

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

September 9, 2019

7:00 p.m.

Approved Minutes

- CALL TO ORDER: Mayor Fred Catlin called the Town Council meeting to order at 7:00 p.m. Council members Mary Ann Kuhn, Patrick O'Connell, Katharine Leggett, Brad Schneider and Gail Swift were present. Council member Joe Whited arrived at 7:27 p.m. Town Attorney John Bennett and Town Clerk Barbara Batson were present.
- APPROVAL OF THE AGENDA: Mayor Catlin made a motion that the agenda be approved with two changes: 1) Add item C under old business, final report of streetlight replacement and 2) Move Item H, Rappahannock Garden Club Tree Presentation, to the top of the agenda. Ms. Swift seconded.

Mr. Schneider moved to amend the motion to include tabling Item C under New Business, Wastewater Treatment Proposals, to the next Council meeting. Mayor Catlin and Ms. Swift concurred and a roll call vote was taken:

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Ms. Kuhn voted "yes"

Ms. Leggett voted "abstain"

Mr. O'Connell voted "yes"

Mayor Catlin voted "yes"

And the motion passed 5-0 with Ms. Leggett abstaining and Mr. Whited absent.

- NEW BUSINESS:
(h). Rappahannock Garden Tree Presentation

Ms. Linda Webster representing the Rappahannock Garden Club gave a presentation of the "Little Washington in Bloom" program. Ms. Webster, Ms. Fawn Evenson and Ms. Ruth Welsh, shared the benefits of trees in a community (reduced crime rates, increased property values, and environmental benefits). Ms. Evenson is leading the recruiting effort and going door-to-door to local businesses. Fifty trees have been requested so far. Applications were sent to Town residents and businesses via email and included in the water bills. The Garden Club requested access to Town property to host a kickoff event in the fall and involve the schools in tree planting in the spring. The deadline for submitting an application is September 20, 2019. Additional trees, above the two offered for free, may be purchased for a fee. Mayor Catlin thanked the garden club for its efforts. Planting date is October 19, 2019.

MINUTES: Ms. Kuhn made a motion to accept the minutes as corrected and Ms. Leggett seconded and a roll call vote was taken:

Mr. Schneider voted "yes"

Ms. Swift voted "yes"

Ms. Kuhn voted "yes"

Ms. Leggett voted "yes"

Mr. O'Connell voted "yes"

Mayor Catlin voted “yes”
And the motion passed 6-0 with Mr. Whited absent.

- REPORTS:

Mayor’s Report:

Mayor Catlin thanked everyone for their participation in the September 8 afternoon reception honoring retiring Town Clerk Laura Dodd, with special thanks to Ms. Leggett, Ms. Kuhn and Ms. Swift, for organizing the event and Mr. O’Connell and the Inn at Little Washington for providing champagne and other items. Mayor Catlin thanked Ms. Dodd for her 16 years of service amid clapping from the meeting attendees.

Mayor Catlin reported VDOT paving should begin on 9/30/19. Paving will occur on Gay Street and a number of cross streets except for Middle Street

The Mille Magilia international car rally will come through town on 10/25/19 between 8:30 a.m. and 9:45 a.m. Rally participants will be coming down Main Street and turning into the church parking lot. Each car will get stamped at the Inn and leave via Main Street. Approximately 40 cars are expected.

Treasury Report:

Ms. Swift brought to the Council’s attention a bill on the Bills to be Paid report for Rockie Maids, who did a deep cleaning of the Town Hall. A window in the hall is expected to be repaired in the coming week.

Ms. Leggett made a motion to accept the treasury report and Mr. Schneider seconded and a roll call vote was taken:

Mr. Schneider voted “yes”	Ms. Swift voted “yes”
Ms. Kuhn voted “yes”	Ms. Leggett voted “yes”
Mr. O’Connell voted “yes”	
Mayor Catlin voted “yes”	
And the motion passed 6-0 with Mr. Whited absent.	

Planning Commission Report: Ms. Caroline Anstey

Chairman Anstey reported that the next Planning Commission meeting will be held on September 23, 2019.

Architectural Review Board Report:

There was no representative from the ARB present. Mayor Catlin reported that the next ARB meeting is scheduled for September 11, 2019 at 7:00 p.m.

- TOWN ATTORNEY: Mr. Bennett had no report.
- OLD BUSINESS:

(a) Resolution Welcoming Requests for Boundary Line Adjustment: Planning Commission Chairman Anstey reported that the Planning Commission made a change to the resolution clearly defining what the fullest extent of the boundary line would be when including both Piedmont Avenue and Harris Hallow Road.

Mayor Catlin discussed the resolution did not mean the Town would increase its borders, but is intended to open the application process to boundary line adjustment requests. He also reminded everyone any applications must be approved by the Planning Commission, Town Council, County Board of Supervisors and the Circuit Court.

Ms. Swift made a motion to accept the resolution as amended, (see attached), and Mr. O’Connell seconded. Public comments were heard. Town resident M.E. Lewis asked for clarification if the resolution would allow development of property near hers. Mayor Catlin clarified the resolution was only to allow application requests to expand the Town boundary and did not include development of current Town property.

