

# The Town of Washington

"THE FIRST WASHINGTON OF ALL"

November 13, 2017

7:00 p.m.

Approved Minutes

- CALL TO ORDER: Mayor John Fox Sullivan called the Town Council meeting to order at 7:04 p.m. Council members Mary Ann Kuhn, Jerry Goebel, and Katharine Leggett were present. Council members Patrick O'Connell and Brad Schneider were absent. Council member Gary Aichele resigned effective Oct. 31, 2017. Town Attorney John Bennett and Town Clerk Laura Dodd were present.

Mayor Sullivan welcomed Steven Harvey, Congressman Tom Garrett's Outreach Director. Mr. Harvey discussed he would be at the Rappahannock County Library the next day from 12:30 to 1:30 P.M. to address any concerns that the public might want to bring to the Congressman's attention.

- MINUTES: August 14, 2017 draft minutes: Ms. Kuhn gave Ms. Dodd some typographical and grammatical corrections. Ms. Leggett moved that the minutes be approved as corrected and Mayor Sullivan seconded and the motion passed 4-0.

- REPORTS: Treasury Report: Mr. Goebel reviewed the attached Bank Summary Report, the Bills-To-Be-Paid list and the Additional Bills to Be Paid List.

Mayor Sullivan made a motion to approve the Treasurer's Report and Ms. Kuhn seconded and the motion passed 4-0.

Planning Commission: There was no report from the Planning Commission. Chairman Fred Catlin discussed that the Planning Commission was waiting to support actions that were recommended to the Council in conjunction with the Comprehensive Plan.

Architectural Review Board: Mayor Sullivan reported that there had been two applications approved last week.

Mayor Sullivan discussed that the Middle Street Gallery was moving back to the back portion of their old building on Middle Street and would be holding an open house on Saturday, December 9th. He reported that on December 10<sup>th</sup> the annual Christmas/Holiday Parade, led by Judy deSarno, would be held starting at 1 p.m. with the artisan market starting at 11:30 a.m. He discussed that the Inn at Little Washington would also be holding a market. He discussed that the Town's Christmas party would be held on Sunday, December 17<sup>th</sup> at 5:30 p.m. and people were welcomed to attend.

- TOWN ATTORNEY: Mr. Bennett had no report.
- PUBLIC HEARING: Consideration of Changing the Town Election Date from May to November to concur with Statewide Elections as per the request from the County Registrar of Voters:

Mayor Sullivan opened the public hearing.

Ms. deSarno discussed that the change in dates would result in a larger voter turn-out, would also allow for absentee voting, and would save the Town money.

There being no further public comments Mayor Sullivan closed the public hearing.

Ms. Kuhn made a motion to adopt the Ordinance (attached) to change the Town election date from May to November to concur with the November elections and Ms. Leggett seconded and a roll call vote was taken:

Ms. Leggett voted "yes"

Mayor Sullivan voted "yes"

Mr. Goebel voted "yes"

Ms. Kuhn voted "yes"

And the motion passed 4-0.

• **OLD BUSINESS:** a). Update on an Ordinance to Address P to P (Nee Air BNB's) within the Town of Washington: The Council agreed by consensus to table this agenda item.

b). Post Office Update: Mayor Sullivan reported that the Post Office had decided to relocate as they wanted more space-2,500 square feet up from the current 1,800 feet. He discussed that although the Post Office had expressed a desire to stay in town, they also were looking at sites near to the Town, and other sites within the zip code of the Town of Washington.

There was a short discussion of possible locations in the Town with the majority of comments being in favor of the post office being in town with Ms. deSarno expressing support of the Abdo "Old VDOT" property located just outside of town.

Alan Comp spoke in favor of the Town advocating the Town owed Warren Ave. property as the new location.

Mr. Bennett discussed that if the site selected was in town and was allowed by right it would come before him as Zoning Administrator and a site plan would have to be submitted which he would bring back for discussion to the Council. He discussed that if it was not allowed by right it would come before the Council as a Special Use Permit request, along with a site plan, at an advertised public hearing. He discussed that the Post Office Service would pay attention to the Town Council's recommendation for an in-town site.

Mr. Catlin discussed that he understood that any possible site needed to be accessible to tractor trailers.

