

**Commissioner's Meeting
Charlestown, Maryland
November 22, 2022
6:00 PM
241 Market Street and on Zoom**

Attendees: Karl Fockler, Renee Capano, Lou Wood, Jeff Fields, Curtis Elmer, Bryan Lightner, Bobby Straiton, Kathy SanDoe

Public in Attendance: Dennis Dobay, Richard Mahan

Zoom: Thelma Muller, Rob Psioda, Ursula Boudart

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

The Pledge of Allegiance was led by Bobby Straiton.

Approval of the Minutes – November 8, 2022 - Charlestown Commissioners: Commissioner Capano motioned to approve the minutes. Commissioner Wood seconded the motion. Approved 5-0.

Accounts Payable Review – Charlestown Commissioners: Commissioner Fields motioned to approve the Accounts Payable in the amount of \$228,676.61. Commissioner Capano seconded the motion. Approved 5-0.

Old Business

Cecil County Sheriff's Department Update – Bryan Lightner: Sargent Mike Kalinsky sent patrol stats through October first that were received in November. A planned meeting will take place during the week of November 28th to discuss better ways for the deputies to provide patrol stats in a timely fashion. It was also noted that no parking tickets were issued by the Sheriff's Department during the summer months.

Speed Camera Update – Bryan Lightner: Mike from Altimint will be installing a camera on Cool Springs Road north of Banff Road for a second collection of speed data.

New Business

Town Administrator's Report – Bryan Lightner:

Speed Bumps – All temporary speed bumps have been removed in preparation for potential snow events, since they will damage the snow plows. Mr. Lightner will investigate the cost of installing permanent speed humps in 2023. He will check for previous cost estimates and meeting discussions. Mr. Straiton suggested the board might consider installing permanent speed humps on Conestoga and Caroline Streets. He also suggested installing temporary speed bumps on Market Street in 2023. He noted speed humps will not damage the snow plows.

Seashell Lights – Many of the current lights being displayed need replacement bulbs. Discussion ensued regarding removing the lights and refurbishing them for later use. The possibility of

reinstalling them along Water Street for the summer was suggested. The wreaths for the light poles will be ordered in January to take advantage of a 60% discount. There is a line item in the budget for decorations for next year. Commissioner Capano will look at the list of desired decorations and review the budget. Mr. Lightner will make a map of the poles where the wreaths will be installed. There is consideration of purchasing banners for 2024.

Winter Lights, Cecil Nights – Lights need to be displayed during January and February. The purpose of Winter Lights, Cecil Nights is to encourage people to get out of their homes and visit neighboring Cecil County Towns. There is a grant of \$1,250.00 that may be used to support the activities. Currently, an event at the Ice House will be scheduled for January with Jeannette Armour and Sonny Diamonte and an open house at the Tory House in February with food supplied by Market Street Café. The annual Ice Splash will also be in February. The Town will waive the park rental fee again this year but insurance and police presence will need to be scheduled by the event leaders. Parking will be available at Avalon Lot B. Purse Bingo will be in February as well. Lights suggested are: Flood lights on the trees at the corner of the church cemetery and at the Ice House, white lights to outline the Town Hall and the Post Office and white lights along the cemetery fence. Commissioner Wood suggested up-lighting the trees with red and green in December, and then switching to blue for January and February, and the group agreed.

Fair Green Gazebo – With the price of painting and installing a new roof, it may be wise to consider replacing the gazebo. Mr. Lightner will follow up with cost estimates for a new gazebo. Commissioner Wood suggested contacting the Middletown Amish Market for close-out pricing.

Foot Log Park Swale Designs Concept – The twelve-foot swale will direct water from both sides of Baltimore Street to channel it away from the manhole downhill and slow it down, before it reaches the river. Commissioner Capano wants to be sure the swale will handle all of the stormwater runoff from Baltimore Street. She suggested working with Coastal Resources to make sure the water issue is resolved and all of Baltimore Street will be captured, not just the lower part of the street. Mr. Straiton stated that the Town trucks need a width of at least 14 feet to 16 feet to access the beach for clean-up and to empty trash cans.

Back-up Generators for Wells/Sewage Pump Stations – The pricing includes installation, parts, labor and inspections. Well #1 for \$12,865, the Veteran's Park sewage pump station generator will be \$14,075.78. Well #2 needs a larger KW generator than Well #1 and that cost estimate will be forthcoming. The Avalon sewage pump station generator will be \$38,750.00 as it is a larger diesel generator. These prices are from D & D Electric. The pricing from AECOM will be forthcoming. Commissioner Fields suggested the Town purchase the generators and then pay to have them installed to avoid mark up by the installers. Commissioner Wood asked that Bob Blankenship be contacted to provide a cost estimate for this service. President Fockler agreed. Mr. Lightner noted it may take a year to obtain the large generator for the Avalon sewage pump station.

