

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

January 8, 2018

7:00 p.m.

Approved Minutes

- CALL TO ORDER: Mayor John Fox Sullivan called the Town Council meeting to order at 7:01 p.m. Council members Mary Ann Kuhn, Jerry Goebel, Fred Catlin, Patrick O'Connell, Brad Schneider, and Katharine Leggett were present. Town Attorney John Bennett was absent. Town Clerk Laura Dodd was present.

The Council agreed by consensus to an additional Old Business agenda item of a Task Force Update.

- OLD BUSINESS:
 - a). Postal Service Presentation: Rick Hancock, Real Estate Specialist, and New Space Acquisitions Manager for the United States Postal Service (USPS) made a short presentation on the Washington Post Office relocation. He discussed that he was the point of contact for the alternative solutions to the potential relocation and that their first step in the process was to reach out to local government and to hold a public meeting to allow feed-back and comments from the public. He discussed that the Post Office did not know where or when they were relocating but they were soliciting comments for thirty days minimum. He discussed that the site review process was underway with potential property owners, whether in town or out-side of town. He discussed that he would be taking feedback back to his manager, who would be making the determination to move forward. He discussed that they were looking for approximately 20,000 square feet with approximately 20 parking spaces. He discussed that any site proposals from property owners would come to him and that he would be working with them to see what they had and what they hoped to achieve and he would then guide them through the rest of the process, after which his manager would review the proposals. He discussed it was a lengthy process. He discussed that after the 30 day minimum allowed for public comment; management would review public comments on the project and determine whether to move forward.

He discussed that he would accept any proposals and do due diligence on them and he would work with the property owners. He discussed that the proposals would then go to operations to see what would work economically and then it would go to management for the final decision, all of which was a lengthy process.

He discussed that they were looking at a rental property and were not looking to buy the space. He discussed that they were looking for a 5 year lease with two additional 5 year lease options. He discussed that they were not looking at closing the Post Office or merging it with another post office.

b). Community Input: Bill Walton, a county resident in the Washington zip code, asked if there was a requirement for space for 18 wheel tractor trailers.

Mr. Hancock discussed that tractor trailers may not be necessary but each space would have to be analyzed on how to get the mail and packages in and out.

Demaris Miller, a county resident in the Washington zip code, expressed her concerns about the current unavailability of parking spaces and discussed that she was looking

forward to a new location which was easily accessible for both patrons and the Postal Service.

Jean Goodine, town resident, asked for an estimated time line for when the move would be executed.

Mr. Hancock discussed that question was hard to answer but it would probably take a year.

Ms. Goodine asked if there would be another Council meeting when the decision had been made.

Mr. Hancock said no and discussed that it would be an executive decision made by postal management based on their criteria although public comments on the project and his recommendations would be taken into consideration.

John Bourgeois, a county resident within the Washington zip code, discussed that he came into town every day to the post office and had found a parking spot each day.

Mr. Walton discussed that it was important that the post office fit the unique character of the town and he spoke against moving the post office out on to Route 211.

John Lesinski, Hampton District Board of Supervisor representing the Town of Washington, discussed the close connection of the Town and the County as the County Seat, and asked that Mr. Hancock look at the economic activity of the Town as it related to the Post Office and spoke in favor of the new location being in town or very closely adjacent to it.

Caroline Anstey, Town resident, discussed that she understood that some of the reasons for the new location was the need to handle more packaging and she asked if additional packaging could be handled differently or in an adjacent space.

Mr. Hancock discussed that he was not going to go into operations but they would look at expansion. He discussed that packages had changed how spaces had been used and did change what spaces they were looking at.

Gary Aichele, a County resident within the Washington zip code, discussed that the post office was the heart of the town and he spoke in favor of keeping a pedestrian friendly post office within the town.

Laura Grisby, a County resident within the Washington zip code, spoke in favor of the post office being outside of Town to be more accessible to residents within the 22747 zip code. She asked for contact information.

Mr. Hancock gave his email as richard.a.hancock2@usps.gov.

Brenda VanNess, a County resident within the Washington zip code, spoke in favor of the post office being out on Route 211 in the commercially zoned area.

Mr. Hancock discussed that he was aware that there were potential sites out on Route 211 and that they had not been eliminated.

After some further short discussion, Mr. Hancock discussed that operations would be making the final location decision.

- MINUTES: October 9, 2017 draft minutes: Ms. Kuhn gave Ms. Dodd a few corrections. Ms. Leggett made a motion to approve the October 9, 2017 minutes as corrected and Mr. Goebel seconded and the motion passed 7-0.
- REPORTS: Treasury Report: Treasurer Goebel reviewed the attached Bank Summary Report, the Bills-To-Be-Paid list and the Additional Bills to Be Paid List.