Mr. Whited joined the session at 7:27 p.m.

A roll call vote was taken to approve the amended resolution:

Mr. Schneider voted “yes”	Ms. Swift voted “yes”
Ms. Kuhn voted “yes”	Ms. Leggett voted “yes”
Mr. O’Connell voted “yes”	Mr. Whited voted “yes”
Mayor Catlin voted “yes”	
And the motion passed 7-0	

(b) Consider and confirm salary and benefits of the new Town Clerk: The Town Clerk salary of \$50,000 was not included in the hiring approval during the last meeting. Ms. Swift motioned to approve the salary and Ms. Kuhn seconded.

A roll call vote was taken:

Mr. Schneider voted “yes”	Ms. Swift voted “yes”
Ms. Kuhn voted “yes”	Ms. Leggett voted “yes”
Mr. O’Connell voted “yes”	Mr. Whited voted “yes”
Mayor Catlin voted “yes”	
And the motion passed 7-0	

(c) New Street Lights: Ms. Swift reported street light option #4, Light Efficient Design – LED for HID retrofit with added filter, had the most votes. As new lights go up they will be replaced with #4.

- NEW BUSINESS CONTINUED:

(a) Planning Commission (PC) Terms of Reference: Chairman Anstey informed the Town Council that the Planning Commission, working with the Town Attorney, had completed the Planning Commissions Terms of Reference (see attached.)

(b) Impact Assessment for New Town Growth: Mayor Catlin discussed there was an opportunity through a grant from the Rappahannock Rapidan Regional Commission to have a professional consultant, Torti Gallas + Partners, invite the public to three public forums to research the capacities of the wastewater and water systems. The project will include three phases; kickoff meeting and site visit, initial review and analysis, and community design process.

Chairman Anstey discussed Planning Commission's concerns (see attached list.) These included the grant doesn't cover printing and travel costs or evaluation of the current sewer footprint; the business community is not mentioned in the stakeholder outreach within the proposal; the grant discusses creating one master plan. She suggested options were needed instead of a single plan given the small size of the community. The proposal, as written, also calls for town council approval which Ms. Anstey discussed governance-wise was not appropriate as it is input amongst a growing body of research. Ms. Anstey discussed that full transparency of where the funds are coming from is needed to ensure it's not from people who have an interest in developing the town.

Mayor Catlin discussed that he wanted to garner the sense from council members if the Town should pursue this opportunity and that formal approval at tonight's meeting was not required. Ms. Leggett asked Mr. Schneider if he believed the current sewer footprint needed to be reviewed. Mr. Schneider agreed and discussed the need to see if the facility was doing the job as intended. He discussed the review will determine if there are things that can be done to grow capacity and make the plant more efficient and reduce costs, and review how capacity would be impacted by growth.

Chairman Anstey wanted to know if the Town could obtain the grant to cover the new footprint. The Council discussed further investigation would be needed before moving forward such as getting a firm fixed price estimate for any additional costs the Town would incur.

(e) FEMA Update:

Mayor Catlin reported that the FEMA environmental report is available in the Town Clerk's office and Town property is no longer in the flood plain.

(f) New Email Addresses:

Joe Whited discussed he was working to create email accounts for Town Council, ARB, and PC members to be compliant with record keeping rules and to assist with FOIA requests. He discussed he was also looking at options to redesign the Town website.

(g) Possible Reschedule of October 14, 2019, Columbus Day Council Meeting:

Mayor Catlin discussed the next regularly scheduled TC meeting falls on the Columbus Day holiday. Ms. Leggett motioned to approve rescheduling the meeting date to October 15, 2019 and Ms. Swift seconded.

A roll call vote was taken to approve the date change:

Mr. Schneider voted “yes”	Ms. Swift voted “yes”
Ms. Kuhn voted “yes”	Ms. Leggett voted “yes”
Mr. O’Connell voted “yes”	Mr. Whited voted “yes”
Mayor Catlin voted “yes”	
And the motion passed 7-0	

• Public Forum:

Mayor Catlin Opened The Public Forum: Mayor Catlin discussed the U.S. Post Office will be closing on September 14, 2019 and construction of the new building will begin soon. The new building is expected to be completed in early January 2020. He reported that mail will be delivered to the Sperryville Post Office in the interim.

Ms. Swift introduced new Town resident, Tommy Bruce.

Mayor Catlin closed the public forum.

• ADJOURNMENT:

At 8:55 p.m. Ms. Swift made a motion to adjourn and Ms. Kuhn seconded and the motion passed 7-0.

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL IS
October 15, 2019

Barbara Batson, Town Clerk

Attachments:

Treasurer’s report

Additional Bills Paid

Bills to be Paid

Garden Club Tree Application

Planning Commission Terms of Reference

Resolution Welcoming Boundary Amendments

Draft Impact Assessment Proposal from Torti Gallas + Partners

Mayor Catlin’s Report on Impact Assessment