

**Town Commissioner’s Meeting
Charlestown, Maryland
January 24, 2023
6:00 PM
Town Hall, 241 Market Street and on Zoom**

Attendees: Karl Fockler, Jeff Fields, Bryan Lightner, Kathy SanDoe; Lou Wood attended on Zoom, Renee Capano and Curtis Elmer were not in attendance.

Public in Attendance: Dan Rubert, Richard and Pam Mahan, Audrey Edwards, Diane Letts, Ursula and Prosper Boudart, Dennis Dobay, Donald Gividen, Don Hess

Zoom: Tom Costanzi

President Fockler called the meeting to order at 6:04 PM.

The Pledge of Allegiance was led by Ms. Diane Letts.

Approval of the Minutes – January 10, 2023 – Charlestown Commissioners: The minutes will be approved at the next Commissioner’s Meeting on February 14th as Commissioner Wood was not at the January 10th meeting and Commissioners Capano and Elmer were not in attendance.

Accounts Payable Review – Charlestown Commissioners: Commissioner Wood motioned to approve the Accounts Payable for \$71,727.32. Commissioner Field seconded. Approved 3-0.

Old Business

Town Administrator’s Report – Bryan Lightner:

Zoning Ordinance Updates: The updates are regarding Chapter 175 of the Town code, including the Pet Ordinance. The changes have been reviewed by the Town Attorney and recommended by the Planning and Zoning Commission. A public hearing of the proposed changes will be held on Thursday, February 23, 2023 at 6:00 PM at the Fire Hall.

Back-up Generator Cost Estimates: Thus far, two cost estimates have been provided to the Town, AECOM, prepared by Keystone Electric, and D & D Electrical Services. AECOM is suggesting the use of Cummins diesel generators, while D & D Electrical Services is proposing Generac propane generators. The proposed prices are as follows:

| AECOM | | D & D Electrical Services |
|---------------------|----------|---------------------------|
| \$100,000.00 – 22KW | Well #1 | \$16,085.00 - 18KW |
| \$100,000.00 – 50KW | Well #2 | \$14,685.00 – 24KW |
| \$135,000.00 - 60KW | Avalon | \$38,750.00 – 22KW |
| \$150,000.00 - 20KW | Veterans | \$11,565.00 – 14KW |

\$120,000.00 - 80KW

Water Treatment Plant

There is no proposed price for the Water Treatment Plant back-up generator from D & D Electrical Services. The total for the AECOM proposal, including the Water Treatment Plant is \$605,000.00. D & D's total without the Water Treatment Plant is \$81,085.00. D & D's pricing includes materials, labor, site preparation, concrete pad, and the appropriate permits. The propane generators will need to be hooked up by a propane company at an additional cost to the Town. Well #1 is also set to have a pump replaced. The back-up generators would only be used during electrical outages but should be tested regularly. The Town engineer recommended a back-up generator for each location. Commissioner Wood motioned to purchase all four generators, materials and installation for \$81,085.00 from D & D Electrical Services, LLC. Commissioner Fields seconded. Approved 3-0. Mr. Lightner believes \$50,000.00 from the Covid Relief Funds has been budgeted toward this expense.

Speed Control Contract: Mike Phalen spoke with Mr. Lightner recently. He noted that current Maryland State law states the speed cameras must be placed within one half mile of a school. Taking pictures of drivers running stop signs is not allowed. The recent speed studies done near the Charlestown Elementary School and in Cool Springs at Cool Springs and Pagosa roads was done for data collection purposes only. These studies may be useful in justifying the desire to reduce the speed limits in Town from 25 MPH to 15 MPH. Currently, enforceable violations are for those driving at least twelve miles above the posted speed limit, and in our case, that would be 25 MPH. Tickets will cost the violator \$40.00. The Sheriff's department would be required to approve the speed camera photos and then Altumint, on behalf of the Motor Vehicles Administration, would send a ticket to the driver. The look up fees, only done on enforceable violations, would be sent on monthly invoices. Expectations are that about 70% of violations would be paid. Mr. Lightner will check with the Cecil County Sheriff's Office, to see what fees they would charge to verify the speed camera photos. In accordance with State law, the cameras only run from 6:00 AM to 6:00 PM, Monday through Friday, year-round. The Town attorney will be asked to review the contract agreement.

Artesian Meeting Follow Up – Mr. Lightner and President Fockler had a meeting with Artesian regarding their Well #5 just outside Town limits on Route 7 near Baltimore Street. Their plan is to use the well to feed the Principio Business Park that is growing. Well permits are typically approved for 12 years. Discussion included what guard rails were put in place to protect the Town's water source as the Town and Artesian's Well #5 share the same aquifer. There are State rules that need to be followed in regards to potential interference. The Town needs to document any changes to the aquifer water levels, and this can be done by installing transducers in the wells to monitor the water levels. If there is an unreasonable impact, Artesian should be required to fix it. The cost estimate proposal submitted by SSM Group, Inc for further analysis of the aquifer, will not exceed \$5,000.00. The geology needs to be mapped to delineate the zones around the wells to help protect the water source. Zone 3 is near a fall line where there is recharge into the aquifer. We may need to address stormwater infiltration in the proximity of our

recharge areas. Talks with Artesian remain open, especially where there are data sharing opportunities. Our water is the lifeblood of our community. We do not want to be beholden to Artesian for our water. Commissioner Fields motioned to accept a contract with SSM Group, Inc. for up to \$5,000.00 to further study the aquifer. Commissioner Wood seconded. Approved 3-0.

