



Budget Meeting
Tuesday, July 28, 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 Kennedy	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: Suzanne Fockler, Felecia Kennedy

ZOOM ATTENDEES: Karl Fockler, Alan Snyder

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

PLEDGE Of ALLEGIANCE

Kathy SanDoe led the Pledge of Allegiance.

ITEMS PRESENTED BY THE PRESIDENT

AGENDA

A. 630 Water Street – Felecia Kennedy

1. A fence had been erected at 630 Water Street. Felecia Kennedy asked for documentation. She wanted to have things made right. Ken Hamilton stated that he had stopped work upon seeing the installation. He was told by the tenant that he had permission, and it was approved by the Board. He said it had been approved in a meeting by Bryan Lightner. Ken checked with the Board President and was told to allow the installation. The tenant had a dog that had escaped the previous fence and attacked another resident's dog. The tenant paid for the fence and most of the chain link fence is still in place. Suzanne Fockler said the fence permit should have gone through the Historic Board. She said the blockade style fence blocked the view of the water and was concerned with the historical integrity and aesthetics. She stated replaced items should be in kind. Commissioner Mahan felt the dog on the property was a breach of contract. He said that the Historic board needs to develop guidelines and that Ken Hamilton is working on them. Ken noted that homes need to have stricter codes. Commissioner Costanzi said there is no enforcement ability in the ordinances and that the tenant should apply for an after-the-fact permit. He stated that the Town has historic elements though it is not a historic Town. President Capano noted that the Town no longer had an email trail for Bryan Lightner. She suggested putting the tenants on a month-to-month lease.

B. Veteran's Park Bathroom Disposition

1. Due to vandalism, the restrooms will be taken out of commission for the rest of the year. A Port-A-Pot will be moved from Avalon to Veteran's Park. Motion sensor cameras were suggested to assist in identifying any vandals/vandalism.

C. Boat Ramp Discussion – Commissioner Costanzi

1. The bunting needs to be repaired.
2. The bulkhead should be roped off.
3. A jet ski was on the beach which could endanger swimmers.
4. New signage is needed along the waterfront at Veteran's Park to replace the faded signs.

D. Frederick Street Repave – Ken Hamilton

1. Repaving to complete the Athletic Complex Drainage Project is scheduled for this week or next on Frederick St from Cecil St to Bladen St. Millings had originally been used to fill the hole which caused sinking. It has since compacted and the paving can be completed.

E. Ride Around for Potential Tree Hazards

1. A tree on Conestoga St needs to be trimmed.
 2. The ride will point out potential hazards in the Town right of ways.
- F. C-Dock Transient Slip #52 Update
1. A boat is tied off on C-Dock. It came from Charlestown Marina Dock C, Slip 9. We need money to rent the slip or the boat will be towed.
- G. Fishing Derby Sponsored by Michelle Kwoka
1. The Derby is scheduled for October 3, 2026 from 10:00 am to 2:00 pm at the Wharf.
 2. Contact Andy to see if food truck vendors can be provided.

PUBLIC COMMENT

1. Kimberly Watters said SMS Messaging through Constant Contact will send text messages to residents about urgent matters. No offers will be a part of this service. Residents will only receive the information the Town sends. The trial will cover up to 500 people. The Town will push the service for the next three to six months.
2. Kimberly Watters said the Water Tower was last painted in 2020. Basic painting is needed to bring it up to code.
3. Ken Hamilton stated the Town received the approval for the Frederick St Athletic Complex grant for \$159,000.00 grant.
4. Ken Hamilton noted two businesses had applied for the Façade grant.
5. Ken Hamilton mentioned Gordian. They work with local governments on RFPs without Town Funds. North East uses them. They meet the intent of the RFPs and removes the look of preferential possibility. They can't bid over what is approved. It might be good to use them for larger scoped projects. Will try to schedule online presence for next meeting.
6. Ken Hamilton reported that someone had been approaching residents in Trinity Woods about spraying for bugs.
7. Commissioner Moore asked why the Town is paying for the Sheriff's Department to have a deputy sitting in the woods by Amtrak on a Sunday morning.
8. Commissioner Moore said she will miss the next meeting and the first meeting in October.

ADJOURN

Motion to adjourn

Approved: Unanimous

Mover: Commissioner Moore

Seconder: Commissioner Mahan

Approvers: Capano, Rinehart, Mahan, Costanzi, Moore

Meeting moved at 7:15 PM.

Respectfully submitted by Kathy SanDoe, Town Clerk