

**TOWN COMMISSIONER'S MEETING  
CHARLESTOWN, MARYLAND  
May 28, 2019**

**Call to Order** – President Wood called the May 28, 2019 meeting to order at 7:00 PM. Those in attendance were Commissioners Lou Wood, Patsy Clements, Karl Fockler and Joe Letts, and Town Administrator, Wib Pumpaly. Commissioner Jeff Fields was excused.

The Pledge of Allegiance was led by Commissioner Letts

**Approval of the Minutes** – Commissioner Fockler moved to approve the minutes of May 14, 2019, seconded by Commissioner Letts, subject to the amendment as proposed by Commissioner Wood. **Approved 4-0.**

**Accounts Payable Review** –Accounts payable in the amount of \$16,027.09 were presented for approval. **Commissioner Clements moved to approve, seconded by Commissioner Letts. Approved 4-0.**

**FY 2020 Commissioner Budget Review** - The budget for FY 2020 was presented for approval. Commissioner Clements had a question about the contract price for the mowing. Commissioner Wood explained it depends on how many times the parcels are cut. **Commissioner Letts moved to approve the 2020 Budget Ordinance, seconded by Commissioner Clements. Approved 4-0.**

**Opioid Litigation Lawsuit**– President Wood stated that she had received the contract and a recommendation from our Town Attorney to accept. **Commissioner Clements to approve the signing of the contract for the opioid lawsuit, seconded by Commissioner Letts. Approved 4-0.**

**Proposed Street Cleaning Contract** – President Wood stated that we seem to consistently receive complaints about the streets in the communities across Rte 7. Commissioner Wood looked into the cost of a contract and received a quote of \$325.00 per month and \$79.00 a ton landfill fee. This will be a once a month service and could be called to specific areas of concern on both sides of Route 7. The company does the service for Elkton Perryville and North East and does a good job. If the service would not be needed in one spot, they could be moved to another area. This type of service would also get the town points for Sustainable Maryland and Sustainable Communities. Commissioner Letts is not generally in favor and wants to see other company's proposals. The general consensus was to explore such a service and we will look for other contractors to obtain additional quotes.

**Draft Ice House/Colonial Charlestown Lease** – Commissioner Fockler presented a draft of a lease for that might be entered into between the Town and Colonial Charlestown for the Barnes Ice House property. It delineates the expected yearly rent, the expectation of repairs, and the expectations of the use of the building. Colonial Charlestown would need to negotiate with the town over repairs and renovations. It's leasing the building and the curtilage of the building with egress and ingress with others. **Commissioner Fockler moved to send the draft lease to Town Attorney for his comment, seconded by Commissioner Letts. Approved 4-0.**

**Plein Air Event** – Commissioner Fockler explained that Paint Cecil will be here in town over the weekend of June 15 and 16.

**Draft 630 Water St. Lease** Mr. Pumpaly stated that this is in essence the same lease that was signed three years ago. Ms. Antoshak stated that the house is in very good condition. She noted no damage. The tenant did point out some things that need to be addressed. The most troubling is water coming through the foundation and into the sump pump. She feels that our maintenance staff could look at the repair points and go from their recommendations on whether they can preform the tasks or need professional attention. Commissioner Fockler recommended including an automatic renewal clause to the lease. He will get verbiage to the office for inclusion. **Commissioner Letts moved to renew with the addition of the automatic renewal, seconded by Commissioner Fockler. Approved 4-0**

**MAHDC Report (MD Historic District)** –Mr. Edwards and his wife, Audrey attended the annual symposium in Frederick. The main topic was “Before and After”. For years the focus was on the buildings, the before, now the focus is on community items which are impacted by events – the after. They were asked what we are doing in our community. He was able to highlight our tours organized by Ms. Antoshak and the Ice House renovations, and the upcoming fair. He thanked the Commissioners for their support of our continued participation.

**Avalon Stage Leasing Discussion** – Commissioner Clements suggested that a smaller group might consider the finer points of a lease agreement. She does not feel that we are ready to lease out at this point. Commissioner Wood stated that the band that played our first concert was fantastic and that the crowd was very impressed. Yoga will begin on June 1<sup>st</sup>. This is an experiment to see if it would work. Commissioners Wood and Fockler agreed to help with Commissioner Clements completion of a usable lease

### Town Administrator’s Report

#### Old Business

- **Veterans Park Public Bathroom Repairs Update** Mr. Pumpaly has received two bids for the renovation of the bathroom. One is from G & S Contracting. It is missing some key components that Mr. Pumpaly feels are needed. The bid is for 16,000 and with the missing pieces he feels it would push it over 20,000. He also received a bid from Nowland and Associates for 91,619.00. This would include penal quality fixtures. Mr. Pumpaly can go back to G & S and ask for a rebid with new fixtures. Commissioner Clements brought up that Oxford Maryland has some very nice port-a-pots that could utilize the existing building and be removed at the end of the season.
- **Frederick St. Traffic Control Devices** (Kurt Carter Request) A letter was received from residents of Frederick Street. This is a public safety issue with no sidewalks. Commissioner Fockler is not opposed but does not think that this is the time to do it. Commissioner Wood agrees. There was mention that the speed bumps be painted as soon as possible.

