



Legislative Meeting
Tuesday, August 11, 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, Robert Rinehart, Richard Mahan, Tom Costanzi, Ken Hamilton, Kathy SanDoe, Kimberly Watters

PUBLIC IN ATTENDANCE: Tammy Hamilton, Jane Bellmyer, Robin Murhutta - Gordian

ZOOM ATTENDEES: Amanda Polskitis, Cole Statler, Heather Jones, Brandon Lang, Darla Ward, Ron Cagle

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

PLEDGE OF ALLEGIANCE

Ken Hamilton led the Pledge of Allegiance.

ITEMS PRESENTED BY THE PRESIDENT

- A. No Old Business
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AGENDA

1. Approval of July 14, 2026 and July 28, 2026 minutes
 - a. Approved - Unanimous
 - b. Commissioner Mahan motioned to approve the July 14, 2026 and July 28, 2026 minutes.
 - c. Commissioner Costanzi seconded.
 - d. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore
2. Approval of Accounts Payable.
 - a. Approved - Unanimous
 - b. Commissioner Costanzi motioned to approve the Account Payable of \$170,113.17, with \$124,830.27 general expenses, \$45,282.90 utility expenses. There were no grant expenses.
 - c. President Moore seconded the motion.
 - d. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore
3. Charlestown Sandy Beach – Coastal Plain Outfall and Living Shoreline: Underwood Staff - Amanda Poskaitis, Cole Statler, Heather Jones and Brandon Lang
 - a. The plan will intercept, slow and treat stormwater and reduce nuisance flooding along Calvert and Conestoga Streets. It will also reduce shoreline erosion of Sandy Beach and improve water quality before it drains into the river. The plan includes culverts connected to vegetated bioswales, step pools and stone systems, cobble riffles, sand and gravel filter beds and vegetated headlands. This will improve the ecological habitat for fish, shellfish and wildlife. By creating a cove, it will dissipate wave energy, and the gentle sloping design will slow the wave action. The idea is to maintain and protect the beach and should not impact the nearby pier. The current plan is mostly funded by a CBT grant. A meeting at low tide with Underwood will be scheduled with residents in the affected vicinity. To retain the grant funding, the project needs to stay with a nature-based approach. To go underground with pipes would be Town funded. The cost of the project with the bioswales is \$297,643.00 and does not include asphalt replacement. The bioswales would be within the Town easements. Projects of this type begin at the outfall and move up. An onsite visit is needed for further

review. Havre de Grace has one of these projects if anyone is interested. A possible schedule for the project is: September 1st – Apply for a joint permit application, October 15th – Get comments from agencies, November 15th – Reply to comments, December 1st – Submit local permits.

4. Gordian – Robin Murhutta

a. Gordian is through the Maryland Department of General Services. It is Cooperative Job Order Contracting (JOC). Since the program is through the State of Maryland, it helps to get State contracts. It is especially helpful with time sensitive for an RFP. They build America and buy America. There is no cost to Charlestown until a Purchase Order is issued. There would be a 5% fee for the cost of construction. The State oversees what Gordian charges. There would be two Purchase Orders – one for Gordian for administration and one for the contractor.

5. Permanent Speed Bumps in Trinity Woods

a. There was discussion about removing the temporary speed bumps in Trinity Woods and installing permanent ones to deter speeding through Trinity Woods. The temporary speed bumps helped to slow speeding and redirected Cool Springs traffic. The possibility of adding poles next to the speed bumps to prevent drivers from going around the speed bumps.

b. Approved – Unanimous

c. Commissioner Moore motioned to install permanent speed bumps in Trinity Woods.

d. Commissioner Costanzi seconded the motion

e. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore

6. C-Dock Vote

a. The transient boat is still in the slip. It has turned around and is now running. They have been told to leave the dock.

b. This year ten slips are unfilled. President Capano sees selling C-Dock as a revenue loss. Commissioner Rinehart has concerns with keeping it and future upkeep. Commissioner Moore said selling C-Dock puts maintenance and repairs on the buyer or lessee. The Town attorney agreed that C-Dock can be sold.

c. Approved - 4-1

d. Commissioner Mahan motioned to sell C-Dock.

