

**TOWN COMMISSIONER'S MEETING**  
**CHARLESTOWN, MARYLAND**  
**March 27, 2018**

The Town Meeting was called to order by President, Joe Letts at 7:00 pm. Commissioners present were Patricia Clements, Jeffery Fields, Joseph Letts and Loucretia Wood. Mr. Wib Pumpaly, Town Administrator, and Nick Trionfo, Town Accountant was also present.

**Pledge of Allegiance** was led by Prosper Boudart.

**Approval of the Minutes of March 13, 2018** Commissioner Wood moved to accept the minutes, seconded by Commissioner Fields Approved 4-0. At this point in the meeting, Commissioner Fockler arrived.

**Accounts Payable Review March 27, 2018**—Accounts payable in the amount of \$19,175.88 was presented. Commissioner Fockler moved to accept, seconded by Commissioner Wood . Approved 5-0.

**Financial Review** Mr. Trionfo, Town Accountant, was on hand to introduce himself to the new board and to report that we stand in good stead cash wise. Within the next month he will have a draft budget to present. In the meantime please let him or Mr. Pumpaly know so they can plan with the new budget. We are still putting money aside to plan for the painting of the water tower.

**Cecil Co. Sheriff's Report** A written report was submitted showing in **September 2017** 45 shifts were approved for a total of 172 hours. Of that number 140 hours were covered. There were no calls for service and one out of town assists. There were 247 property checks made. 17 (5 radar and 12 non radar) traffic citations were issued; 19 (5 radar and 14 non radar) warnings were issued, 3 safety repair orders were issued and no parking citations were issued. There were no warrant service attempts. There were two arrests made (suspended) and 2 arrests of adults. No civil citations were issued. No field contacts were made. There were 12 community contacts made for the month and one business contact. 27 shifts operated radar and 12 did not. Two vehicles were removed to storage one officer's request and one at owner's request.

A written report was submitted showing in **December 2017** 34 shifts were approved for a total of 148 hours. Of that number 112 hours were covered. There were three calls for service (one disorderly conduct, one dog struck by a vehicle and one child custody dispute) and no out of town assists. There were 202 property checks made. 18 (4 radar and 14 non radar) traffic citations were issued; 16 (7 radar and 9 non radar) warnings were issued, 1 safety repair orders were issued and no parking citations were issued. There was one warrant service attempt. There were two arrests made (1 suspended and 1 poss. of Heroin/Meth) No civil citations were issued. No field contacts were made. There were 6 community contacts made for the month and no business contacts. 19 shifts operated radar and 7 did not. Two vehicles were removed to storage one officer's request and one at owner's request.

A written report was submitted showing in **February 2018** 33 shifts were approved for a total of 132 hours. Of that number 112 hours were covered and one hour of overtime bringing the total to 113. There were three calls for service (one overdose, on residential alarm (no problem) and one disorderly conduct) and no out of town assists. There were 218 property checks made. 15 (5 radar and 10 non radar) traffic citations were issued; 12 (2 radar and 10 non radar) warnings were issued, 2 safety repair orders were issued and no parking citations were issued. There were no warrant service attempt. There were two arrests made (1 suspended and 1 DWI) No civil citations were issued. No field contacts were made. There were 4 community contacts made for the month and

no business contacts. 16 shifts operated radar and 12 did not. Two vehicles were removed to storage one officer's request and one at owner's request.

The written March Schedule was shared.