Mayor Sullivan discussed that Rick Hancock, the post office real estate specialist, would be coming to visit with potential site owners and that he might hold a public forum on the relocation in the near future.

• **NEW BUSINESS:** a). ESS Proposals: Mayor Sullivan discussed that the Town was being required by the Federal government to make electrical and safety upgrades at the Wastewater Treatment Plant. He discussed that Mr. Schneider had been very helpful in working with ESS to find less expensive solutions.

1. Electrical Labeling: This item was tabled by consensus as the proposals had not been received.

2. Safety Upgrades: This item was tabled by consensus as the proposals had not been received.

3. Flow Meter Replacement: Ms. Dodd discussed that the Town had received some emails from ESS describing two options for replacing the flow meter at the Wastewater Treatment Plant where one option was quoted at \$7570 for the part and ESS's labor and a second option was for \$3,870 for parts and labor.

Ms. Kuhn expressed her concerns that the proposal was not in the usual proposal form with information to be considered. After a short discussion, Ms. Kuhn made a motion to approve up to \$3,870 on a proposal from ESS to install a flow meter after a formal itemized quote had been received by the Town and Mr. Goebel seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. Goebel voted "yes"
Mayor Sullivan voted "yes"	Ms. Leggett voted "yes"

And the motion passed 4-0,

b). Country Water Proposal to Install Heater at Water Plant: Ms. Dodd discussed that the heater at the Water Treatment Plant was broken and the Town had received a proposal from Country Water to replace for \$1,887.00. Ms. Kuhn made a motion to approve up to \$1,887 to replace the heater and Ms. Leggett seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. Goebel voted "yes"
Mayor Sullivan voted "yes"	Ms. Leggett voted "yes"

And the motion passed 4-0,

c). Big A Painting Proposal to Paint the Town Hall Roof: Alan Comp discussed that the Town Hall roof needed to be painted. He discussed that Big A Painting had been chosen by the County to do some work based on the quality of their work. After a short discussion, Mr. Goebel made a motion to approve up to \$6,000 for Big A Painting to paint the Town Hall roof by brush and Mayor Sullivan seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. Goebel voted "yes"
Mayor Sullivan voted "yes"	Ms. Leggett voted "yes"

And the motion passed 4-0,

d). Council member Vacancy-Letters of interest: Mayor Sullivan discussed that there was now a vacancy on the Council due to Gary Aichele's resignation and that the Council was seeking letters of interest to be received by close of business on December 8, 2017 from residents interested in being appointed at the December Council meeting.

e). Christmas Party and Greens Funding: Mr. Goebel made a motion to authorize up \$1,800 to be spent on the Town Christmas Party and on holiday greenery and Ms. Kuhn seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"	Mr. Goebel voted "yes"
Mayor Sullivan voted "yes"	Ms. Leggett voted "yes"

And the motion passed 4-0,

- PUBLIC FORUM: Mayor Sullivan opened the Public Forum.

Mr. Comp discussed that the Planning Commission had sent a letter with recommendations to the Council of important steps for moving forward after the Comprehensive Plan and he hoped it wouldn't be shoved up on a shelf.

Mayor Sullivan discussed that the Town would be moving forward on those recommendations.

Mayor Sullivan closed the Public Forum.

Sharone Proper discussed that she liked the two new handicapped accessible corners put in by VDOT at the corner of Porter and Gay Streets.

Mayor Sullivan discussed that VDOT would not be putting in anymore handicapped accessible corners. He discussed that the Trinity Church would be putting in a new had railing at the corner of Gay Street as per Ms. Proper's request.

- CLOSED SESSION: There was no closed session.
- ADJOURNMENT: At 8:15 p.m. Mr. Goebel moved to adjourn and Ms. Leggett seconded and the motion passed 4-0.

NEXT REGULARLY SCHEDULED COUNCIL MEETING ON DECEMBER 11, 2017

Respectfully submitted,

Laura Dodd

Attachments:

Treasurer's report

Additional Bills to be Paid

Bills to be Paid

Ordinance to Change the Town Election Date

Country Water Heater Proposal

Big A Painting Town Hall roof Proposal

ESS Flow Meter Proposal