

Town Commissioner's Legislative Meeting
Charlestown, Maryland
October 10, 2023
6:00 PM
Town Hall, 241 Market Street and on Zoom

Attendees: Renee Capano, Rob Rinehart, Richard Mahan, Lou Wood, Jackie Akers, Bryan Lightner, Mary Culver, Robert Straiton, Kathy SanDoe
Public in Attendance: Dan Rubert
Zoom: Dan Sweet

President Capano called the meeting to order at 6:00 PM.

Mr. Robert Straiton was asked to lead the Pledge of Allegiance.

Approval of Minutes – September 12 & September 26, 2023 – Charlestown Commissioners:

Commissioner Rinehart motioned to approve the minutes for September 12, 2023.

Commissioner Mahan seconded the motion. Approved 5-0. Commissioner Rinehart motioned to approve the minutes for September 26, 2023. Commissioner Mahan seconded the motion. Approved 5-0.

Accounts Payable Review – Charlestown Commissioners: Commissioner Mahan said the total Accounts Payable for the month was \$160,803.62. Commissioner Akers motioned to approve the Accounts Payable. Commissioner Rinehart seconded the motion. Approved 5-0.

Old Business

Town Administrator's Report – Bryan Lightner:

- Sustainable Procurement Policy Resolution – The Town's Green Team provided some highlights to the Commissioners about practical ways to implement this policy. Commissioner Mahan motioned to Resolution 2023-09. Commissioner Wood seconded. Approved 5-0. The Resolution was signed by the Commissioners.
- Park Mobile Signage – Mr. Straiton mapped the existing street signage from Water Street and Louisa Lane to Conestoga and Bladen Streets, including park mobile and no parking, etc. Discussion ensued regarding proposed changes. Commissioner Wood motioned to install signage for permit parking only at 630 Water Street and Resident permit parking only at Veteran's Park. Commissioner Mahan seconded the motion. Approved 5-0.
- Historic District Speed Humps: Two speed humps each will be installed on Conestoga, Market, Caroline, and Frederick Streets and Louisa Lane, with a third possible on Market Street. Commissioner Mahan motioned to install the speed humps. Commissioner Rinehart seconded. Approved 5-0.
- Holiday Schedule: Town Hall will be closed for Thanksgiving Thursday November 23rd and Friday November 24th. Friday December 22nd and Friday December 29th Town Hall will be open until noon, while the Maintenance Staff will be off. There will be no

Commissioners Meeting on December 26th. Commissioner Wood motioned to approve the holiday schedule. Commissioner Akers seconded. Approved 5-0.

New Business

Go Gov App Live – Mary Culver: The app has links that connect to the Charlestown website. Residents are strongly encouraged to download the app, which is another way to access community information and will include push notifications with important updates.

Comments

President Capano has been in contact with Senator Ben Cardin’s office, regarding the possibility of using the Town Hall addition project as a pilot study for becoming a Resiliency Hub. She will follow up with MEDCO regarding this possibility. We also need to look for grants to help increase the Town’s water system capacity.

Commissioner Mahan asked that the Circuit Rider Town Manager, Chris Williamson, attend the Commissioner meetings to provide quarterly updates.

Commissioner Rinehart would like to find a way to install water lines in Holloway Beach, while the County installs the sewer lines.

Mr. Lightner stated a survey will be developed to ask the residents of Holloway Beach if they want Town water. Town staff will also look for grants to help expand the Town’s water system capacity.

Commissioner Wood wanted to discuss other topics, which were deferred until the Commissioners adjourned to an Executive Session.

Dan Sweet asked about the status of the speed hump installation in the 100-block of Cool Springs Road. The speed hump locations will be marked and stop signs will also be installed at cross streets along Cool Springs Road.

Commissioner Akers motioned to adjourn the meeting to an Executive Session. Commissioner Mahan seconded the motion. Approved 5-0.

Meeting adjourned at 7:10 PM.

Respectfully submitted,

Kathy SanDoe
Town Clerk