



Legislative Meeting
Tuesday, June 9, 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: Jane Bellmyer

ZOOM ATTENDEES: Ronnie Cagle

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

- A. No Old Business
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AGENDA

- A. Approval of May 26, 2026 Minutes.
 - a. Approved - Unanimous
 - b. Commissioner Mahan motioned to approve the May 26, 2026 Minutes.
 - c. President Costanzi seconded the motion.
 - d. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
- B. Approval of Accounts Payable.
 - a. Approved - Unanimous
 - b. Commissioner Costanzi motioned to approve the Accounts Payable of \$201,773.62 with General Funds expenses of \$95,861.55, Utility Funds expenses of \$105,399.07 and \$513.00 grant reimbursement.
 - c. Commissioner Rinehart seconded.
 - d. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
- C. Sign Resolution for Circuit Rider
 - a. Ken Hamilton read the Circuit Rider Resolution 2026-06 totaling \$4,240.00 for F/Y 2027.
 - b. Approved – Unanimous
 - c. Commissioner Costanzi motioned to approve Resolution 2026-06 for \$4,240.00.
 - d. Commissioner Rinehart Seconded the motion.
 - e. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
 - f. The resolution was signed after the meeting.
- D. Salute to Veteran's Donation
 - a. Commissioner Rinehart suggested increasing the donation from \$1,000.00 to \$1,500.00.
 - b. Approved - Unanimous
 - c. Commissioner Moore Motioned to approve the donation of \$1,500.00.
 - d. Commissioner Costanzi seconded the motion.
 - e. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
- E. Wade-In Saturday
 - a. The Wade-In will be held at Elk Neck this year from 10:00 am to 2:00 pm.
 - b. Water Quality is in question and will be assured before Saturday.
 - c. It will be a smaller event than last year in Charlestown.

F. C-Dock Discussion – Slip 1

- a. C-Dock – Slip 1 is currently occupied by a Town resident.
- b. Resident has paid \$900.00 deposit for Slip 1.
- c. Resident wants electricity and water which is not currently available at Slip 1.
- d. Options – move to a different slip or stay and pay full amount or leave.
- e. Resident offered to pay \$150.00 discount to stay in Slip 1 without electricity or water.
- f. Approved – Unanimous
- g. Commissioner Costanzi motioned to accept the \$150.00 discounted offer for the resident to continue using C-Dock Slip 1 without the supply of electricity or water.
- h. Commissioner Mahan seconded the motion.
- i. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore

G. Tennis Court Repair and Repainting

- a. The maintenance crew has power washed the tennis court.
- b. A Philadelphia company has been contacted to provide an estimate to repair and repaint.
- c. It could cost as much as \$30,000 to complete the work.
- d. A portion of a grant may be used to pay for the work.
- e. A new \$150,000 grant is available. Ken Hamilton will apply for it.
- f. There is good activity on the basketball and tennis courts.

H. AC Shulte Proposal Approval

- a. The proposal is for Well #3 redevelopment.
- b. The proposed price is \$22,900.00 which includes TV reception.
- c. This will provide \$80 plus gallons per minute.
- d. The total for all three wells will be 280 gallons per minute.
- e. In 2012 the decision was made not to do the work which was before Trinity Woods and Cool Springs.
- f. The Well #1 control panel went bad. A new control panel is on order.
- g. A switch on Well #2 went bad and has been replaced.
- h. Approved – Unanimous
- i. Commissioner Mahan motioned to spend \$22,900 for Well #3 redevelopment.
- j. Commissioner Rinehart seconded the motion.
- k. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore

I. IWORQ Add On

- a. A fee of \$1,500.00 per year would make permitting forward facing for residents like the County.
- b. This brings the cost to \$4,500.00 per year for the full program.
- c. Approved - Unanimous
- d. Commissioner Mahan motioned to approve the IWORQ addition.
- e. Commissioner Rinehart seconded the motion.
- f. Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore
- g. Discussion regarding permitting fees will occur in a later meeting.

I. C-Dock Future Discussion

- a. Clear stipulations will be required.
- b. The easement belongs to the Town.

- J. 630 Water Street/Town Pier and Shed
 - a. Evan Kelly will subdivide the 630 Water Street property from Town Pier and the Town Shed.
 - b. This property provides \$30,000 in revenue to the Town.
 - c. Maintenance costs are \$1,500.00 to \$2,000.00.
- K. Cybersecurity Firms Discussion
 - a. Easy IT Guys are comparable to VC3.
 - b. Easy IT Guys work with both municipalities and large cities.
 - c. They have a 70% one-time resolution
 - d. They are in Texas and would remote in.
 - e. They require \$1,500.00 to do an assessment before providing the fee schedule.
 - f. There are two tiers which would cost between \$1,500.00 and \$2,000.00 per month.
 - g. Easy IT Guys provide monthly training.
 - h. English speaking US person will answer any calls.
 - i. They do not appear to be as proactive as VC3.
 - j. The VC3 assessment was free.
 - k. VC3 has three tiers which will cost approximately \$1,800.00 per month.
 - l. VC3 can be onsite within two hours if needed.
 - m. They provide 24/7 coverage and would manage all Microsoft 365 accounts.
 - n. VC3 will be at MML and Ken Hamilton plans to meet with them.
 - o. It will take about 30 days to set up.
 - p. Some upgrades will be necessary, including new computers that they would set up.
 - q. VC3 would provide an assigned team for the Town.
- L. Electricity Reverse Auction
 - a. DGS has secured pricing for the Delmarva Power accounts through a reverse auction.
 - b. The pricing is about one cent less per kilowatt hour that we currently pay.
 - c. The Town will follow up with the necessary information.

PUBLIC COMMENT

1. Commissioner Rinehart stated a new wall was needed at the Boat Ramp to discourage people from jumping off into the water to prevent possible injuries.
2. President Capano had received a call that a car had been on the beach at Veteran's Park. Upon checking, there did not appear to be any evidence that this was true.
3. Kathy SanDoe said the banners had arrived for the Ice House, Tory House, Town Hall and Long Point fence by the Flag Pole.
4. Kimberly Watters stated copies of the handbook had been shared with Havre de Grace, North East, Perryville, Port Deposit and Rising Sun.
5. Commissioner Costanzi suggested collaborating with other towns regarding IT. He is attending MML on Tuesday for his last class.

6. Commissioner Mahan said the bench at Sandy Beach needs cleaning.
 7. Jane Bellmyer asked for some clarifications.
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ADJOURN

Motion to adjourn

Approved: Unanimous

Mover: Commissioner Moore

Seconder: Commissioner Costanzi

Approved 5-0: Capano, Rinehart, Mahan, Costanzi, Moore

Meeting adjourned at 7:00 PM.

Respectfully submitted by Kathy SanDoe, Town Clerk