#### New Business

- **Trash Collection Review** Mr. Pumpaly has gone to Waste Industries our current provider and asked if they would do an extension. He has also contacted Trash Tech another company. The only way that they can give a price would be with a formal bid proposal. We can either go with Waste Industries at \$19.25 or go with a formal RFP. Trash Tech was not sure that they could keep us on Monday. Commissioner Wood likes Waste Industries and has heard from other communities that are paying a much higher rate. The only caveat is if the tip fees greatly increase. Commissioner Clements asked how long for an RFP? It would take over a month. Commissioner Wood was adamant that we need to stay with Monday pickup. Commissioner Letts stated that this company is by far the best we have had. The vote was called for.

**Commissioner Letts moved to renew the contract with Waste Industries, seconded by Commissioner Fockler. Approved 3-1.**

- **Charlestown Street Proposed Repairs** – Mr. Pumpaly presented a list of road repairs for the coming year. Mr. Pumpaly would recommend that we give the list to McGuirk Construction for them to start working up a price for the named repairs. Commissioner Letts will accompany Mr. Pumpaly to help to prioritize.
- Commissioner Letts asked Commissioner Fockler about the possible parade during the fair this fall. What all does the Colonial folks want from the Commissioners? Is there a possibility of road closings? Maybe a very short time. Commissioner Fockler and Commissioner Letts will meet to discuss logistics of a parade route and possible road closure.

**Period of Public Comment**

- **Marsha Sweazy** was in attendance of support of the Frederick Street speed control.

Rosie Bott – Street Cleaning – if you are only doing certain streets, you will have people filling the town hall doorway, McMullens old house new people have the log truck. For the parade we should try to get some free police. People who walk on the streets think they own them and need to get out of the way. Who is the Charter Committee? Kick off is next week. The Commissioners will be involved at least at the beginning to get them started. The Charter Review Committee are the following: Commissioner Karl Fockler, Chair, Debbie Myers, Office Staff support, Prosper Boudart, Ursula Boudart, Sean Durgin, David Jarinko, Jack Kronner, Dennis Taylor, and Steve Vandervort. The Commissioners are ex-officio members who will give input and guidance to the Committee and are welcome to attend the meetings.

- **Pauline Bryant** – Thank you very much for the Church paving. She would like to thank Commissioner Wood for driving the town on weekends. She also would like to see a concession stand at the stage area selling hot dogs and sodas. Non profits could take turns running such things. Commissioner Wood stated that the regulations would be prohibitive, but someone setting up a grill would be acceptable.
- **Debbie Sexton** – The following letter from Mrs. Sexton was read into the minutes. *May 28, 2019 Mr. Pumpaly and Mr. Fields, As I am unable to fully attend the town meeting this evening I would like to enter in the minutes this update regarding the standing water issue between 480 and 466 Frederick Street. On May 17, President Lou Wood requested me to contact Bob for the purpose of obtaining a quote to create drainage in the form of a mild fall of approximately 1/8" per foot along the property line between these two residences. I spoke with Bob that same day. On May 22 he was on site to survey the project. As of 8AM on 5/28 I have received no quote and spoke with Bob at that time to request a quote by the end of business to be submitted at tonight's town meeting. As of 6:15 PM on 5/28 I have not received the quote. I respectfully request and would greatly appreciate a phone call from you by the end of the week with an update on the progress toward cleaning the ditch along Frederick Street and the drainage problem between 466 and 480 Frederick Street. President Wood indicated the ditch along Frederick Street would be cleared by the town maintenance crew. Thank you kindly, Mrs. Deborah Sexton*

Commissioner Wood responded to the letter stating that she did not ask Ms. Sexton to get a quote, but when Mrs. Sexton said she would get the quote told her to go ahead. Commissioner Wood is still waiting on the County to get the proper equipment to do the job. She had thought incorrectly that the property was on an easement on town property, however it is not it is private property. She is having difficulty in obtaining the equipment. The county has a holdup in getting the proper paperwork for the municipalities to be able to borrow equipment. She does feel that the Town Attorney will tell us that we cannot do work on private property.

- **Kurt Carter** Wanted to thank you for the review of Frederick Street and he can help with the design of repairs if needed.
- Commissioner Fockler asked about the KCI stormwater grant. Tentatively the Green Team will meet on June 20 and present to the Commissioners on July 9<sup>th</sup>. The maps will be at the Wade-In on June 15<sup>th</sup>.

There being no further business or comment, Commissioner Letts moved to adjourn, seconded by Commissioner Fockler at 9:10PM. Approved 4-0.

*Respectfully submitted by: Debbie Myers, Town Clerk*

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Debbie Myers, Town Clerk 1

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Jeffery Fields, Vice President