

**TOWN COMMISSIONERS' MEETING  
CHARLESTOWN, MARYLAND  
February 8, 2022 at 6:00 PM  
Virtual Meeting held via Zoom**

**The meeting was called to order by Commissioner Lou Wood at 6:00 PM. In attendance: Commissioners Curtis Elmer and Jack Kronner; Staff: Bryan Lightner and Mary Culver; Public attendees: Dennis Taylor, Thelma McMullen, Steve Kraemer, Renee Capano, Monica Goodyear, Sean Durgin, and Ursula Boudart.**

**Pledge of Allegiance:** Ursula Boudart opened the meeting with the Pledge of Allegiance.

**Approval of the Minutes: January 25, 2022 – The minutes were tabled until the next meeting, since President Fockler was absent.**

**Accounts Payable** in the amount of \$17,621.36 were presented for approval. **Commissioner Kronner moved to approve, seconded by Commissioner Elmer. Carried 3-0.**

**Miller Environmental Report:** Mr. Lightner reviewed the monthly withdrawal amounts and compared with those from last year.

**Cecil County Sheriff's Report:** Mr. Lightner reviewed the report, there was nothing out of the ordinary. He did note that the patrol statistics were missing and Sgt. Kalinsky knows he needs to send us that information.

**Maintenance Report:** Commissioner Elmer reviewed the report for January.

**OLD BUSINESS**

**Workplace Harassment Policy:** Mr. Lightner shared the proposed policy for the Commissioner's to review; Commissioner Wood wants to do more research on the topic and compare with other Town's. This item was tabled until the next meeting.

**Foot Log Park Update:** Mr. Lightner presented two cost estimates received from local engineering consultants for the design of an interim solution along the sewer line, the amounts were \$2,000 from Coastal Resources, Inc. and \$4,000 from Ecotone, Inc. There was some discussion that if we aren't awarded the grant, we should have an alternative funding solution lined up, such as a low interest loan, or to allocate funds in this year's budget. **Commissioner Kronner moved to approve acting on the cost estimate provided by Coastal Resources, seconded by Commissioner Elmer. Carried 3-0.**

**NEW BUSINESS**

None

**Commissioner Kronner:** In regards to the letter received from Miller Environmental, Inc, he's not satisfied with the explanation of their role in why some of the water meters were lost and not read during quarterly billing cycles. He recommends getting quotes from other water system operators to provide the Town this service. Mr. Lightner suggests careful review of the contract between the Town and Miller before deciding any next steps. Commissioner Wood asked Mr. Lightner to provide the Town Attorney with the contract for review and guidance.

**Commissioner Wood:** In regards to the sidewalk project in front of the Market Street Café, she asked for an update on that discussion. Mr. Lightner said there was a conference call with SHA staff to discuss our needs, but that a site visit has been set up for February 23<sup>rd</sup> at 11 am to discuss in more detail the extent of the project. Some of the items up for discussion and potential funding sources, include the sidewalk in front of the Market Street Café, a roundabout at Market and Bladen Streets, and bridge replacement at Red Rum Creek along Cecil Street.

**THIS MARKS THE END OF OLD AND NEW BUSINESS.**

**PUBLIC COMMENT**

**Sean Durgin:** Mr. Durgin asked if there is a schedule for paving this summer and Mr. Lightner responded that there is an approved project list up until June 30<sup>th</sup>, 2022.

**Thelma McMullen:** Ms. McMullen asked if the sidewalk project would include up to the Elementary School and Mr. Lightner responded that while the historic district core would be from the fire station to the bridge, a part of the project would include safe access up to the Elementary School. Ms. McMullen also asked for any updated plans for Foot Log Park and Mr. Lightner confirmed they will be shared just as soon as they are developed.

**Ursula Boudart:** Ms. Boudart asked about the plans for the interim solution at Foot Log Park. Mr. Lightner stated that once a design is developed by the consultant and the amount of materials is determined, the Town will purchase the materials, get the necessary permits, and then construct per the approved design. The plan is to install the interim solution this spring/summer and implement the longer term breakwater, hopefully after receiving the grant award.

**THIS MARKS THE END OF PUBLIC COMMENT.**

**Commissioner Kronner motioned to adjourn at 6:54 pm, seconded by Commissioner Elmer. Carried 3-0.**

Respectfully submitted,

Bryan Lightner, Town Administrator