

**Town Commissioner's Working Meeting**  
**Charlestown, Maryland**  
**October 24, 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, Kathy SanDoe

Public in Attendance: Jane Bellmeyer, Tom Costanzi

Zoom: Prosper and Ursula Boudart, Chris Williamson

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

Mr. Tom Costanzi was asked to lead the Pledge of Allegiance.

**New Business**

Town Hall Renovation and Addition Project – President Capano: The renovation and addition are being planned with an eye towards the future needs of the Town. The design plans will help us find funds for construction, including the possibility of partnering with MEDCO to use our project as a pilot for how to develop a Resiliency Hub. President Capano explained the various components of the project. There are still questions regarding the future of the Post Office, but we are sharing the design plans with the USPS.

Sustainable Maryland Certification – Bryan Lightner: The Town of Charlestown is the first town in Cecil County to receive the certification. Commissioners Rob Rinehart and Richard Mahan Accepted the award at the MML 2023 Fall Conference. Thanks to the Green Team, Hannah Gordon, Chris Williamson and others for all of the hard work that went into making the certification possible. Having the certification allows for additional grant opportunities and could also help implement the Watershed Master Plan.

**New Business**

Operation Green Light – President Capano: The Town is urging everyone to turn on green lights in their homes and businesses from November 6 through November 12, to show support for our Veterans and military families. A proclamation ceremony will be held on November 6<sup>th</sup> in Market Square.

Holiday Celebration – Bryan Lightner: The suggestion was made to hold the Town's Holiday Celebration on Thursday, December 14<sup>th</sup>, at The Wellwood from 5:00 to 7:00 pm in the Duck Room. All agreed, invitations may be sent. But it is open to the public. Town Staff will follow up with the Wellwood to confirm and finalize the details.

Community Heart and Soul Grant Program – Commissioner Akers: This is a program that offers a \$10,000.00 matching grant to help establish and create community spirit. Commissioner Akers stated the program organizer would like to come to Town for a meet and greet, with no obligation, to see where the partnership could go.

## **Comments**

Commissioner Akers mentioned one of the classes she took at the Fall MML Conference, Defining Housing supply, discussed bridging the gap from young to elderly with appropriate housing for all groups. Since housing regulations are changing, she suggested updating the comprehensive plan, to provide more housing opportunities for a changing workforce.

Commissioner Rinehart said he learned the importance of performing surveys to help make sure infrastructure is properly maintained.

Commissioner Mahan stated traffic calming was still needed in Charlestown which could be used in addition to speed humps. In the Effective Meetings class, it was suggested that public comments be moved to the beginning of the meetings. This would be comments only, for a limited amount of time, while the Commissioners listen. Sticking to the agenda is important.

Commissioner Mahan motioned to adjourn. Commissioner Akers seconded. Approved 5-0.

Meeting adjourned at 7:12 PM.

Respectfully submitted,

Kathy SanDoe  
Town Clerk