



Legislative Meeting
Tuesday, February 10, 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	Absent	
Richard Mahan	Charlestown	Treasurer	Present	6:00 PM
Tom Costanzi	Charlestown	Commissioner	Present	6:00 PM
Jackie Akers	Charlestown	Commissioner	Absent	
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, Richard Mahan, Tom Costanzi, Ken Hamilton, Kathy SanDoe, Kimberly Watters

PUBLIC IN ATTENDANCE:

ZOOM ATTENDEES: Gentlemen from Tower Point, Robyn Rowe, Michael Briglia

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

PLEDGE OF ALLEGIANCE

Commissioner Tom Costanzi led the Pledge of Allegiance.

ITEMS PRESENTED BY THE PRESIDENT

- A. No Old Business
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AGENDA

1. Approval of January 13, 2026 and January 27, 2026 minutes.
 - a. Approved - Unanimous
 - b. Commissioner Mahan motioned to approve the January 13, 2026 and January 27, 2026 minutes.
 - c. Commissioner Costanzi seconded.
 - d. Approved 3-0: Capano, Mahan, Costanzi
2. Approval of Accounts Payable.
 - a. Approved - Unanimous
 - b. Commissioner Costanzi motioned to approve the Account Payable of \$155,792.70, and \$2,888.00 grant reimbursement.
 - c. President Capano seconded the motion.
 - d. Approved 3-0: Capano, Mahan, Costanzi
3. Tower Point - ? & ?:
 - a. Tower Point is the largest purchaser of water tower leases. They would become a partner of a long-term purchase lease and the Town would receive guaranteed funds. There are exit clauses of 30 to 60 days. Maximum value is provided for the lease upfront or there is an option for a payout structure. Tower Point assumes the risk. Currently there are two leases on the water tower – AT&T with a 3% revenue stream and Verizon with 2%. The agreement with Tower Point would buy out both leases for the lifetime of the leases. Any additional leases that may come on board would need space for their power source and share the profits 50 – 50 with the Town. The Town would have input on possible additional leases. Once an offer is made and accepted, due diligence will follow. Closing would occur within 14 days after all input is complete. The purchase price of 1.2 million dollars would be paid in a lump sum to the Town. This mirrors the current leases for the lifetime of the site, an equivalent of 99 years in perpetuity. A sunset clause begins when AT&T and Verizon leave. Tower Point would have five years to obtain another carrier and would negotiate top dollar rent with the new carrier and share the profit with the Town 50 – 50. Tower Point will provide testimonials and references. They would pay closing costs, due diligence, etc. while the Town pays the legal fees. The Town would have to agree with Tower Point in good faith. An easement will give full access to the top of the water tower to Tower Point, while the

Town retains total control of the water tower and land. The Town may not disrupt the cell sites. The Town would need to check with Tower Point if a banner was to be installed on the water tower, to be sure there is no interference with the cell sites. Professional site input is available. Full liability for the leasing is covered completely by Tower Point. Maintenance of the water tower remains the Town responsibility. Tower Point has a legal team to help if needed. It appears to be a straightforward transaction. A kickoff call will explain the due diligence requirements. With a clean title to the water tower, closing could occur in 30 to 40 days. A draft copy of the lease agreement will be provided for the Town attorney. The Tower Point attorney is willing to call the Town attorney to work through the agreement.

4. RFP Discussion – Ken Hamilton:

- a. Generations Roofing and Remodeling is the recommended bidding contractor. The total of the bid is \$13,215.00. Commissioner Costanzi agrees.
- b. The discussion is tabled while a decision is made regarding Tower Point.

5. 25 Year Plan - Ken Hamilton:

- a. The projects by priority are:

1. Stormwater Management/MS4 – Must be completed by June 2027

Dewberry Engineering was commissioned to create a comprehensive Stormwater Management Plan and the Charlestown Watershed Master Plan. There are active Stormwater Projects. Stormwater cleanout has helped greatly. These items have been designed and need to be completed – street sweeping, underground rain garden and Calvert Street outfall. Backflow preventers will help to reduce storm surge. Cleaning out the storm drains have and will improve water runoff. Spring rains will determine where further work is needed. Grant applications have been filed to help fund the projects. Rain gardens will be added to the ordinance for builds. Fireman’s Field adding underground pipes with a multigenerational park at the surface.

