

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

**May 24, 2022**

**6:00 PM**

**Town Hall, 241 Market Street and via Zoom**

**In attendance:** Karl Fockler, Renee Capano, Jeff Fields, Lou Wood, Curtis Elmer, Bryan Lightner, Julie Campagna, Kathy SanDoe

**Public:** Katie Fortune, Rosie Bott, Pauline Bryant

**Via Zoom:** Ursula Boudart, Steve Troegler, Thelma McMullen, Michael F., Robyn Rowe, Jen Cook, Debra McMahan, Mary Culver, Paul and Ruth Hanneman

President Fockler called the meeting to order at 6:01 PM.

The Pledge of Allegiance was led by Katie Fortune.

Approval of Minutes – May 10, 2022 – Charlestown Commissioners

Commissioner Capano asked that “executive session” be changed to “emergency executive session”. Commissioner Capano motioned to approve the minutes with the change and Commissioner Fields seconded. Approved 5-0.

Accounts Payable Review – Charlestown Commissioners

Commissioner Fields motioned to approve the \$26,686.83 Accounts Payable. Commissioner Wood seconded the motion. Approved 5-0.

**Old Business**

**AECOM Agreement – Bryan Lightner:** Discussion ensued regarding the updates made to the agreement, what the agreement covered, and whether or not to approve the agreement. It was suggested that even if the agreement is approved, other engineering companies could be hired to perform work for the Town. For example, reviewing stormwater management plans for phase two of Scott Gardens is not included in the agreement. Commissioner Capano motioned to approve the AECOM agreement. Commissioner Elmer seconded the motion. Approved 4-1. Commissioner Wood was not in favor.

**Noise Ordinance Amendment – President Fockler:** The current ordinance specifies the cut off for louder noises for commercial properties is 9:00pm. Discussion continued for extending the cut off to 11:00pm Friday, Saturday and holidays, and to have the daytime hours be from 7:00am to 9:00pm Sunday through Thursday for both commercial and residential and 7:00am to

11:00pm Friday, Saturday and holidays. Exemptions from the State will be included in the revised ordinance. The Town Attorney will be asked to review the proposed revisions. Any noise issues will be complaint driven and investigation would need to be performed by a certified expert, with the proper equipment, in order to proceed to District Court, if necessary. Commissioner Wood asked that fireworks be limited to holidays only.

#### Storm Water Management – Bryan Lightner:

Commissioner Capano and Mr. Lightner met with Mr. Mike McGuirk to tour the Town to address storm water management issues. Some culvert pipes are clogged and need to be cleaned out to allow stormwater to move easier. Some of the existing road crowns need to be ground down to lessen the velocity of stormwater reaching the swales. Mr. McGuirk can provide cost estimates to repair some of the storm water management system throughout Town. An assessment will be performed using projected rainfall amounts for the whole Town, and a plan will be developed with project designs, so that construction projects can be bid out. It was suggested that some of the Covid relief funds could be used to complete the projects. Mr. Lightner pointed out that detention basins on Town land, and new swales throughout the watershed, will be needed. It is also necessary to look at current regulations, such as driveway permits, to be sure culvert pipes under driveways are constructed in line with Town standards and do not hinder the flow of stormwater. Commissioner Capano mentioned there are two sink holes near Grace Road that need immediate attention. Commissioner Capano made a motion to develop an RFP for a Watershed Master Plan and Commissioner Wood seconded. Approved 5-0. Commissioner Capano motioned to repair the sink holes on Grace Road immediately with others to follow after obtaining cost estimates for similar urgent issues. Commissioner Fields seconded. Approved 5-0.

#### Scott Gardens Detention Basin – President Fockler:

Settlemyre will charge between \$2,000.00 and \$3,000.00 to clear the Scott Gardens detention basin of woody vegetation. An estimate is needed for clean up outside the fence on the Route 7 side. Mr. Lightner stated an estimate is still needed to replace the fence surrounding the detention basin. While the Scott Gardens HOA is inactive, the HOA still owns the storm water management basin and the residents of Scott Gardens are responsible for maintenance. Once the storm water management ponds are cleaned out, the Town will provide yearly inspections of the facility. Commissioner Capano motioned to clear the Scott Gardens detention basin and Commissioner Elmer seconded. Approved 5-0.

Commissioner Capano mentioned the need for inspections of the Trinity Woods detention basins and AECOM will be asked to perform the inspections and provide some feedback on future maintenance. Commissioner Capano motioned to inspect the detention basins at Trinity Woods and Commissioner Elmer seconded. Approved 5-0.

#### 2022 Events Survey – Mary Culver:

There were 179 responses to the 2022 Events Survey, thanks in part to Katie Fortune for assistance in forwarding the survey to families through the school. Some of the top events

identified were Riverfest, Farmer's Market, Strawberry and Apple Festivals, Christmas Tree Lighting, Food Trucks, Ice Cream Social, Halloween Parade/Trunk or Treat, and Bingo Night at the Fire Hall. Sixty-nine residents volunteered to assist with the events. An events committee will be established to begin setting up dates and developing events, using some of the same times each year. President Fockler thanked Mary for creating the survey and sharing the results.

