

**Town Commissioner's Legislative Meeting Minutes**  
**Charlestown, Maryland**  
**March 12, 2024**  
**6:00 PM**  
**Town Hall, 241 Market Street and on Zoom**

Attendees: Renee Capano, Rob Rinehart, Richard Mahan, Jackie Akers, Lou Wood, Tom Costanzi, Bryan Lightner, Mary Culver, Kathy SanDoe

Public in Attendance: Charlene Notarcola – Clerk of the Court, Will Akers, Holly Costanzi, Dr. Robert Gell, Iris Hyatt, Carl Hamilton

Zoom: Jannetta Garrett, Nick Capano

President Capano called the meeting to order at 6:00 PM.

Dr. Gell was asked to lead the Pledge of Allegiance.

Approval of Minutes – February 13, February 27 and March 4, 2024 – Charlestown Commissioners: Mr. Lightner stated the adjourn time of 7:50 PM was added to the February 13<sup>th</sup> meeting minutes. Commissioner Mahan motioned to approve the minutes with the correction. Commissioner Akers seconded the motion. Approved 5-0.

Accounts Payable Review – Charlestown Commissioners: Commissioner Mahan stated the total of expenses from February 14 to March 12, 2024 is \$98,760.81. ACH payments were \$63,498.10, Direct Debits were \$21,308.56 and Check payments were \$13,954.15. No payments were out of the ordinary. Commissioner Wood motioned to approve the expenses. Commissioner Akers seconded the motion. Approved 5-0.

President Capano thanked Commissioner Wood for her years of service to the Town, and the other Commissioners thanked her as well.

Commissioner Swearing In – Charlene Notarcola, Clerk of the Court: Ms. Renee Capano, Ms. Jackie Akers and Mr. Tom Costanzi were sworn into office.

Election of Officers:

President – Renee Capano

Vice President – Robert Rinehart

Treasurer – Richard Mahan

Historic Commission Liaison – Jackie Akers – Commissioner Mahan motioned for Commissioner Akers to be the liaison for the Historic Commission. Commissioner Costanzi Seconded. Approved 5-0.

Maintenance Commissioner – Rob Rinehart – Commissioner Mahan motioned for Commissioner Rinehart to continue as Maintenance Commissioner. Commissioner Akers seconded. Approved 5-0.

Planning and Zoning Liaison – Renee Capano – Commissioner Akers motioned for President Capano to continue as liaison for the Planning and Zoning Commission. Commissioner Costanzi seconded. Approved 5-0.

Police Commissioners – Jackie Akers and Tom Costanzi – Commissioner Mahan motioned for Commissioners Akers and Costanzi to be the Co-Police Commissioners. Commissioner Rinehart seconded. Approved 5-0.

Parks and Recreation Commissioners – Robert Rinehart and Richard Mahan - Commissioner Costanzi motioned for Commissioners Rinehart and Mahan to be the Co-Parks and Recreation Commissioners, with the other Commissioners assisting, as needed. Commissioner Akers seconded. Approved 5-0.

### **New Business**

Grass Mowing Contract – Bryan Lightner: Mr. Lightner recommended accepting the Settlemyre Lawn Care three-year contract. It has been updated with a price increase to be negotiated for years two and three, with guidance from the Consumer Price Index, and not to exceed five percent. Price increases would occur prior to April 1<sup>st</sup> of each year. If fuel/gas prices exceed \$4.25 per gallon, a \$25.00 surcharge will be added to each invoice. Commissioner Mahan motioned to accept the contract with revisions and Commissioner Costanzi seconded. Approved 5-0.

Firefighter Credit – President Capano: An increase was discussed and the amount will depend on the funds available in the FY25 budget. The credit is a property tax offset for the volunteer firefighters who meet the service requirements and earn the requisite points. This item was tabled until Commissioner Mahan reports back at a later date, after working with Town staff further on the FY 25 budget.

C-Dock Lease Agreement – President Capano: Mr. Lightner stated there are a few sticking points with the lease and LGIT will be visiting the pier to review recent improvements. There was discussion regarding installing a barrier around the dry water line. A decision will be made regarding the lease at the next legislative meeting on April 9<sup>th</sup>.

### **Commissioner Comments**

President Capano shared information from the Mayors Conference she recently attended in Annapolis.

Commissioner Rinehart noted drivers are parking vehicles where they should not on Town roads and the drainage system needs to be maintained. Ken Hamilton will look into the roads issues and the Town Engineer will provide a task order for addressing the drainage system.

Commissioner Mahan said an Eagle Scout project has been proposed to build a 10-foot by 20-foot bounce back wall for lacrosse at the Athletic Complex. There would be minimal cost to the Town and qualifies for a no-fee permit. More details and plans to come.

President Capano proposed more meetings with everyone involved for the Ice Splash event in the future. The event was a success this year on February 24<sup>th</sup>, but this was the last year Susquehanna Swift Water Rescue Crew will be able to assist. The event is getting larger and parking can be an issue. Parking donations raised by the Town were \$115.00, and was included with the almost \$80,000 that was raised by the Sons of the American Legion for the Special Olympics of Cecil County.

## **Public Comment**

Dr. Robert Gell said it was nice to get back to a meeting and that things haven't changed that much. He noted the sidewalk in front of the Market Street Café needs to be repaired. That sidewalk is on schedule to be replaced this spring. He suggested the vacant lot on Bladen Street would be a great location for a new Town Hall.

Mary Culver gave an overview of citizen usage of the new Historic Charlestown app. Commissioner Costanzi noted that Town communication with citizens has much improved over the last four to five years. Commissioner Akers noted that updating our Emergency Preparedness procedures will also increase communication.

Lou Wood suggested there are citizens who would like to volunteer to help the Town.

Jannetta Garrett asked for clarification of the Fire Fighter Credit and C-Dock.

Commissioner Akers motioned to adjourn the meeting. Commissioners Costanzi seconded.  
Approved 5-0.

Meeting Adjourned at 7:23 PM

Respectfully submitted,

Kathy SanDoe, Town Clerk