



Legislative Meeting
Tuesday, April 14, 2026
6:00 PM
Town Commissioners
241 Market Street
Town of Charlestown, MD 21914

CALL TO ORDER

Attendee Name	Organization	Title	Status	Arrived
Renee Capano	Charlestown	President	Present	6:00 PM
Rob Rinehart	Charlestown	Vice President	Present	6:00 PM
Richard Mahan	Charlestown	Treasurer	Present	6:00 PM
Tom Costanzi	Charlestown	Commissioner	Present	6:00 PM
Tracey Moore	Charlestown	Commissioner	Present	6:00 PM
Ken Hamilton	Charlestown	Town Administrator	Present	6:00 PM
Kathy SanDoe	Charlestown	Town Clerk	Present	6:00 PM
Kim Watters	Charlestown	Asst. Town Admin.	Present	6:00 PM

STAFF IN ATTENDANCE: Renee Capano, Rob Rinehart, Richard Mahan, Tom Costanzi, Tracey Moore, Ken Hamilton, Kathy SanDoe, Kimberly Watters

PUBLIC IN ATTENDANCE: Tammy Hamilton, Jane Bellmyer,

ZOOM ATTENDEES: Mike Brigalia, Dennis Dobay, Bob Jones, Dennis Wood, Lou Wood

President Capano called the meeting to order at 6:00 PM in Town Hall, 241 Market Street, Charlestown, MD 21914.

PLEDGE OF ALLEGIANCE

Ken Hamilton led the Pledge of Allegiance.

ITEMS PRESENTED BY THE PRESIDENT

- A. No Old Business
-

AGENDA

1. Approval of March 10, 2026 and March 24, 2026 minutes.
 - a. Approved - Unanimous
 - b. Commissioner Mahan motioned to approve the March 10, 2026 minutes.
 - c. Commissioner Costanzi seconded.
 - d. Approved 4-0: Capano, Rinehart, Mahan, Costanzi, with 1 abstention - Moore
And
 - e. Approved - Unanimous
 - f. Commissioner Mahan motioned to approve the March 24, 2026 minutes.
 - g. Commissioner Costanzi seconded.
 - h. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
2. Approval of Accounts Payable.
 - a. Approved - Unanimous
 - b. Commissioner Costanzi motioned to approve the Account Payable of \$116,959.54 with no grant reimbursement.
 - c. Commissioner Moore seconded the motion.
 - d. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
3. Budget Discussion – Commissioner Mahan
 - a. The budget works off the general revenue of \$2,098,547.
 - b. A line-by-line overview was provided.
 - c. The public will be given the opportunity to weigh in on the proposed budget prior to acceptance by the Board of Commissioners.
4. Appointment of New Election Board Member
 - a. The potential candidates are Charles Pens and Lou Wood.
 - b. Approved - Unanimous
 - c. Commissioner Mahan motioned to nominate Charles Pens.
 - d. Commissioner Rinehart Seconded.
 - e. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
 - f. Lou Wood responded with expletives to Commissioner Mahan's reason for his

nomination of Charles Pens.

5. Tower Pointe Update
 - a. All paperwork is with the attorneys.
 - b. If all goes well, closing could occur on April 30th.
6. Tax Rate Approval
 - a. The tax rate is \$0.3313/\$100.00.
 - b. The budget is based on the current tax rate.
7. Lee's Marina Lease
 - a. The contract has been rewritten.
 - b. The price will be 6% of the assessed property value.
 - c. The contract will be reevaluated every five years.
 - d. The 25-year extension begins when the contract is signed by both Tom Brittingham and his daughter.
 - e. Tom will take care of maintenance and upkeep, replacing boards as needed and upgrading the restrooms
 - f. A new bulkhead will be installed.
8. MML Resolution Sign and Approve
 - a. The resolution establishes a task force and tells the State it needs to share tax revenue funds with local governments.
 - b. The resolution made it out of the House committee and is now in the Senate for next year.
 - c. President Capano will sign the resolution.
9. Tasker Lane RFP Posting
 - a. Approved – Unanimous
 - b. Commissioner Rinehart motioned to post the RFP as written
 - c. Commissioner Costanzi seconded
 - d. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
10. Building Permit Fee Increase
 - a. Surrounding Towns charge an average of \$0.35 per square foot of new builds and additions.
 - b. Currently, the Town of Charlestown charges \$50.00 for new builds and additions.
 - c. The change in the permitting fees would not begin until July 1, 2026.
 - d. The new Scott Gardens addition builders will have to fund the infrastructure.
11. Sewer System
 - a. The Avalon Pump Station pump needs to be replaced
 - b. The County does general maintenance on the sewer system, while Charlestown does the rest.
 - c. The County gives the Town a 25% discount for sewer and does Miss Utility markings for sewer lines.
12. Funds for IT
 - a. Funds will need to be added to the budget for IT coverage.
 - b. VC3, a cybersecurity company, provides 24/7 coverage, with a 30-second wait time on the phone.
 - c. Each account is assigned a personal representative.
 - d. The monthly fee would be \$1,200.00 to \$2,000.00 per month.
13. Park Ranger Position Posting and Name change
 - a. After discussion, Park Groundskeeper is the new name.
 - b. The position includes providing information to people visiting the parks, pick up trash and

check the restroom supplies and cleanliness.

14. Post Office Lease

- a. Per David Beste, the Town can ask for a bump in the lease terms.
- b. Commissioner Mahan, Ken Hamilton and Julie Campagna will work together on the increase.

PUBLIC COMMENT

1. Dennis Wood said he was offended by Commissioner Mahan's opinion.
 2. Lou Wood said she was offended also. She is going to file an ethics violation with the Ethics Board against Commissioner Mahan.
 3. Commissioner Costanzi praised the dedication shown during the Rt 7 water main break. This break shows how fragile the system truly is. It was a coordinated effort, and he shared kudos to all. The pressure began rebuilding in the water tower by early to mid-afternoon.
 4. Ken Hamilton stated 500 gallons of water was lost per minute which is why the water to the Town was shut off during the repair.
 5. Commissioner Mahan suggested installing dusk to dawn signs at the fishing pier and boat ramp.
 6. President Capano noted the police pulled over numerous cars by the church. Residents have requested speed bumps in Trinity Woods. Temporary speed bumps will be installed before the stop signs at Revelation Rd and Salvation Circle per petition from the residents.
 7. Ken Hamilton moved a speed sign from Louisa Lane Extension to Revelation Road.
-

ADJOURN

Motion to adjourn

Approved: Unanimous

Mover: Commissioner Moore

Seconder: Commissioner Costanzi

Approvers: Capano, Rinehart, Mahan, Costanzi, Moore

Meeting moved at 7:17 PM.

Respectfully submitted by Kathy SanDoe, Town Clerk