Major George Stanko was on hand to answer questions from the Board. Commissioner Fockler explained that he had asked Captain Stanko to come to the meeting to explain any concerns. Commissioner Letts says that he sees setting for long periods of time in one place as a problem. Commissioner Fockler would like to see us give a little more guidance to the use of the time assigned. He would like to see them go out on the stone pier from time to time especially during the summer or at the honor box location. Commissioner Fields said that after the last meeting an officer was sitting in his Trinity Woods neighborhood. There are many that run the stop sign and Cool Springs residents expressed concern over speeding issues. Commissioner Fields also noted that the sign seems to be lower than other. Commissioner Clements asked how we make this communication happen. Commissioner Letts stated that we would gather the information and pass it on to the Sheriff's office. Commissioner Wood asked the Department to remember that Charlestown Manor is in town. She also asked if there was anything we could do to help them do their job better? Major Stanko stated that there is a report generated that could be utilized. Sgt. Schmidt is still our contact within the department. If we have specific requests we should get in touch with him. We can copy Maj. Stanko on the email who will pick up if Sgt. Schmidt is unavailable. He stated that the costs will remain the same for the coming year. Major Stanko stated that when a call comes in when we do not have a deputy here then the next agency on the list will get the call. Whenever you see something the call to make is 911, to get a deputy here when they are on call in town or then next on call when we do not have a deputy in town. The Commissioners thanked Major Stanko for his attendance. Commissioner Letts opened the discussion to the floor. Mr. Boudart asked why we did not get a report for three months, when we were being billed. Major Stanko stated that he was unaware we were not getting the reports and that we have now remedied that.

**Town Meetings & Work Sessions** Commissioner Clements stated that in some of her studying she sees work sessions as a more informal time to do some in-depth discussions. Commissioner Letts stated that he is in favor. Commissioner Clements would like to see the second Tuesday (as stated in the Charter) would be a regular meeting and then the fourth Tuesday would be a work session. She would like to see a work session on a Tuesday that is not a regular meeting. Mr. Pumpaly stated that more than 2 Commissioners constitute a quorum, the meeting would need to be advertised, the meeting would need to be recorded. Mr. Pumpaly asked if Commissioner Clements sees this as a regular thing? Commissioner Wood asked if we need this urgency. Possibly. Commissioner Fockler stated that maybe quarterly would be a good idea. Commissioner Clements is willing to instigate the agenda and if possible to have the meeting at Avalon to see the site which she sees as a topic. Commissioner Fockler moved to have a workshop session on Tuesday, April 3 at 7:00 PM at Avalon Park to discuss the Avalon Park project and such other matters as may pertain to it. Commissioner Clements seconded. Approved 5-0.

**Avalon Park Tree & Plant Removal** About 10 months ago Brian Leightner from the county helped the Avalon Park Committee identify invasives that need to come out and plant varieties that need to stay as they are natives and highly desirable. The species are marked with orange tags that need to be removed and blue with ones needing to be kept. We do not need a permit to take out the invasives. Commissioner Fockler moved that provided that they are invasives and we have that in writing permission, we remove the invasives the work to be done by Town staff and volunteers, seconded by Commissioner Fields. Approved 5-0.

**Town Administrator's Report**  
**OLD BUSINESS**

**Avalon Park Stage Structure RFP Review & Contract Award** Mr. Pumpaly presented the contract from Noland and Associates. The attorney has seen the contract and questions have been answered that he had. Mr. Clower, Town Attorney sees no cause for alarm and that the contract is satisfactory and make a couple of notations with initials or getting a new contract from Noland which is his preference. The major sticking point is that the contract stated that any litigation would have to be done in the Delaware courts, which seems to be remedied. Mr. Pumpaly is asking for authorization to sign the contract as he is the resident stated on the contract because he is here every day. Commissioner Fockler asked that jurisdictional issues be moved from Delaware to Cecil County in the contract and that a copy of the design drawings and designs be a part of the contract. Commissioner Fockler moved to authorize Mr. Pumpaly to sign the contract with Noland and Associates provided that asked that jurisdictional be moved from Delaware to Cecil County in the contract and that a copy of the design drawings and designs be a part of the contract, seconded by Commissioner Wood. Approved 5-0. Amended by Commissioner Fockler that we will need in writing that it meets the BOCA standard before the contract can be signed, seconded by Commissioner Wood. Approved 5-0.

Mr. Pumpaly stated that he got a call from the Cecil County permits and inspections and there is some question on whether or not the stage will meet BOCA standards on weight limits per square foot.

