

Town Commissioner's Working Meeting
Charlestown, Maryland
April 23, 2024
6:00 PM
Town Hall, 241 Market Street and on Zoom

Attendees: Renee Capano, Rob Rinehart, Richard Mahan, Jackie Akers, Bryan Lightner, and Kathy SanDoe, Commissioner Costanzi was not able to attend.

Public in Attendance: Mike Lukshides and Diana Mann from Cooperson Associates

Zoom: Keith Binstead and Ellie Chetelat from Underwood Associates, Debra Moulton

President Capano called the meeting to order at 6:02 PM.

Ms. Kathy SanDoe was asked to lead the Pledge of Allegiance.

President Capano noted that Wednesday, April 24th was Administrative Assistant's Day and asked Mr. Lightner to take the office staff to lunch. She also thanked the office staff.

Old Business

None

New Business

Design Standards for Development – Cooperson Associates: Mike Lukshides suggested the zoning map needs some adjustments and the zoning ordinance could be updated to better define the zoning districts. He recommended the Town consider an ordinance amendment that would strongly discourage vacant properties in commercial zoning districts. Other nuisances to take a closer at are abandoned cars and boats. The purpose of zoning changes is to promote the health, safety, and welfare of Town residents and property owners. Commissioner Mahan thinks making some of these changes would increase property values, and therefore, increase property tax revenue for the Town. Diana Mann noted that stormwater management improvements could also be integrated with the proposed design standards. She also suggested the permitting application process could be different between residential and commercial development. Finally, she thinks the Town could benefit from hiring a professional land surveyor to help correct some of the property boundaries. Updating the plats would establish a standard going forward and protect from future disputes. Mr. Lightner noted that surveying some Town properties is already in progress.

Current municipal amenities include water and sewer service, trash collection, snow plowing, bulk trash and yard waste, public rest room, part time Cecil County sheriff officers, park ranger, boat ramp, fishing pier, and free boat trailer parking. The vision is a small town feel with amenities of a larger town. Cooperson will work with Mead and Hunt, Dewberry, and the comprehensive plan steering committee, to make sure the proposed design standards are integrated with both the Comprehensive Plan update and the Watershed Master Plan.

Athletic Complex Stormwater Projects & Stream Restoration Design – Underwood Associates: Ellie Chetelat explained the project will maintain some of the existing walking paths, add nature play spaces, and provide for some additional parking. The existing stormwater swales surrounding the baseball and soccer fields, as well as, Red Rum Creek, would be made larger and planted, to help reduce flooding and improve water quality. A stormwater pipe will also be installed along Frederick Street to direct stormwater into the existing swale. Grant funding will be researched for upgrading the baseball diamond, dugouts, bleachers, and exercise equipment along the walking paths, which will need to be incorporated into the design. A public hearing regarding the project design will be held in the near future.

FY 25 Budget Update: - President Capano: President Capano requested \$20,000.00 of the ARPA funds be used as a donation for the Charlestown Fire Company this year.

Street Signage Update – Bryan Lightner: Some suggestions have been made to paint “No Parking” along curbs within 20 feet of intersections to help make our roads safer. Painting crosswalks in select locations was also discussed, as well as, no street parking allowed on certain streets.

Radar Speed Sign Update – Bryan Lightner: The speed data collected in the first month has been helpful, and President Capano noted the signs appear to be making drivers more conscientious of their speed.

Public Comment - None

Commissioner Rinehart motioned to adjourn to an Executive Session. Commissioner Mahan seconded. Approved 4-0.

Meeting adjourned at 7:38 PM.

Respectfully submitted,

Kathy SanDoe, Town Clerk