

**TOWN COMMISSIONERS' LEGISLATIVE MEETING**  
**CHARLESTOWN, MARYLAND**  
**October 8, 2024**  
**6:00 PM**  
**Town Hall, 241 Market Street and via Zoom**

Attendees: Renee Capano, Rob Rinehart, Richard Mahan, Jackie Akers, Tom Costanzi, Bryan Lightner, and Kathy SanDoe

Public: None

Zoom: None

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

Mr. Bryan Lightner was asked to lead the Pledge of Allegiance.

Approval of the Minutes – September 10 and September 24 – Charlestown Commissioners: Commissioner Costanzi motioned to approve the minutes for September 10 and September 24. Commissioner Mahan seconded. Approved 4-0. Commissioner Akers did not vote as she was not at either meeting.

Accounts Payable Review – Charlestown Commissioners: The total spent from September 11, 2024 through October 8, 2024 was \$170,234.85. Of that amount, \$88,557.36 was accounts payable with the remaining \$81,677.49 to be reimbursed through grants. Commissioner Costanzi motioned to approve the Accounts Payable in the amount of \$170,234.85. Commissioner Alers seconded. Approved 5-0.

President Capano and Mr. Lightner recently attended the Cecil County Maryland Transportation Working Group. Our Representative said they'd like to meet with Charlestown to discuss our transportation projects.

The Town Boat Ramp will be closed around November 1<sup>st</sup> for dredging. While Town Pier slip holders may stay on the pier until November 15<sup>th</sup>, they may not use the Town Boat Ramp to take their boats out of the water after November 1<sup>st</sup>. The Boat Ramp will be dredged first, the Fire Boat Pier second, and the Town Pier last.

**Old Business**

Commissioner Tablets – President Capano: Three phones with First Net service have been purchased for Bryan Lightner, Town Administrator, Ken Hamilton, Code Enforcement Officer and Bobby Straiton, Director of Public Works. Walkie Talkies have also been purchased to be used during events and emergencies. After some discussion, tablets will be purchased for Commissioner use. Commissioner Akers motioned to purchase the tablets. Commissioner Costanzi seconded. Approved 5-0.

**New Business**

Veteran's Park Pump Station Update – President Capano: The force main is leaking inside the wet well and some components will need to be replaced. As-built plans for the pump station will be searched for. ARPA funds could be used to replace the pump station. Mr. Lightner will research costs for replacement.

Historic District Commission Board Update – Bryan Lightner: Currently there is one vacancy on the board and two members with terms ending in December 2024. This is a seven-member Board and there have been some issues lately with having enough members present for quorums. Cooperson Associates has been developing some proposed design standards to consider adopting for the historic district. A suggestion was made to walk around the district and observe the different architectural styles, for help with determining the standards.

Commissioner Akers motioned to adjourn to an Executive Session. Commissioner Costanzi seconded.

The meeting ended at 7:36 PM.

Respectfully submitted,

Kathy SanDoe, Town Clerk