Ms. Kuhn made a motion to approve the Treasurer's Report and Mayor Sullivan seconded and the motion passed 7-0.

Planning Commission: Chairman Catlin discussed that the Planning Commission had not met on December 27th as they had lacked a quorum. He reported that the Planning Commission would be meeting on January 22, 2018 when they would be reviewing the P to P Ordinance.

Architectural Review Board: Mayor Sullivan reported that the ARB had not met as there were no applications.

- TOWN ATTORNEY: Mr. Bennett was absent.

- OLD BUSINESS: a). Appointment of a Planning Commission member: Mayor Sullivan discussed that there was a Planning Commission vacancy due to Brad Schneider stepping down and that the Town had received a letter of interest in being appointed from Caroline Anstey. He discussed that Ms. Anstey had lived in town for the last several years and had an extraordinary career in global finance and in journalism.

Chairman Catlin discussed that the Planning Commission was excited at the possible appointment of Ms. Anstey.

Mayor Sullivan nominated Ms. Anstey to fulfill the term left vacant by Mr. Schneider on the Planning Commission and Mr. Schneider seconded and a roll call vote was taken:

Mr. Schneider voted “yes”	Mr. Goebel voted “yes”
Mr. O’Connell voted “yes”	Ms. Leggett voted “yes”
Ms. Kuhn voted “yes”	Mr. Catlin voted “yes”
Mayor Sullivan voted “yes”	

And the appointment was approved 7-0.

- b). Task Force Update: Mr. Catlin discussed that after the last Council meeting he had come up with the following task forces: Infrastructure, Business Development, Tourism, Housing, and Finance and Administration. He discussed that the ARB would address preservation and maintenance of the historic character of the town and that the Planning Commission would look at the Zoning Ordinance and expanding the Town’s boundaries.

Mayor Sullivan discussed that the idea was to involve as many people as possible, along with the Council, Planning Commission, and the ARB, to help the Town move forward, whether they lived in town or not.

Mr. Catlin discussed that the Council would be looking closer at the task forces at the February meeting of the Town Council.

- NEW BUSINESS: a). ESS Proposal to Replace a Check Valve at the Wastewater Treatment Plant: Mr. Schneider discussed that the proposal to replace the check valve seemed reasonable and necessary. He discussed that he would working with ESS on long term planning. He made a motion to approve the ESS quote #1 of up to \$1,807.10 to replace a check valve and Ms. Kuhn seconded and a roll call vote was taken:

Mr. Schneider voted “yes”	Mr. Goebel voted “yes”
Mr. O’Connell voted “yes”	Ms. Leggett voted “yes”
Ms. Kuhn voted “yes”	Mr. Catlin voted “yes”
Mayor Sullivan voted “yes”	

And the motion passed 7-0.

- PUBLIC FORUM: Mayor Sullivan opened the Public Forum. Ms. Goodine thanked the Town and all those involved in the Christmas Parade and the Christmas Party. She discussed that along with sending the Christmas Party invitations in the water bills they should also be sent separately. She discussed that some people had not received invitations.

Ms. Dodd discussed that she had sent the invitations both in the water bills and separately but unfortunately some invitations had been returned after the Christmas Party. She discussed she would be more diligent next year.

Ms. Goodine expressed her concern about the amount of candy being thrown at the parade and how much had been left in the streets, where her dog had gotten into it.

Mr. Catlin discussed that next year people would be more steadfast in not throwing candy.

Nancy Buntin discussed that the task forces needed more people and that ways needed to be found to get information out to more people...perhaps by separate letter.

Mr. O'Connell discussed that key people needed to be invited personally.

Mr. Aichele discussed that once the town made up the task forces the newspaper could possibly cover the need for more membership. He discussed that although he had heard a lot of positive feed-back on the parade, parking had been an issue with many people ignoring the no parking signs.

Mayor Sullivan discussed that although the Town had nothing to do with the parade, the parade committee would get the message about the parking issues and problems.

Mayor Sullivan closed the Public Forum.

- CLOSED SESSION: There was no closed session.

- ADJOURNMENT: At 8:10 p.m. Mr. Goebel moved to adjourn and Mr. Schneider seconded and the motion passed 7-0.

NEXT REGULARLY SCHEDULED COUNCIL MEETING ON FEBRAURY 12, 2018

Respectfully submitted,

Laura Dodd

Attachments:

Treasurer's report

Additional Bills to be Paid

Bills to be Paid

ESS Check Valve Proposal

Caroline Anstey Letter of Interest in being appointed to the Planning Commission.