**Avalon Storage Building Update** Mr. Pumpaly stated that the building on the Avalon property was severely damaged in the wind storm on March 2. A fix is estimated to be \$18,000.00. The insurance company has determined that the building is a complete loss. We will receive \$32,975.56 less \$1,000 deductible in insurance proceeds. He is recommending the complete removal of the building. He is getting estimates on a building to be built of similar size at the maintenance complex at the end of Frederick Street. He has one bid in of \$9,000 to demolish and remove the concrete pad. He has looked at some pole building without a floor 40 x 60 for \$18,000. \$3.25 square foot for concrete pad at a cost of \$7,800. A concrete floor is needed because of salt storage. Commissioner Fockler asked if caution tape could be placed around the building and Commissioner Clements asked if the debris could be consolidated. The answer to both was yes.

## **NEW BUSINESS**

**Service Line Warranties** This is a company that came to the Commissioners some time ago. The company is an insurance company for water and sewer lines. The town authorized them to sell their product in town. We received a stipend of \$677.74 from the last year's participation. Commissioner Wood stated that she is not in favor of this service and that the company was pushy. Commissioner Fockler is also not in favor of the offers going out on Town letterhead. Commissioner Fields stated that it is misleading. Commissioner Clements asked for more information at the next meeting to be revisited.

**State of the Water Tower** The inspection of the water tower was done by DeClerk and Company. The highlights of the report are that the wet chamber, dry chamber and the outside are in stable condition. It will probably last for another five years. The next refurbishment will be at a cost of in excess of \$750,000 as everything will have to be taken down to bare metal. During the time of the refurbishments the tank will need to be totally drained and water will have to be supplied with tankers on site at the tower. We will not be replacing the cathodic protection system as we do not need it.

**DMP Engineering Study & Site Clearing** Mr. Pumpaly received a grant from the DNR of \$20,000 to do an engineering study of the DMP Site. The site is at capacity and is covered in various forms of greenery that need to be cleared before the engineering study can be done. Mr. Pumpaly received 5 bids to do the engineering study which were sent to the DNR for analysis and DNR is in favor of awarding the study to AECOM. The site

still needs to be cleared. The DNR has assured Mr. Pumpaly in writing that they will make up the difference in funding along with the AECOM study. We have \$19,500 left of the \$20,000.

Mr. Pumpaly received a phone call from Delegate Hornberger asking if we have any ideas or a wish list of projects in the SHA right of way that we would like to see occur. We need to know by the 30<sup>th</sup> of March. Commissioner Fockler would like to see a round about in front of Town Hall at Market and Bladen.

Commissioner Fockler stated that other towns have judicial youth panels where a youth offender would be adjudicated by a panel and he would like to suggest that we start it here. Mr. Pumpaly stated that it was discussed a few years ago and retaliation was an issue of concern. Commissioner Wood wrote the program for the county eighteen years ago. It was great at the beginning but then the volunteers weaned and it went by the wayside.

## **PERIOD OF PUBLIC COMMENT**

**Rogers Clements** his question was answered on the building at Avalon. At the parking lot at Lees Marina the seawall is gone and repair should be looked at as the property belongs to the Town near the Fire Boat Pier. The town is looking at a large bill. The sediment is sinking into the river. The boat across needs to be removed as well as it is a hazard and is on Town Land.

**Prosper Boudart** someone contacted him about the vote for President, Vice President, Treasurer at the last meeting. He thinks that the vote should be recast. Commissioner Fockler suggests that it be referred to the Ethics Board to review the vote. Commissioner Wood does not see a problem. The last thing he has in mind is the \$700,000 we are looking at to refurbish the water tower and that we need to start saving. We are putting away money for this expense.

**Scott Atwater** passed

**Suzanne Fockler** is here from Colonial Charlestown to welcome the new Commissioners and Colonial Charlestown looks forward to working with the Commissioners to keep history alive for future generations and would like to nurture a working relationship. April 25<sup>th</sup> a 5<sup>th</sup> grade class will be coming into town and they will be touring the Tory House and the other buildings in town.

There being no further business a motion was made to adjourn by Commissioner Letts at 9:06 PM, seconded by Commissioner Wood. Approved 5-0.

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