

**Commissioner's Meeting
Charlestown, Maryland
October 25, 2022
6:00 PM
241 Market Street and on Zoom**

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

Public in Attendance: Prosper Boudart, John Donohue, Deputy Director, CCDES, Michael Berth, CCDES

Zoom: Ursula Boudart, Mary Culver

Vice-President Commissioner Capano opened the meeting at 6:02 PM.

The Pledge of Allegiance was led by Mr. Prosper Boudart.

Approval of the Minutes – October 11, 2022 – Charlestown Commissioners: Due to Commissioner Wood not attending the meeting, there was not a quorum to vote. The approval of the October 11th minutes will wait until the next Commissioners meeting.

Accounts Payable Review – Charlestown Commissioners: Commissioner Elmer motioned to approve the payables amount of \$91,989.47. Commissioner Wood seconded. Approved 3-0.

Old Business

Foot Log Park Sewer Stabilization Project Update – Bryan Lightner: Dewberry was contacted to discuss the cost estimate provided by Coastal Resources for the Baltimore Street design to address the stormwater runoff down the street to the beach. Dewberry thought the price was reasonable. The design has to account for the volume and velocity of the water, and would have to include anticipated increased precipitation amounts. Other flood reduction projects would more than likely be needed within this particular drainage area and this design would take that into account. Commissioner Wood motioned to accept the Coastal Resources proposal for \$20,073.87. Commissioner Elmer seconded. Approved 3-0.

New Business

Cecil County Hazard Mitigation Plan – John Donohue, Cecil County DES: The Hazard Mitigation Plan is very important and the planning process began in March of 2021. The Town of Charlestown is most vulnerable to natural hazards which may result in loss of life and property, economic hardship, and threats to public health and safety. Section 322 of the Disaster Mitigation Act of 2000 requires State and local governments to develop and submit for approval, a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities. The County plan will be approvable by MEMA and FEMA, after adoption by resolution from the Towns. Once adopted, Charlestown will be eligible to receive post-disaster Hazard Mitigation Grant Program funds. Mitigation plans are updated every five years.

Charlestown has 18 action strategies, which is an increase from 10 strategies on the previously adopted plan. Some of the strategies include: Training for emergency personnel, exposure suits for the fire boat, Swift water rescue, and Early warning system – Code Red – Weather Alerts (there is a Cecil Ready App for phones). Increased community engagement is needed using activities for prevention and preparedness. Michael Berth, CCDES, will update the County website with materials for Emergency Preparedness. Other Town strategies include creating a flood profile for critical facilities and roadways, communicating the Town's risk, a program to reduce flood threats to campgrounds, an evacuation plan, and damage assessment after incidents. There are grants available to implement some of these programs and Kevin Wagner with MDE is a good resource for that. The Town Emergency Operations Plan also needs to be updated. Monthly meetings with the Homeland Security Emergency Response Committee are another good way for the Towns to engage with the County. Commissioner Capano stated that the Mitigation Plan Resolution needs adoption in order to be eligible to receive future grants. Commissioner Wood motioned to adopt the plan. Commissioner Elmer seconded. Approved 3-0.

Board of Appeals Appointment: Both Nick Capano and Chris Reno have expressed interest as potential members for the appointment. The appointment will be addressed at the next Commissioner's meeting as Commissioner Capano must abstain.

Watershed Master Plan – Bryan Lightner: Charlestown is not in the Community Rating System (CRS) just yet, but will be applying and this plan would help to earn points in that system. Between coastal and stormwater flooding, the drainage system can get overwhelmed. There will be 20 stormwater reduction projects identified as part of the plan and funding will be needed to implement them. MDE, Cecil County DPW, SHA and the University of Maryland/Sea Grant Extension are some of the agencies that will be participating on the steering committee for the plan. MD 7 is an evacuation route; however, it floods and Charlestown tends to have access cut off. A Community Workshop to discuss the plan is scheduled for November 16th at 6:00 PM at the Charlestown Fire Hall. The Town received a \$75,000.00 grant from DNR to help create the plan. Michael Berth, CCDES, would use our results to help other towns and would share the information with the US Corps of Army Engineers.

Red Ribbon Week Proclamation – Commissioner Capano: Red Ribbon Week is scheduled from October 23rd through October 31st. The first National Red Ribbon Week was created by the National Family Partnership in 1988 in honor of Enrique “Kiki Camarena who was murdered while investigating drug trafficking in Mexico. Millions of people celebrate Red Ribbon Week by wearing red ribbons, participating in community anti-drug events and pledging to live drug-free lives. The Commissioners will sign the proclamation.

Lead and Copper Rule Revisions – Bryan Lightner: According to MDE, rules have been changed by the EPA. The Town has two years to create an inventory of the water system, identifying lead and copper piping, from the water main to homes and businesses. The Town of Betterton has developed a letter for reaching out to citizens in this regard. The Town has details on its system from the water main up to the water meter.

Chicken Ordinance – Bryan Lightner: The Town adopted an ordinance related to poultry and pets in 2009, and is in need of an update, in order to allow chickens, while addressing nuisances such as roosters. While the recently amended Noise Ordinance could be used to address roosters, it makes more sense to update the chicken ordinance. Most residential ordinances recommend a limit of four to six chickens with no roosters, and they must be registered with the State. Coops could be allowed in back yards only and at least 25 feet from neighboring dwellings, for example. The Town ordinance needs to be updated and will be addressed during the next Planning and Zoning Commission meeting.

Comments:

Commissioner Wood stated that the next Events Committee Meeting will be held at noon on Wednesday, November 26th. She said she would put out a Facebook blast for the Halloween parade and put out signs. It took three days to assemble forty scarecrows at the Market Street Café and disperse them throughout Town. Phone calls were received at Town Hall about “strange people loitering around town”.

Commissioner Capano noted that there is a prescription drug drop off at the State Police Barracks in North East. Commissioner Wood stated there is also a prescription drug drop off at the Town of North East Police Department.

Prosper Boudart asked who owns the St. John’s United Methodist Church and who is responsible for repairs. Mr. Lightner responded the church pays for the building repairs, but the Town owns and maintains the land.

Ursula Boudart verified that the cost estimate from Coastal Resources for the Baltimore Street project was favorable from Dewberry and the construction on the swale would not begin until Spring 2023.

Commissioner Wood motioned to adjourn. Commissioner Elmer Seconded. Approved 3-0.

Meeting adjourned at 7:37 PM.

Respectfully submitted,

Kathy SanDoe

