



Legislative/Working Meeting
Tuesday, September 22, 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: Michael Briglia, Jane Bellmyer, Michelle Kwoka, Bobby Straiton

ZOOM ATTENDEES: Mike Miller, Bob Jones, Michael Briglia joined online after leaving the meeting

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

Charlestown, MD 21914.

PLEDGE OF ALLEGIANCE

Bobby Straiton led the Pledge of Allegiance.

ITEMS PRESENTED BY THE PRESIDENT

AGENDA

A. Old Business
None

B. New Business

1. Michael Briglia moved to Charlestown last year and mentioned there is a 75 square foot piece of Town owned property at the front edge of his property. He would like to purchase it. It is not large enough for a home but could be used to build a carport for his disabled family member. President Capano, and Commissioners Costanzi and Mahan will take the matter under consideration.
2. Update on Data Loggers for Leak Detection – Ken Hamilton, Bobby Straiton
 - a. The Data Loggers were installed on September 14th for a test run.
 - b. The Data Loggers are installed in metal pipes 800 feet to 1,200 feet apart. They can detect small leaks and can be moved to different locations. They can be tested by opening a fire hydrant.
 - c. Ten Data Loggers will be placed in Old Town and ten will be installed in Charlestown Manor.
 - d. The Data Loggers cost \$1,200.00 each, come in sets of ten and should last about ten years.
 - e. Flow Meters will be placed along Rt 7 and in Cool Springs, Trinity Woods and Scott Gardens. Their readings are obtained through sound and are recorded during off-peak hours.
 - f. The Flow Meters will be installed at the end of the week or early next week. They cost about \$20,000.00 each.
 - g. Water permits require unknown leakage to be less than 10%. The Data Loggers and Flow Meters will help detect small leaks and keep them from becoming big leaks. Leaks will be detected underground before the leak is visible above ground.
 - h. LECCO will be in to excavate the pipe so a valve box can be built around the Flow Meter.
3. The Water Tower battery backup failed. If power goes off during the cycle the breaker trips

- and needs to be reset. A solution is being determined.
4. New Resolution is with Beste for Review for Mining and Mineral Extraction. This expands on the previous resolution.
 - a. The Planning and Zoning Board will automatically deny the request for mining and mineral extraction within Town limits
 - b. Any requests would go to the Appeals Board.
 - c. Commissioner Mahan asked if there was a Water Rights Resolution.
 - d. Ken Hamilton said the Town has a contract with SSM Group. They are providing data on the refresh rates of the Town wells. There are concerns with Artesian Water's Well #5 withdrawing water from our aquifer. Legal action may be necessary if Artesian is withdrawing too much water.
 5. Concerns were raised about a property on Chesapeake Rd. The County and Beste are involved with finding a solution.
 6. Speed Bump #1 is in place in Trinity Woods and will be painted soon. Speed Bump #2 comes once road closure details are completed.
 - a. Speed Bump #1 has signs in place and marking burn downs will be installed soon.
 - b. Revolution Road will be closed for about half a day – between school bus runs for the installation of Speed Bump #2.
 7. The Town will begin screening for a new environmental group. The contract with Ecotone closes soon and the Town has not been 100% satisfied. Ecotone still need to plant trees and bushes. The new vendor needs to be familiar with vegetation.
 8. The Fishing Derby is scheduled for Saturday, October 3, 2026, from 10:00 am to 2:00 pm. Michelle Kwoka has vendors scheduled for information about mental health. Prizes will be awarded to the children for the fish caught. Guests will be able to park at C-Dock. The Town will supply trash cans and the restrooms at Veteran's Park will be opened.
 9. During Cecil Cares Day Avalon Park will be cleaned up, mainly along the beach area. Eight people have volunteered to help along with Ken Hamilton and Kim Watters. The Town will provide lunch and Cecil Cares will have T-shirts for the volunteers. Plans are being made to clean up Foot Log in the Spring.

PUBLIC COMMENT

1. Commissioner Mahan suggested that Joe Carey call the state to complain about the sidewalks along Rt 267.
2. Ken Hamilton said the elementary school has reconfigured parking which seems to be better for child drop off and pick up. He wants to discuss widening Ogle St with the County when the sewer is installed.
3. The tennis court crack repair will take 48 hours to cure.
4. Cecil Tree Service will trim the tree by the walking path and trees on Conestoga St.
5. President Capano suggested speaking with Havre de Grace regarding the grant writing position.
6. The State Highway meeting will be on October 7, 2026.

ADJOURN

Motion to adjourn

Approved: Unanimous

Mover: Commissioner Moore

Seconded: Commissioner Mahan

Approvers: Capano, Rinehart, Mahan, Costanzi, Moore

Meeting moved at 7:08 PM.

Respectfully submitted by Kathy SanDoe, Town Clerk