

**TOWN COMMISSIONER'S MEETING
CHARLESTOWN, MARYLAND**

April 12, 2022

6:00 PM

Town Hall, 241 Market Street and via Zoom

The meeting was called to order by President Fockler at 6:02pm.

In attendance: Karl Fockler, Renee Capano, Jeff Fields, Lou Wood, Bryan Lightner, Kathy SanDoe. Curtis Elmer attended via Zoom.

Public Attendees: Chris Rogers, Pauline Bryant

Via Zoom: Thelma McMullen, Ursula Boudart, Val Hahn, Robyn Rowe, Jason Barrow, Mary Culver, Scott and Deborah McMahan, Trey Giraldi

Pledge of Allegiance: Commissioner Fields led the Pledge of Allegiance.

Approval of the Minutes: March 22, 2022 – Motion to approve by Commissioner Fields, seconded by Commissioner Wood, Carried 5-0.

Accounts Payable in the amount of \$36,481.31 were presented for approval. **Commissioner Capano moved to approve, Commissioner Fields seconded, Carried 5-0.**

Miller Environmental – March Report – Bryan Lightner: Mr. Lightner reviewed the report.

Cecil Co. Sheriff's Report: Sgt. Kalinsky was unable to attend due to staff shortage. Commissioner Wood reviewed the report.

Maintenance Report – Commissioner Elmer: Commissioner Elmer reviewed the report.

Commissioner Fields asked if the maintenance crew could clean up the beaches. He also asked about the progress on the Skateboard Park. The Skateboard Park is specialty work, Dan Rupert and Tom Gatch are the volunteers working on it.

President Fockler would like to see the state roads entering and exiting the Town be kept trimmed.

OLD BUSINESS:

Foot Log Park Update – Bryan Lightner: The Stabilization Project, designed by Coastal Resources Engineer was presented. No permit is needed from MDE. This is the first phase to help reduce erosion at Foot Log Park. The project consists of a 120-foot long retaining wall of logs supported by duck bill anchors to keep the logs in place. Above the logs, fill dirt will be added and planted with native grasses. On the water side, river rock will be installed to protect the base of the logs. In time, sand will cover the river rock. While the logs won't last forever, the dirt and grasses will help to permanently stabilize the area. A 60-foot break water is also being investigated for the future and it is planned that grant funds will cover the design costs. A consistency report will be submitted for the stabilization project to the Critical Area Commission for review prior to the next Planning and Zoning Commission on May 5th. Commissioners

Fields and Elmer agree that having the mowing contractor, Settlemyre, do some of the Town mowing, would allow the maintenance crew more time to complete the construction of this project. President Fockler and Commissioner Fields suggested getting cost estimates for the construction materials and moving forward with the design concept.

Public Comment:

Thelma McMullen is concerned that the maintenance crew would be in over their heads and wondered if we should consider using a contractor instead.

Ursula Boudart feels using a company with experience would be best as their work would be guaranteed. She also stated that storm water runoff down Baltimore Street is a problem.

Val Hahn is requesting information regarding the breakwater design. Mr. Lightner will send her the requested information. She also wonders if the rock will cause erosion. Ms. Hahn feels the Foot Log Park repair should be done by the maintenance crew.

Commissioner Capano made a motion to approve the concept design and get cost estimates for the construction materials, seconded by Commissioner Elmer, Approved 5-0.

NEW BUSINESS:

Town Hall RFP - Bryan Lightner: The idea is to get creative concepts and maintain the historical appearance for the addition to Town Hall. The scope of work would be for the addition which includes the Post Office as well as renovating the existing structure as public meeting space. The designs created by Richard Mahan from two years ago were used as suggestions for the square footage of the addition, which is to be 2,000 square feet.

Commissioner Capano moved to advertise the RFP with a modified date schedule. Commissioner Fields seconded. The motion was approved 5-0.

Arbor Day Event – Bryan Lightner: The event will be held on Friday, April 29th in Avalon Park. The fifth graders from Charlestown Elementary School will assist in planting 100 trees in four locations on Lot B. The trees are part of the landscaping mitigation requirement for the parking lots that were built on Lots A & B last year.

By observing an Arbor Day event and tree planting, Charlestown would fulfill part of the criteria to receive the Tree City USA designation from the Arbor Day Foundation. Mr. Lightner will share with the Commissioners the other criteria, to see if they're interested in pursuing the designation for the Town.

River Sweep is scheduled for Saturday, April 23rd and will include clean up at the beach at Stone Wharf/Long Point, Sandy Beach, and Foot Log Park. This is part of the Lower Susquehanna Heritage Greenway's shoreline cleanup day initiative. Rain or shine, the event runs from 8:30 AM to 1:00 PM.

