, it must be covered. Commissioner Fockler stated that it would be a shame to lose storage space. Mr. Pumpaly stated that putting much money into the existing structure would not be cost effective. Commissioner Letts stated that we do need to have storage, and that if this building could be repaired that would be the way to go.

The chimney at 630 Water Street will have to be built from the roof up. We are still waiting for a bid on this project. The Town Hall lost part of a gutter which will be replaced for around \$200.00

We also have incurred debris at C Dock from Charlestown Marina. Mr. Pumpaly stated that a letter was sent to Charlestown Marina asking them to clean it up. Commissioner Fockler asked him to stay on it as spring is coming and the boats will be wanting to get in and out.

**“Paper Streets” and Town Responsibility** Over the winter a small portion of Louisa Lane where the wall is being rebuilt has heaved by the frost. That brought on a discussion earlier about opening paper streets. Are we responsible for “paper streets” i.e. a tree falling on a house nearby? Our attorney and MML seem to be at odds over who is responsible. Commissioner Clements feels that we need to take them one at a time and not use one formula for all “paper streets”. This has come up because of the Louisa Lane situation, the owner would like the town to repair her driveway, which he is prepared to do, but not with blacktop, because in essence her driveway is a paper street. Commissioner Wood asked does this leave us open everywhere? No, because this is actually a paper street and not just a driveway.

**Engineering Study – Town DMP Site** Our site located behind the water tower holds 4500 cubic yards from dredging in 2008 and 2009. Mr. Pumpaly has now been asked by the MDE to get an engineering study on the site. We are going to need that site in the future, as it saved us \$500,000 the last time we dredged. The MDE has agreed to look at the bids and do a study on them to see where we are on this subject. While we have \$20,000 to spend the bids came in between \$15,000 and \$74,000 which is a very wide spread. The MDE has stated that they will support financially with the additional funds needed to do the study. The Fire Company needs some dredging for the new Fire Boat which has a deeper draft. Commissioner Letts stated that the first time it was dredged we had groups asking for the spoils and the second time no one wanted to touch it. Commissioner Fockler asked about one of the companies that was a very low bid and it was stated that this particular company may have missed some things in their bid.

## **PERIOD OF PUBLIC COMMENT**

**Rogers Clements** The metal storage building at Avalon is in bad shape. If you are going to fix it up look at liability insurance. The pieces flying off the building hit his house and yard. The Louisa Lane property, we have had some companies want to come in and develop the land.

**Debbie Fields**, no comment.

**Rosie Bott** If you remember the paper street on Caroline remember that the residents have asked so if you are going to open a street that should be the first one.

**Prosper Boudart** He never got to see the bids for Avalon Park as he was a member of the committee. He is not here to hold the process up but he would like to see the bids. Commissioner Clements suggested that they set down after the meeting with the bids. He is basically concerned about the fill underneath. He also mentioned that we have an historic cemetery in this town and he would like to see a nice road mark at that property. We also have another one on Louisa Lane where the African American slaves were buried.

**Ken Confalone** He appreciates the time of public comment and he encourages the Commissioner to have a Town Forum type of meeting where you would listen to the citizens. Commissioner Letts has thought about that. Commissioner Clements asked if there would be an agenda for such a meeting. No, anyone would be able to bring any topic.

**Mary Clark Confalone** She is on Colonial Charlestown and the Historic District Commission and she is very disturbed about the condition of the Cecil Inn (629 Bladen Street). While Rebecca Mann has tried her best there is little force behind the requests to clean up the property. The site of the stage at Avalon Park is not on the fill site.

**Bert Gay** Cecil County Sheriff are they fulfilling their contract? Not only do we not get a personal appearance, but we do not get a written report. We need to review the contract. Commissioner Wood stated that this needs to be looked into and she had anticipated his presence. She stated that the report would be in next month's.

**Rosie Bott** - Everyone needs to speak up or we need 5 microphones. We can't hear.

**Ursual Boudart** On the issue of paper street and Louisa Lane. This property has been listed several times as possible development sites. The town needs to own up to them or do away with them

There being no further business a motion was made to adjourn by Commissioner Wood at 8:49 PM, seconded by Commissioner Clements. Approved 5-0.

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