

TOWN COMMISSIONER'S MEETING
CHARLESTOWN, MARYLAND
August 27, 2019

President Wood called the meeting to order at 7:00 PM. Those in attendance were Commissioners Lou Wood, Jeff Fields, Patricia Clements, Karl Fockler and Joseph Letts. Also in attendance was Mr. Wib Pumpaly, Town Administrator.

The Pledge of Allegiance was led by Commissioner Joe Letts.

Approval of the Minutes – August 13, 2019 Commissioner Fockler moved to approve, seconded by Commissioner Clements. Approved 4-0-1 (Letts abstained).

Commissioner Wood read the attorney's position on the Wedding venue which is in negotiations and will not be discussed further this evening.

Accounts Payable Review – Accounts payable in the amount of \$85,530.04 were presented for approval. A large portion is a payment of All Recreation to begin the work on Fairgreen Park which will be reimbursed from the grant that we have received. Commissioner Clements moved to approve, seconded by Commissioner Letts. Approved 5-0.

Maintenance Discussion – Commissioner Fields asks that the maintenance workers alternate on yard waste and bulk on using the tractor. Commissioner Fields passed out a daily work sheet example for paper recording as it seems that the i-pad is not being utilized. This would record jobs, time on equipment. The maintenance workers were told to go back to paper approximately two weeks ago. There was agreement to use the presented forms. A summary would be presented at the meetings. The Colonial Fair is coming up on the 21st of September and Commissioner Fields would like the streets swept the week before. Mr. Pumpaly has been in contact with Mr. Graff and this will be done. Commissioner Fields thinks that all leave slips should be turned into Town Hall for approval prior to leave so that they can be approved. The ditch on Caroline Street extended needs to be on the left-hand side and then a pipe can be placed to divert the water to an existing ditch. The maintenance pad for Salt is still thereat the Maintenance Shop and looks pretty level. We need to put up walls and then provide a covering and need to accomplish this soon before winter.

Charter Review Work Session – The date designated and agreed upon is September 25th at 6:00 PM. Notice will be placed in the Whig, in Wednesday Word and the sign boards.

Town Hall Replacement Initial Proposal – Commissioner Wood asked for suggestions on Town Hall. Commissioner Fields would like to see a multi use center along with the Town Hall. He sees it at Fireman's Field or Avalon. We need adequate parking no matter where we build. Mrs. Bott suggests Avalon and a system that could be added on to. Commissioner Fockler would like to see us grow our commercial area which would utilize the current site. He would like to see the school house preserved for a museum or such. He would like to go out the back and move Fairgreen Park farther down toward Black Avenue. Commissioner Clements wonders about the new playground equipment? Commissioner Fockler thinks that a new town hall is going to be 3 to 5 years down the road and that the playground could easily be moved. Commissioner

Clements is in favor of Avalon. Mrs. Bryant is in favor of Avalon. Mrs. Bott thinks that Commissioner Fockler has a good idea. She thinks that the new playground could be moved if you talked to the grant people. Mr. Atwater thinks that Avalon would create traffic problems. He thinks that expanding Louisa Lane and putting in a turning lane on 267 would be required with the increase of traffic. Mr. Pumpaly has been in contact with Vanguard Modular Buildings about the possibility of a modular office structure that might be placed at Firemen's Field. He has also been in touch with Charles Day of the Department of Housing looking for sources of funding in the form of a grant of low interest loan to fund a new town hall.