### **New Business**

FY 2023 Budget – President Fockler:

The FY 2023 Budget will be similar to FY 2022 with some increases. There is still Covid relief money that needs to be allocated. There appears to be a drop in Honor Box revenue, which could be due to the parking that moved to Avalon Lot B last year. Per President Fockler and Mr. Lightner, the rental price has been lowered for the 630 Water Street property and interest has increased dramatically. A personnel increase of 5% for cost of living is provided in next year's budget, along with two seasonal, part time park ranger positions. Park Rangers will be employed to help provide Town presence and customer service at our parks during the summer weekends. They will also enforce parking rules. The hourly rates for the Sheriff's Office increased, and their hours of coverage will be roughly the same. A budget increase was suggested for both senior and children's events. From the Covid relief funds, \$50,000.00 was set aside for the Town Hall renovation designs. Approximately \$678,370 has been allocated for stormwater management. The Charlestown Fire Department will receive a total of \$100,000.00 over two fiscal years. Shoreline erosion control projects will receive \$250,000.00 and repairs to the water system were allocated \$50,000.00. Additional expenses could be supplemented with grant money. Commissioner Capano motioned to approve the budget with amendments and Commissioner Fields seconded. Approved 5-0.

Proposed Hirings/Maintenance & Park Ranger – President Fockler:

Craig Alevato was recommended by the interview panel for the Maintenance Worker position and he will be available to begin full time in two weeks. Commissioner Capano motioned to hire Mr. Craig Alevato and Commissioner Elmer seconded. Approved 5-0.

Ms. Teresa Chestnut was recommended by the interview panel for the Park Ranger position. She carries herself with authority and will be good for the job. Commissioner Capano motioned to hire Teresa Chestnut and Commissioner Fields seconded. Approved 4-0, with Commissioner Wood abstaining.

A new member is needed for the Planning and Zoning Commission as Mr. David Jarinko has retired. Ms. Robyn Rowe and Ms. Ursula Boudart (who is also on the Board of Appeals) would like to be considered for the position.

Commissioner Wood motioned to nominate Ms. Rowe to fill the position and Commissioner Elmer seconded. Approved 5-0.

Sustainable Community Action Plan Renewal – Bryan Lightner

The original plan was developed and adopted five years ago. The renewal application is due by July 1, 2022. It needs to be reviewed by the Commissioners and any comments from the public are also welcome. The plan includes themes on the environment, economy, transportation, housing, quality of life, community health, and local planning and staffing capacity. There is a proposed area for expansion of the Sustainable Community boundary, along Carpenter's Point Road, and adjacent to Holloway Beach. The Town-owned land is currently underutilized and could be considered for Senior housing. The Commissioners will review the plan and the staff will advertise to the community for comments prior to the next meeting.

#### Golf Cart Ordinance – Bryan Lightner

Mr. Lightner stated that the Town Ordinance prepared last year is contingent upon approval from the General Assembly. State Delegate Kevin Hornberger's shared HB193 with us, which was passed this year to allow for some towns in Dorchester County to use golf carts on public streets, following certain conditions. We might consider simplifying our ordinance, to be similar to HB 193, and ask for the State Delegate to submit on behalf of Charlestown next year. Commissioner Wood suggested the golf carts should be equipped with lights, seatbelts, horns, and drivers need to have valid driver's licenses. President Fockler said HB193 should be reviewed and any thoughts sent to Mr. Lightner to compile for the next Commissioner's meeting. Our ordinance package could then be sent to Delegate Hornberger for consideration.

President Fockler said the next Commissioner's meeting is scheduled for June 14<sup>th</sup> which is during the MML Conference. While the meeting could be moved to June 7<sup>th</sup>, it is historically skipped. Commissioner Capano motioned to skip the June 14<sup>th</sup> meeting and Commissioner Fields seconded. Approved 5-0.

Commissioner Wood mentioned the upcoming MML Quarterly meeting and dinner will be hosted by Charlestown July 21<sup>st</sup> at the Wellwood. Jeannette Armour will speak to the members about the history of the Ice House.

Mr. Lightner spoke regarding the retaining wall at Foot Log Park. The fill dirt, rock, and logs will cost \$15,000.00. The consulting engineer's construction supervisor will be \$10,000.00, and they would work with the Town's maintenance staff.

Commissioner Capano stated that the proposed breakwater planned for the cove off the beach may not be approved, since there are anadromous fish species in the area.

#### Public Comment:

Ms. Pauline Bryant – Fireworks remain an issue from May to October. Someone was shooting off fireworks at 12:04 AM. Be prepared for July 4<sup>th</sup>. Commissioner Wood – called the Sheriff's Office. Fireworks were set off on the wharf. She also noted that stormwater is eroding Sandy Beach.

Ms. Rosie Bott asked for an update on the cemetery signs. Commissioner Wood is looking into alloy signs that look like bronze but are less expensive. The signs will be “Old Lot 1” and “Old Lot 2”. The rocks are available, and we’re just waiting on the signs. Ms. Bott noted a family was seen swimming at the Stone Wharf and she suggested signs be installed for “Swim at your own risk”, as lifeguards are not provided by the Town.

Mr. Scott McMahon applauds the Town for taking action against gunfire which is random at night as this causes problems for Veterans. Commissioner Wood and Commissioner Elmer agreed that they also have heard the gunfire and acknowledged PTSD is a problem for the Veterans in Town.

Ms. Thelma McMullen and Mr. Steve Troegler wanted to know the estimated start date for the Foot Log Park project. Commissioner Elmer motioned to start the project and Commissioner Fields seconded. Approved 5-0.

Ms. Ursula Boudart suggested that the Town needs different contractors to handle the stormwater problems in Town, including the erosion problems at Foot Log Park.

Commissioner Wood motioned to adjourn the meeting and Commissioner Capano seconded. Approved 5-0.

The meeting adjourned at 8:52 PM.

Respectfully submitted,

Kathy SanDoe  
Town Clerk