e. Commissioner Rinehart seconded the motion.

f. Approvers: Rinehart, Mahan, Costanzi, Moore voted Yes; Capano voted No

7. Test Pilot for Data Loggers (Water System) – Ken Hamilton

a. The data loggers are from 540 Technologies. The data loggers sit on hydrant valves. They are acoustic – listening devices. By using the test pilot, it will be possible to get normal sounds for different pipes. Ductal iron pipes carry sound up to a quarter mile, while PVC pipes are closer together. The 30-day trial will come with full access to the program. The cost is \$12,000.00 for ten data loggers for three years. The data loggers have a shelf life of five to seven years. The data loggers can be moved and the system is expandable. If the data loggers are installed at the end of August, the trial period can run through September.

8. Amended Budget – VC3 Add

a. \$25,000.00 was added to the IT Professionals account. The money was moved from the Reserve Fund.

9. Board Appointment for Historic and Planning & Zoning Board.
- a. Approved – Unanimous
 - b. Commissioner Costanzi motioned to appoint Doug Mullins, an Architect, to the Historic Board.
 - c. Commissioner Rinehart seconded the motion.
 - d. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore
 - e. Approved – Unanimous
 - f. Commissioner Mahan motioned to appoint Michael Briglia to the Board of Appeals.
 - g. Commissioner Costanzi seconded the motion.
 - h. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore
 - i. Commissioner Rinehart motioned to appoint Crystal King to the Planning & Zoning Board.
 - j. Commissioner Costanzi seconded the motion.
 - k. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore
 - m. Commissioner Rinehart motioned to appoint Bob Little to the Planning & Zoning Board.
 - n. Commissioner Costanzi seconded the motion.
 - o. Approvers: Capano, Rinehart, Mahan, Costanzi; Moore Abstained
10. Ice House Door
- a. Sonny Diamonte had the door to the Ice House replaced for \$1,420.00. He requested reimbursement for half the cost.
 - b. Approved – Unanimous
 - c. Commissioner Mahan motioned to approve reimbursement of \$710.00 to Sonny Diamonte.
 - d. Commissioner Costanzi seconded the motion.
 - e. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore
11. Historic Name Change to Architectural Review Board Discussion
- a. Most homes in the historic area are not historic. There was discussion of districts. The Historic Board is talking about making a document for different areas, more than just colonial aspects.
 - b. Approved – Unanimous
 - c. Commissioner Mahan motioned to change the name of the Historic Board to Architectural Review Board.
 - d. Commissioner Costanzi seconded the motion.
 - e. Approvers: Capano, Rinehart, Mahan, Costanzi, Moore

PUBLIC COMMENT

- 1. Darla Ward said it was a great meeting and thanked the Board for keeping the public informed. An awesome job.
- 2. Ken Hamilton brought up the Town's long-term debt. Following discussion with Julie Campagna and Commissioner Mahan, it was noted that it is costing the Town about \$70,000.00 a year due to high interest rates. President Capano and Commissioner Costanzi

- will investigate paying off Town loans/bonds.
3. Commissioner Rinehart thanked the department of Public Works for finishing the bulkhead and help with the downed Comcast wire.
 4. Commissioner Mahan said the sign by the Tory House has been cleaned.
 5. Commissioner Costanzi noted the new signs at the Veteran's Park beach.
 6. President Capano passed around a thank you note from Salute to Veterans for the Town donation toward the July 3rd fireworks.
 7. President Capano said the Charlestown Fire Department was holding their annual banquet on September 19th. It is a crab feast to which the Commissioner are invited. Havre de Grace and North East Fire Departments will be on standby. The Town of Kennedyville has the original Charlestown fire truck and will bring it for display during the banquet.
 8. President Capano noted there is a MML Town Hall on October 8th.
 9. Commissioner Costanzi will miss the August 25th meeting and both meetings in October.
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ADJOURN

Motion to adjourn

Approved: Unanimous

Mover: Commissioner Moore

Secunder: Commissioner Costanzi

Approvers: Capano, Rinehart, Mahan, Costanzi, Moore

Meeting moved at 8:12 PM.

Respectfully submitted by Kathy SanDoe, Town Clerk