Town Administrator's Report

Old Business

- Proposal for Tree Replacement @ Long Point – Green Team Members recently met and gave the following recommendations.
 - For the large specimen tree lost to this summer's wind storm the suggestion is a Willow Oak, (*quercus phellos*) This tree will grow to a height of 5- to 100 feet with a width of from 50- to 80 feet. This is a great shade tree and is typically as wide as it is tall. Small leaves mean a light fall cleanup and give it good wind resistance. Graceful, fast growing, not fuss. Small acorns. This will be an excellent tree that can withstand the wind and provide shade for the picnic table and beach area at Long Point. We suggest a slight change in location to distance roots from pavers/table. The green team goal was to provide shade where needed without compromising the view.
- Commissioner Clements moved to plant the Willow Oak in place of the tree that was taken by the wind with signage to identify the tree, seconded by Commissioner Fields. Approved 4-0.
 - For the Evergreen replacement the suggestion is a Hackberry (*celtis occidentalis*). This tree will grow 40 to 50 feet tall with a width that matches it's height. This tree will tolerate wind well. Good tree for adverse conditions. Flexible, soft wood. Quick to medium growth rate. Prefers rich, moist soils. Fruit ripens in September/October. The small berries are popular with winter birds. We suggest the placement of this tree to be on the slope alongside the rain garden – above car park area but below crest of the hill. This will complement the Long Point rain garden and the view.
- After much discussion, Commissioner Fockler moved to replace the evergreen with a White Swamp Oak, seconded by Commissioner Fields. Approved 3-1.
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- Verizon Antenna Lease – Town Water Tower – Verizon has agreed to \$2,600.00 per month beginning in 2022 with a 2% annual escalator effective 9/1/2023 until 2043. We will receive from Verizon's attorney a final amendment for signature. The other terms of the lease remain the same.

New Business

- Avalon Building Condition Assessment Mr. Pumpaly has received estimates to do an engineering assessment of the building from Duffield Associates, Inc , AECOM, and Area Engineering. The bids range from 2470.00 to 11,000 to 13,000. Mr. Pumpaly is awaiting firm bids from all parties. The lower bid does not include some things that we need. He believes that in the next week Area Engineering will do a site visit and get back

to us with a price for the assessment. He suggests that we wait for this quote. We will let the Girl Scouts know that we are not open for business. The Boy Scouts have a 10x20 storage building that they would like to place somewhere on town land. This decision too will be put off until we have a more definitive ruling on the Avalon building.

- Proposed Work at 630 Water Street (Brick Stairs, Railing, Fence, Drainage Issues, Insulation, etc.) There are a number of issues that require attention at 630 Water Street. We can take care of the drainage problem. We are going to need to have a professional fencing contractor to do the fence repairs. He expects to put in a double gate so that the excavator can get into the yard for the drainage repairs. Mr. Pumpaly is getting a bid from Long Fence. He is looking for a contractor for the brick steps. He expects to have bids by the next meeting.
- The Meeting of Sept., 10 will move into Executive Session to Consult with Counsel to Obtain Legal Advice, per Section 10-508 of the MD Open Meetings Act
- Internet Safety Presentation – October 8, 2019 @ 7 pm Joseph Dugan will be here to do a presentation. We will try to do the meeting at the Fire Hall.
- Mr. Pumpaly received today the annual inspection of the bridge at Cool Springs. It needs about \$4,000.00 of repairs that is required, which is far less than last year.
- Shakespeare in the park will be at Avalon on September 7th.
- The Veterans Park bathroom is in process and the picnic pavilion roof will be done on Thursday or Friday of this week.
- We have a request in to Waste Industries to move the dumpster from Veterans Park back to the Maintenance Shop

Period of Public Comment

- Dave Ashworth 408 Calvert Street. At the corner of Conestoga and Calvert there is a sinkhole. He also presented a letter in regard to the weddings taking place at a residential home. (Attached)
- Pauline Bryant talked about the golf carts. Commissioner Wood stated that this issue is with the lawyers as well.
- Cindy Settlemyer – no comment
- Rosalyn Bott – Where is the ipad? He is using it he is just not using it as we intended. Street sweeping September 18th? Where will you sweep? Probably the old town areas. Mr. Pumplay will travel with Mr. Graff to prioritize streets. She would like to see in writing where the trees have to be planted in the same spot or area.
- Prosper Boudart when is the paving going to start? It has started. He would like to review the budget.
- Craig Schnell he will wait until the 10th

There being no further Commissioner Fockler moved to adjourn, seconded by Commissioner Fields at 8:22 PM Approved 4-0.

Respectfully submitted,
Debbie Myers, Town Clerk