Tasker Lane Shore Erosion Control Design Concept: Dennis Dobay, Richard Mahan, and Mr. Lightner met with the design engineer. It was decided that two 50-foot jetties were not acceptable due to the potential impacts on the view, maintenance, and aesthetics. Part of the concern was sand and debris collecting between the jetties. The Town wants to protect the sewer line as some of it is already exposed and concrete has been poured around the pipe. Mr. Lightner suggested building up the land along the entire stretch. Scaling down the jetties could be an option and redesign will be considered.

Charter Amendment Resolutions – President Fockler: Public comment/hearing is needed on the proposed Charter amendments. A public meeting is set for February 23, 2023 at the Fire Hall at 6:00 PM. Wording for the Personnel Manual will wait until the Commissioner’s Meeting following the public hearing, on February 28, 2023.

New Business

Election Board Alternate Appointment – President Fockler: This appointment needs to wait until after the Charter amendment is approved.

Ice Splash Event – Bryan Lightner: This year the Ice Splash is scheduled for Saturday, February 25, 2023 at Veteran’s Park. Registration begins at 11:30 AM and the Splash is at 1:00 PM. The Wellwood can help provide a bathroom trailer that could tie in to the hose bib at the Comfort Station. If this option is used the Comfort Station would need to be winterized again. The American Legion is also looking into restroom/porta-pot facilities. They will also submit the Event Permit and provide appropriate event insurance. The block on Water Street from Market Street to Frederick Street would be closed to vehicle traffic during the event. The Wellwood will provide shuttle service from Avalon Park for parking to Veteran’s Park. Mr. Lightner will check with the State Highway Administration to see if we can borrow an Event Parking sign. He will also see if Terri Chestnut, the Park Ranger, is available to work during the Ice Splash event. Bobby Straiton will work part of the day to open the Veteran’s Park Comfort Station, clean, re-winterize and close it after the event. The Cecil County Sheriff’s Office will also be contacted to schedule two officers during the event.

Christmas Decorations – Commissioner Capano: Mr. Lightner stated that the 33% discount ends on January 31, 2023. Decorations are available at a 28% discount during February. The desired decorations are wreaths for the light poles for a consistent appearance throughout Town.

Commissioner Comments:

President Fockler noted the passing of Suzann Barker and was thankful for all she did for the Town of Charlestown.

Public Comment:

Diane Letts asked if speed bumps would be used in addition to the speed cameras. Mr. Lightner answered that the temporary speed bumps have been removed for the winter and that permanent speed humps have already been approved for Conestoga and Caroline Streets.

Dennis Dobay asked if Artesian was using a straight line drill. Mr. Lightner did not know, but will ask MDE. Mr. Dobay is concerned that the Town project along the easement for the sewer line at 317 Tasker Lane may interfere with the recreational enjoyment of his waterfront property. He wondered how a living shoreline would hold up in a hurricane.

Ursula Boudart said Hurricane Isabelle in 2003 was a whopper. She asked if a blinking light could be installed at Cecil and Baltimore Streets and Cecil and Market Streets. Mr. Lightner will check. She asked why different contractors are used each time a shoreline project is done and feels we need a consistent contractor. She also said big gray rocks don't move. President Fockler explained that the different projects are put out for bid and contractors are selected from the bids received. Ms. Boudart wanted to know what is to be done with the project at Foot Log Park. President Fockler and Mr. Lightner stated that the project will be cleaned up and stabilized this spring. They are currently in talks with the design engineer and bag manufacturer to trouble shoot, and see what solution might be needed.

Prosper Boudart noted that rain is having an effect on the markers in the cemetery. He said Tony Hawlsey had cleaned up the old cemetery in the past. Mr. Lightner has spoken with the Boy Scout leader about having the scouts do clean up and repairs at the cemetery. He is also going to check with North East United Methodist Church and St. Mary Ann's Episcopal Church to see what is the scope of perpetual care for their cemeteries.

Richard Mahan wondered if there was a DNA imprint like a dye that could be put in the Town water to see if Artesian is interfering with the Town's wells. He feels the living shoreline project is an ecologically correct solution in a politically incorrect area and won't solve the problem at the end of Tasker Lane. There is a great deal of stormwater runoff at the Indian Queen and Red Lion Tavern that requires immediate attention. Mr. Lightner stated that they will look further into whether the storm water flow where the pipe stops on Frederick Street, could be directed into the Athletic Complex.

Pamela Mahan said that Audrey Edwards would like to restore the corn crib on her property but cannot do it until the water problem is resolved. They have been dealing with the water problem for 15 years. She asked that the Town speak to Andy as the fix needs to be at the top and also speak with other property owners affected in the same area.

Tom Costanzi has concerns with the speed cameras. If there is an overall reduction in speeding, is the Town still charged the same amount? As stated by Altumint, out of towners may not pay the violations, but local people will not be able to renew their driver's license or tags unless they pay. He also has questions about the contract term and termination agreement. Regarding the generators, he asked about the maintenance plan. He suggested creating a plan to run the generators monthly/bi-monthly and the cycling/exercising be done regularly.

Commissioner Fields motioned to adjourn the meeting. Commissioner Wood seconded.
Approved 3-0.

Meeting adjourned at 7:37 PM.

Respectfully submitted,

Kathy SanDoe