

TOWN OF CHARLESTOWN
TOWN COMMISSIONERS' LEGISLATIVE MEETING
January 14, 2025 – 6:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

In attendance – Board Members: President Renee Capano, Vice President Robert Rinehart, Richard Mahan, Jackie Akers, Tom Costanzi; Town Staff: Bryan Lightner, Mary Culver; Public: Curtis Mason, Kevin Wilson (via Zoom), Karen Shirk, John Shirk.

The meeting was called to order by President Capano at 6:00 pm.

Mary Culver led the Pledge of Allegiance.

A moment of silence was observed for the passing of Tom Durange, a beloved member of the Planning & Zoning Commission and long-time volunteer for Town events.

The minutes of December 10, 2024, were presented. A motion to approve was made by Commissioner Mahan, seconded by Commissioner Costanzi. Carried 5-0.

Accounts Payable – The total expenditures from December 11, 2024, to January 14, 2025, was \$343,511.62. The dredging project, which was funded by grants, made up \$269,261.00 of the total. A motion was made by Commissioner Costanzi and Vice President Rinehart seconded. Carried 5-0.

OLD BUSINESS

None

NEW BUSINESS

Cecil County Special Exception #4302 for Mineral Extraction off Carpenter's Point Road – Karen Shirk, John Shirk, and Kevin Wilson

Residents of Greenbank farms are opposing a special exception request by York Building Products (YBP) to extract minerals on parcel #608 along Carpenter's Point Road. The residents are concerned about negative impacts on the creeks and river, surrounding lands, and quality of life. They believe YBP has not met the necessary standards required for Cecil County approval.

Town Administrator's Report – Bryan Lightner

A project tracker spreadsheet has been developed that can provide detailed updates on various projects and their phases. The board discussed the sewage pump stations at Veteran's and Avalon Parks, as well as, the fence and sidewalk repairs planned for the Athletic Complex.

President Capano and Commissioner Mahan are currently working with the staff on a 25-year capital improvement plan (CIP) and FY 26 budget. President Capano intends to share the CIP with State officials in March.

President Capano discussed how pedestrian safety is being highlighted for priority projects with Cecil County and the Maryland State Highway Administration, including crosswalks across Route 7 at Bladen Street, and at Market and Cecil Streets. Mr. Lightner will share the priority projects with the County and State.

The draft of the Comprehensive Plan has been received and will be shared with the Commissioners for comment. Another steering committee meeting will be held, prior to the draft plan being finalized and sent to the State for clearinghouse review.

This marks the end of New Business.

GENERAL DISCUSSION

Kathy SanDoe, Town Clerk, compiled a list of previous and current Town Commissioners and Staff who have graduated from the Maryland Municipal League's Academy of Excellence. The list was underwhelming, and guidelines for attending future MML conferences will be developed.

President Capano asked Ms. Culver to gather cost proposals for cemetery management, to be discussed at a future meeting.

Additionally, there was a brief discussion about the upcoming MML chapter meeting, which will take place in Charlestown in April.

Submissions are due in March for the annual essay contest titled, "If I Were a Mayor," which is for elementary school students.

Lastly, Mr. Lightner reminded everyone about the ice splash meeting scheduled for tomorrow at the fire hall at 6 PM, along with the Ice House Happy Hour Tour taking place this Friday.

PERIOD OF PUBLIC COMMENT

No public comment.

There being no further business, **Commissioner Akers motioned to adjourn the meeting at 7:59 pm and Commissioner Mahan seconded. Carried 5-0.**

Respectfully submitted by Mary Culver, Assistant Town Administrator