



Cape Charles Gazette

Publication Date: November 4, 2011

We hope that you will enjoy reading the Cape Charles Gazette which is the electronic newsletter published from time to time by the Town Manager on behalf of the municipal government of the Town of Cape Charles. The Gazette provides a variety of information that we believe will be useful to the citizens and businesses of Cape Charles as well as those who plan to travel to Cape Charles or have any interest in our Town or the Town's government. The Gazette provides information on actions being undertaken or being considered by the Town government, upcoming activities in the Town, important public safety and security issues and emergency announcements.

We welcome your responses which may be sent to gazette@capecharles.org, by regular mail to 2 Plum Street, Cape Charles, VA 23310 or by calling (757) 331-3259.

We also encourage you to visit the Town's website at www.capecharles.org where you will find up-to-date information about the operation of the Town government.



Fire Safety for Kids

November 6, 2011

3:00 PM

At the Cape Charles Fire House

EMAIL CONTACTS:

- [Mayor](#)
- [Town Council](#)
- [Town Manager](#)
- [Treasurer](#)
- [Town Clerk](#)
- [Code Enforcement](#)
- [Town Planner](#)
- [Public Works/Utilities](#)
- [Harbor](#)
- [Library](#)
- [Police](#)
- [Recreation](#)
- [Newsletter Feedback](#)

The Cape Charles Volunteer Fire Company needs your support! Want to get involved with your local fire department? Information will be available regarding the organization of a Fire Department Auxiliary for Cape Charles Station 15.

3:00 PM – Fire Truck Tours

3:15 PM – Mayor Dora Sullivan will introduce our Auxiliary Recruitment. Members of the Fire Company will discuss the importance of having an auxiliary and volunteers will be available to answer questions.

3:35 PM – Fire Safety Talk to children and parents.

There will be activities for the children and refreshments will be served. We hope to see you there!



TOWN HARBOR—VA CLEAN MARINA

Smitty Dize, Harbor Master, reported the following:

- The current Harbor office hours are 8 AM – 4:30 PM daily.
- The Off-Season rates are in effect.
- **Harbor Redevelopment Project – Phase 1:**
 - On 10/18, proposals were received from the 5 pre-qualified firms. The proposals have been reviewed by the Harbor Area Review Board and the Review Committee and the 5 firms have been interviewed in regards to their proposals. Their recommendation will be presented to the Town Council at the 11/10 regular meeting.
 - At the 10/13 regular meeting, the Town Council approved awarding the lease of property at the Harbor to The Hungry Crab LLC for a restaurant.
 - Smitty, Tom Bonadeo and Bob Panek met with Jon Dempster, the Hungry Crab LLC, regarding the lease, acreage, parking and layout of the proposed restaurant.
 - We are very excited to see the projects in our Harbor Master Plan come to fruition!
- Smitty has been meeting with the OpSail 2012 Steering committee and the event is progressing nicely. Stay tuned for more information regarding OpSail 2012 which is scheduled for June 2012!
- Smitty had been collecting quotes for future work at the Harbor for the bio-retention beds, the walkway and rails, electrical services and the clam shell parking area.
- Staff has been busy with routine maintenance and repairs around the Harbor in preparation for winterization.
- The old light poles have been removed from the West Dock and all the feather flags have been removed for the winter.



CODE ENFORCEMENT

Jeb Brady, Code Official, reported the following:

- **Central Park Project:**
 - The fountain repairs and tree replacement are scheduled to be completed by the end of this month.
 - Testing of a BMP is scheduled for next week.
 - The irrigation system is scheduled to be winterized on 11/15.
- 28 Erosion & Sedimentation Control inspections, 66 building inspections and 2 zoning clearances were performed in October.
- Jeb continues the site inspections on the New Wastewater Treatment Plant project.
- Jeb serves on the review committee for the Harbor Bath House Project and assisted with the interviews of the firms regarding the proposals which were received on 10/18.
- Worked on the Town's portion of the Eastern Shore Hazard Mitigation Plan.
- 2 final notices of violation were sent out on structures that are in uninhabitable condition. The owners have 15 days to comply or legal action will be pursued.
- Information regarding Lead-Based Paint regulations has been hand-delivered to all the citizens of the Historic District along with information on obtaining permits and hiring contractors. A link to the [U.S. Environmental Protection Agency Lead-Based Paint](#) web page has also been placed on the Code Enforcement page of the Town's website. This information is critical for property owners with homes build prior to 1978 as well as for contractors who may be performing work on these homes.
- A FOIA request has been completed for all building permits issued by the Town during 2011.