Critical Facility Protection, 317 Tasker Lane – There is an eroding sewer line near 317 Tasker Lane. Mr. Lightner will be contacting the County about whether they have any other sewer lines with similar situations, and will be seeking a cost estimate to design a potential repair.

Comprehensive Plan Update – The Circuit Rider, Karen Schaeffer, will be applying for a grant to get assistance from the Maryland Department of Natural Resources to hire a consultant to help update the plan, and incorporating innovative strategies to reduce flood risk. Resolutions to adopt

the Cecil County Green Infrastructure and Nuisance Flooding Plans will be prepared by the next Commissioner's meeting, which will help to strengthen the proposal. An updated Comprehensive Plan will help us better protect our drinking water system, focus municipal growth strategies, and improve our water resources and land use plan.

Dental Insurance Update – Our provider Guardian is no longer accepted by some employee's dentists. The Delta Dental plan is less expensive and more universally accepted. Delta also has an improved vision plan. The Delta Dental cost for dental is 15% less than Guardian at \$187.00 per month. Guardian is charging \$215.00 per month for dental coverage. Mr. Lightner is currently looking into other options for medical coverage. Commissioner Capano motioned to switch to Delta Dental. Commissioner Elmer seconded. Approved 5-0.

Town Hall Renovation/Addition Update - Cooperson Associates had their sub-contractor test samples of the walls, ceiling, and floors, which indicates there is asbestos and lead paint in Town Hall. Asbestos especially will require special handling during reconstruction of the current Town Hall/Post Office spaces. The core team will meet in December to discuss the preliminary design plans.

Foot Log Park Boundary Survey – The park survey will incorporate Baltimore Street, to ensure the proposed swale will still provide for maintenance access to the beach.

Commissioner Comments:

Commissioner Wood: The "Donuts with Santa" event had a great turn out. Many thanks to all who helped make the event a success. Letters to Santa were available for children to complete. Return letters from Santa will be at the tree lighting on December 2nd. Santa will be there as well to speak with children unable to attend the "Donuts with Santa" event. The Wellwood provided hot chocolate and milk. Donuts and fruit were purchased from Walmart. Principal Katie Fortune delivered ornaments decorated by the students at Charlestown Elementary School. The ornaments will be placed on six trees for the pre-school through fifth grade students. Commissioner Wood will decorate the Town Square tree using Bobby's bucket truck. There is a WILMAPCO meeting coming up regarding the Regional Transportation Plan for parks, walking trails and county roads on December 12th. The Christmas party will be held this year at the Wellwood on Thursday, December 15th and the cost to host the event will come out of the General Fund Expense budget.

Commissioner Capano: The Watershed Master Plan Community Workshop had a large turnout. This plan is needed before funding can be requested to construct projects. There is a new website called MyCoast, which we're encouraging residents use. Surveys, videos, and pictures are needed, and these will be compared with known weather data by the website. There should also be a dedicated page for the WMP on the Charlestown website.

Commissioner Fields: The First Responder Dinner was nice. He and his wife Debbie represented Charlestown. He noted this was the 59th anniversary of John F. Kennedy's assassination.

Commissioner Wood stated her trash/recycle had been missed multiple times from Trash Tech. Mr. Lightner spoke with Trash Tech at length about their process. Trash Tech's schedule includes two trips through Town on Wednesdays. On the first drive through Town, the trash will be collected. The Trash Tech trucks will drive to the landfill to be emptied and then return to Charlestown to collect the recyclables. A flyer regarding recycling requirements will be provided to Town residents. If collection is missed residents are asked to call Town Hall. On Thursday

afternoon, Town Hall will provide a list of any missed collections to Trash Tech. Follow up collection will be scheduled for Friday.

Mr. Lightner requested that Town Hall close at noon on Wednesday, November 23, 2022. A sign will be placed on the door stating that Town Hall would be closed and reopen on Monday, November 28, 2022. After discussion about providing more notice in the future, Commissioner Elmer motioned to approve the early closure. Commissioner Wood seconded. Approved 5-0.

Public Comment:

Richard Mahan asked about the status of the property located at 619 Bladen Street and if any fines had been levied. Mr. Lightner stated that fines are accruing each day and a follow-up citation will be given to the property owner. Either the fines will be paid in full and the violation corrected, or the Town will file for civil action in District Court, where a judge will make a determination about the consequences of the ongoing violation. Mr. Mahan asked about the timeframe of this happening to which Mr. Lightner replied that a letter would be sent to the owner by the beginning of December. Mr. Mahan was critical of Trash Tech and feels the company has no pride. He asked when their contract was finished. Mr. Lightner stated Trash Tech has a three-year contract with the Town.

Thelma McMullen stated the restoration grading along Baltimore Street has caused some ponding on her and her neighbor's property. Mr. Lightner will ask the contractor to establish a trench to help drain the water.

Commissioner Capano motioned to adjourn the meeting. Commissioner Fields seconded. Approved 5-0.

The meeting was adjourned at 7:51 PM.

Respectfully submitted,

Kathy SanDoe

Town Clerk