Route 7 Cleanup is scheduled for Saturday, April 30th beginning at 8:30 AM. Mr. Lightner has arranged for a SHA truck to be available that day. Over two tons of trash was collected last year.

Fire Company – Commissioner Capano: Charlestown Fire Department is a community fire department. It covers the Charlestown district. Last year the department received a total of \$50,000.00 from the Town, \$20,000.00 from the Town’s budget and the remaining \$30,000.00 from the Covid Relief monies. This year the department is requesting 10% of the Covid Relief monies as their fiscal year 2020/2021 budget has increased. They are purchasing a used ambulance for \$90,000.00. Additional expenses to outfit the ambulance are:

ALS Equipment	\$20,000.00
Step Up Gurney	\$20,000.00
Other Equipment	\$ 7,260.00

They also need to replace five sets of turn out gear each year at a total cost of \$19,500.00.

Operation of the fire boat is also an expenditure. This year the request is for \$90,000.00, \$20,000.00 from the Town and the remaining \$70,000.00 from the Covid Relief monies.

Commissioner Elmer thinks we should help the fire department. President Fockler agrees but is also concerned with the Town’s aging infrastructure. He is also concerned that the fire department’s responsibility stretches beyond Charlestown Town limits. Mr. Barrow said it would be \$100,000.00 per year to hire a part-time paramedic and that the warehouses around the Principio Business Park do not provide funding for the fire department. Commissioner Wood agrees that the warehouse companies should donate something.

Public Comment:

Thelma McMullen thinks we should support the fire department but that the fire department should also support the community. She suggested that the fire department could support the community, similar to other fire companies, such as the Hacks Point Oktoberfest.

Val Hahn is in favor of the second ambulance but wants the warehouses to help too. She would like to see more people in the community become fire department volunteers.

Mary Culver suggested the fire department hold some fund raisers to gain additional funding for their needs.

Trey Giraldi agrees with the funds being given to the fire department but feels the fire department should do more for the community and help the Town with events.

Commissioner Capano pointed out that the fire department does not have a commercial kitchen so a pancake breakfast or the like would have to be catered.

Mr. Barrow said last year there were 300 calls that were handled by 8 – 10 volunteer staff and only 2 calls were dropped.

Ursula Boudart feels the fire department could do some fund raising for additional support.

Commissioner Elmer made a motion to fund the fire department with a total of 10% of the Town’s Covid relief monies - \$20,000.00 from the Town budget and \$70,000.00 from the Covid Relief monies for a total of \$90,000.00 in Fiscal Year 2023.

Commissioner Capano Seconded. The motion was approved 5-0.

Water Pressure – Commissioner Wood: Complaints have been received about water pressure in homes in Cool Springs and Trinity Woods and Commissioner Wood thinks a new water tower might help.

President Fockler asked that Mr. Lightner coordinate with the Town engineer and Water system operator to test the water pressure in the nearby hydrants and hose bibs of the affected residences. Per Mr. Lightner, water testing is scheduled for Thursday, April 14th. President Fockler said after the testing, determination can be made as to what solution might be best. The Town engineer, Chris Rogers, said the minimum pressure range designed for Cool Spring should be 40 PSI. The scheduled water pressure testing will be fact finding and troubleshooting.

This is the end of new business.

Commissioner Wood stated the playground on Clemency Drive needs attention. She also said the house on the corner of Revelation Road and Clemency Drive needs to be addressed. Mr. Lightner said both of these items are on the list of things to do. Commissioner Wood said Mr. Stewart is donating big rocks for the Old Lot #1 and Old Lot #2 Cemeteries for which she is following up on the plaques. A suggestion was made for the possibility of placing a rock and plaque at the Ice House and Tory House as well.

Public Comment:

Pauline Bryant said Sandy Beach has been cleaned of debris. She requests that a fence be installed between the park and Mr. Speakman's property and provide a picnic table. President Fockler stated a property survey and cost estimate would be needed before a fence could be installed. She suggested the camera at Veteran's Park be moved as the park sign was backed into. Mr. Lightner said a camera for the beach side is on order.

Robyn Rowe suggested the Town implement a severe weather or emergency alert available via text or email blast. President Fockler said it would be looked into and discussed. She also stated that speed bumps were needed on Water Street but that the ones the Town owns are not conducive to using with trailers as the trailers could come unhitched from their vehicles.

President Fockler suggested putting out a community survey on reducing speeding along Water Street.

Thelma McMullen suggested stop signs, painting on the street, or possibly the use of rumble strips to slow traffic on Water Street.

President asked for a motion to adjourn.

Commissioner Capano made the motion to adjourn.

Commissioner Fields seconded the motion.

The motion was approved 5-0.

The meeting adjourned at 8:27pm.

Executive Session to follow.

Respectfully submitted,

Kathy SanDoe
Town Clerk