

Town Commissioner's Legislative Meeting Minutes
Charlestown, Maryland
April 9, 2024
6:00 PM
Town Hall, 241 Market Street and on Zoom

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

Public in Attendance: Karl Fockler

Zoom: Kimberlee Lloyd, Angela Heckman, Nick Capano, Robyn Rowe, Ursula Boudart

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

Mr. Fockler was asked to lead the Pledge of Allegiance.

Approval of Minutes – March 12 and March 26, 2024 – Charlestown Commissioners: Commissioner Akers motioned to approve both sets of minutes. Commissioner Costanzi seconded the motion. Approved 5-0.

Accounts Payable Review – Charlestown Commissioners: Commissioner Mahan stated the total of expenses from March 13, 2024 to April 9, 2024 is \$132,088.82. ACH payments were \$93,975.49, Direct Debits were \$21,949.52 and Check payments were \$16,163.81. Commissioner Costanzi motioned to approve the expenses. Commissioner Akers seconded the motion. Approved 5-0.

Old Business

President's Report – President Capano:

- Watershed Master Plan Resolution 2024-03 was voted on after Commissioner Mahan motioned to adopt Resolution 2024-03 and Commissioner Costanzi seconded. It was approved 5-0 and signed.
- Firefighter Credit: The property tax credit for a number of years has been \$80.00 for firefighters that earn enough service points with the Company and are also residents of Charlestown. In appreciation for their dedication and time to earn the service points, it was decided to increase the credit to \$300.00 for this year. The amount will be considered each year going forward.
- C-Dock Lease Agreement: The board is considering terminating the lease with the Wellwood.

New Business

Town Engineer Tasks – Bryan Lightner: Dewberry, the Town Engineer, will examine the stormwater drainage system to determine priorities for cleaning and repair, and develop a maintenance plan. Some of the ARPA funds will be designated toward this project. Commissioner Rinehart will assist the maintenance staff to identify drainage projects that can be implemented soon. Task #1 includes the Stormwater Drainage System Maintenance Plan. Commissioner Costanzi motioned that the cost of Task #1 not exceed \$40,650. Commissioner Akers seconded. Approved 5-0.

Task #2 is for miscellaneous services, such as updating the Stormwater Ordinance, Water System Ordinance, and reviewing and inspecting Stormwater Management Plans. Commissioner Mahan motioned to update the ordinances and the cost not to exceed \$30,000. Commissioner Rinehart seconded. Approved 5-0.

Task #3 is an audit of the water system, which includes analysis of permitting, storage capacity, and billing data. Dewberry will help determine how much water is being lost, using methods that follow State guidelines. Not only will this help improve the efficiency of operations, but will also help obtain grant funds in the future. Commissioner Akers motioned to approve Task #3 for the water system audit, which will be funded through the Utility Fund for \$24,900. Commissioner Rinehart seconded. Approved 5-0.

Public Comment

Karl Fockler spoke in regards to the annexation of the Charlestown Manor Beach campground. He said he thinks it would be a good idea, since additional property tax revenue would go to the Town. Regarding C-Dock, he suggests the board have legal counsel present when deciding the status of the lease.

There being no further comment, Commissioner Akers motioned to go into Executive Session. Commissioner Mahan seconded. Approved 5-0.

Meeting adjourned at 7:22 PM.

Respectfully submitted,

Kathy SanDoe, Town Clerk