



Legislative Meeting
Tuesday, June 10, 2025
Commissioners Town of
Charlestown, MD
6:00 PM

CALL TO ORDER

The Commissioners Presiding

Attendee Name	Organization	Title	Status	Arrived
Renee Capano	Charlestown	Commission President	Present	
Rob Rinehart	Charlestown	Commission Vice Pres	Present	
Richard Mahan	Charlestown	Commission Treasurer	Present	
Jackie Akers	Charlestown	Commissioner	Present	
Tom Costanzi	Charlestown	Commissioner	Present	
Biron Braxton		Videographer	Present	
Katie Bagri	Cecil County			
Mary Culver	Colonial Charlestown			

STAFF IN ATTENDANCE: Town Administrator Ken Hamilton, Town Clerk Kathy SanDoe

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

PLEDGE

Town Clerk, Kathy SanDoe led the Pledge of Allegiance.

ITEMS PRESENTED BY: Commission President and commission board members.

MISCELLEANEOUS REPORTS AND PRESENTATIONS

- A. Mr. Biron Braxton offered to make a video of Charlestown free of charge. He is a hobbyist and has five years of videography experience. He has done videos for Port Deposit, Perryville and North East. The completed video will be about three minutes in length with music. He shared two videos.

- B. Katie Bagri updated the Commissioners on the status of the Wade-In. Tents, tables and chairs will be delivered and set up on Friday. The Boat Ramp will be closed from 8:00 am to 4:30 pm. Road closures and parking are arranged. The Coast Guard Auxiliary will lead the Flag Ceremony, Pledge of Allegiance and National Anthem.
- C. Music in the Park will follow the Wade-In from 2:00 to 5:00 pm.
- D. Community Yard Sale is also set for Saturday, the 21st.
- E. Maryland Circuit Rider Program resolution letter needs agreement and signature. It is for \$4,240.00. Chris Williamson works for Charlestown. Partnership is with North East, Port Deposit, Perryville and Rising Sun.

Motion to approve resolution as presented

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Mahan, Treasurer
SECONDER:	Tom Costanzi, Commissioner
AYES:	Capano, Rinehart, Mahan, Akers, Costanzi

- F. IWORKQ GIS/Permitting Program \$12,000.00 includes training and will begin in F/Y 2026. Maintenance work orders, tracking equipment and service records are included in the package. GIS can be customized to modify and add pipes and allows real time changes and shows Miss Utility markings. The information can be sent to a tablet to take to the field. There will be permit electronic tracking.

COMMENTS FROM THE PRESIDENT AND COMMISSIONERS

FirstNet can no longer support sending email to text. University of Maryland Finance Center – Stormwater Fees, Unfunded mandate – citizen group. To begin in September. Mr. Hamilton will send out information. Check with Cooperson and M. Davis for the flag size needed for the completed flag pole at Long Point. Katie Fortune is now a Doctor! Commissioner Akers wants better communication from the office to the community. She is concerned with turnover and wants the Town to be fully staffed. Commissioner Mahan wants the Ice House sign to be installed. Commissioner Rinehart requested water be run to the fire pier with a meter to keep track of the water usage and Lee's isn't charged for fire pier water. A motor was lost since it wasn't flushed after use. Charlestown Pier getting a permit for sewer. A few people like one way in and one way out traffic direction.

ADJOURN

Motion to Adjourn at 7:40 pm.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jackie Akers, Commissioner
SECONDER:	Tom Costanzi, Commissioner
AYES:	Capano, Rinehart, Mahan, Akers, Costanzi

Approved by the Mayor and City Council this 10th day of June 2025.

Kathy SanDoe

Kathy SanDoe
Town Clerk