3. Water Supply System

The water system was built in 1990. Repairs due to water main breaks and leaks have been costly. The Town has purchased and installed emergency generators. The control panel on the water tower has been upgraded. A building was constructed over the valve pit to meet current OSHA safety standards. The 2024 Annual Drinking Water Quality Report was received in July 2025. The 2025 report will be available in July 2026. It appears local mining operations and Artesian Well #5 are affecting the aquifer. The SSM Group and DNR continue to monitor the well situation. The Town has permits for three wells and would need an additional permit for a fourth well. The current water capacity can support 367 new homes plus a two-hour fire event. Preferably a 200-home cap. The water tower tank level was raised from 32 feet to 36 feet, which is an additional 50,000 gallons for a total of 460,000 to 465,000 gallons. This will increase water pressure by half a pound. New State housing regulations will override Town regulations. Expenditures need to be set aside for upkeep of the water system, including frequent inspections of the system, continued repair of water main breaks and replacement of aging pipes, valve replacement and upgrading to smart valves, replacement of copper laterals with black poly and increase pipe diameter and flow to meet Town fire standards. The life expectancy for poly pipes is 50 years. With new builds, owners will be given a

choice to install a tank in the basement or a large pipe for the fire suppression system. Low/high water tank alerts and continuous flow alerts are now sent to phones. This way any leaks can be addressed promptly.

4. Sewer System

Cecil County built the sewer system in 1966 and turned it over to the Town the same year. Tasker Lane has a temporary repair and a permanent solution is in progress. Veteran's Park – a control panel has been ordered so the pump station can be removed.

4. Park improvements

5. Town Hall Renovations

6. Water Meter Update – Ken Hamilton

a. Six to seven meters still need to be looked at. The Town is working on merging meters. LB Water and Edmunds need to speak for utility billing to work correctly.

b. Reset alarms so Bobby can reset them.

c. 80 meters have been replaced and the information updated in Edmunds.

d. The team is working together to complete the changes.

7. Fire Department Donation

a. A request has been received asking for a donation to the Fire Department for their ambulance.

b. Past donations have included a Firefighter Tax Credit of \$300.00, Young at Heart \$2,500.00 and \$5,000.00 for Colonial Charlestown.

1. Approved - Unanimous

2. Commissioner Costanzi motioned to approve \$300.00 for the Firefighter Tax Credit to eligible firefighters.

3. Commissioner Capano seconded.

4. Approved 3-0: Capano, Mahan, Costanzi

8. Mosca Designs

a. The summer pole lights need to be refurbished. The estimate to refurbish seven lights with C7 lights is \$4,097.00. The Town will take the seven lights to North Carolina to Mosca to be refurbished. Animated crab lights are \$1,200.00. Angelfish, trident and mermaid lights are also available. The Town will work with Delmarva Power to have outlets restored on nine telephone poles. It will cost about \$2,000.00 for D&D Electrical Services to install the electric on the poles.

1. Approved - Unanimous

2. Commissioner Costanzi motioned to approve refurbishment of seven summer lights and purchase of two crab lights for a total of about \$7,000.00.

3. Commissioner Capano seconded.

5. Approved 5-0: Capano, Mahan, Costanzi

9. Training for Bobby

a. Public Works Training has been scheduled for Bobby. The \$549.00 course runs three weeks twice a week for two hours each day.

10. LGIT – Antiharassment Training
 - a. Training will be scheduled for Staff, Board members and Volunteers.

PUBLIC COMMENT

1. The Ice House will be open on January 23rd from 4:00 to 6:00 pm with hors d'oeuvres following at The Wellwood.
 2. Commissioner Mahan and Ken Hamilton will work on Cecil 250 by providing a monthly write-up of historical Charlestown people. Flags celebrating 1776 will be considered. Possibly videos can be created to feature Charlestown history.
 3. RFPs have been sent. All bids are to be returned by January 30th. The pre-bid meeting is scheduled for this week.
 4. Final restoration of Tasker Lane is on track.
 5. Commissioner Mahan suggested expanding the 4th of July at the cannon into a formal ceremony. The Town will ask if the PVHS Drum Corps would be available for the ceremony. The Town app and Facebook can be used to share historical facts. On January 14, 1776, Lt. Col. Nathaniel Ramsey made captain. He was in the third regiment in the Maryland Line. He was married to M.J. Peale, daughter of Charles Willson Peale, who painted George Washington's portrait.
 6. Commissioner Mahan showed a picture of racoons inside the old laundromat. This will need to be addressed by owners of the property.
 7. President Capano reminded candidates that election candidacy packets must be submitted by 4:00 pm on January 30, 2026.
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ADJOURN

Motion to adjourn

Approved: Unanimous

Mover: Commissioner Mahan

Seconder: Commissioner Costanzi

Approvers: Capano, Mahan, Costanzi

Meeting moved at 7:38 PM.

Respectfully submitted by Kathy SanDoe, Town Clerk