TOWN CLERK

Libby Hume, Town Clerk, reported the following information:

- **Upcoming Meetings:**
 - Thursday, November 10, 2011:
Town Council Public Hearing & Regular Meeting starting at 6:00 PM at the St. Charles Parish Hall.
[Public Hearing Ad](#) / [Public Hearing Agenda](#) / [Regular Meeting AGENDA](#)
 - Tuesday, November 15, 2011:
Broadband Management Team Meeting starting at 2:00 PM at the Town Hall.
Historic District Review Board Meeting starting at 4:30 PM at the Town Hall.
 - Tuesday, November 17, 2011: tentative
Harbor Area Review Board Meeting starting at 6:00 PM at the Town Hall.
 - Thursday, November 21, 2011:
Town Council Work Session starting at 6:00 PM at the Town Hall.
 - Tuesday, December 6, 2011:
Planning Commission Regular Meeting starting at 6:00 PM at the Town Hall.
 - Thursday, December 8, 2011:
Town Council Regular Meeting starting at 6:00 PM at the St. Charles Parish Hall.
 - **The Town offices will be closed on Friday, November 11, 2011 in observance of Veterans' Day.**
 - **The Town offices will be closing at noon on Wednesday, November 23, 2011, and closed on Thursday, November 24, 2011, and Friday, November 25, 2011, for the Thanksgiving Day holiday.**
 - **Cape Charles is Looking for a Few Good Volunteers!** The Town is seeking citizens who are interested in volunteering their time in assisting the community on the following Boards:
 - **Historic District Review Board.** The Historic District Review Board oversees the Town's Historic District. Regular meetings are held the third Tuesday of every month at 4:30pm. Work sessions are scheduled on an as-needed basis.
 - **Planning Commission.** The Planning Commission serves as an advisory body to the Town Council for planning-related matters. Regular sessions are held the first Tuesday of every month at 6:00pm. Public hearings and work sessions are scheduled on an as-needed basis.
- If you are interested in serving on either the **Historic District Review Board** or **Planning Commission**, please complete the Cape Charles Boards & Commission Application (see below) and return it to Libby Hume.
- **If you are interested in serving on any of the Town's boards, even if there is currently no vacancy on the Board or Commission of your choice, please complete the [Cape Charles Boards & Commission Application](#) and return it to Libby Hume at the Town Hall or send by email to clerk@capecharles.org.**



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PLANNING DEPARTMENT

Tom Bonadeo, Town Planner, reported the following:

- The **Planning Commission** held their regular meeting on 11/1 and reviewed the following:
 - Their work continued on a Sign Ordinance. Using the International Zoning Code Sign Ordinance as a starting point, the Definitions Section was reviewed and compared to the current ordinance.
 - The Commissioners reviewed Section of the Cape Charles Zoning Ordinance regarding demolition of structures in the Historic District. Minor changes may be recommended to assure Council that only the unsafe buildings are dealt with and that the post demolition plans improve the area.
 - The Commission began their review of the Harbor District Zone specifically related to the Mason Avenue Mixed Use area. The review centered on density for conditional uses in both the Harbor District and Commercial area. This area of the Zoning Ordinance is not defined by numbers. Density includes the number of dwelling units per acre, the square footage of those units, parking requirements and the required open space.
- The **Historic District Review Board** held their regular meeting on 10/18 and reviewed 2 applications. The Board approved a garage in the 500 block of Monroe Avenue and a rear addition to 102 Madison Avenue. This type of activity is good to see in light of the current economy.
- The **Broadband Project** is in the final stages and experimental services are being installed I Onancock and Parksley. Staff expects to have a proposal to test wireless service in Cape Charles as well. Bay Creek Communications is using the network to provide service to its customers.
- The changes to the **Enterprise Zone** will allow our newest B&B to take advantage of the program and could help offset some of the capital investment in remodeling the home. This is great for the property owner and the Town.
- Tom is also working on:
 - The **Design-Build Project for the Harbor Bath House**. The updates to the original proposals have been received and the cost proposals were opened on 11/3. The committee and Town Manager will review the cost proposals and a recommendation will be made to the Town Council at their 11/10 Regular Meeting.
 - The Virginia Department of Emergency Management (VDEM) has approved the draft of the Hazard Mitigation Plan and a final draft is being prepared.
 - Tom met for the second time with FEMA and the VDEM regarding damages from Hurricane Irene. A "beach specialist" is expected to be in Town next week.

RECREATION DEPARTMENT

Jen Lewis, Community Events / Recreational Coordinator, reported the following:

- **Committee Updates:**
 - The **19th Annual Eastern Shore Birding & Wildlife Festival** took place on 10/7-10/9. It was great weekend for birders with complete cooperation from Mother Nature! The committee has not met since the event so the final attendance numbers are not available at this time. The next meeting to recap the 19th Annual Festival and start planning for the 20th Annual Festival is scheduled for 11/8 at 1PM at the Bay Creek Realty office.
 - The **New Roots Youth Garden** committee met on 10/31. There are currently 2 beds that have been planted with fall plantings. 7 youth attended one work day and the next work day is 11/3 at 4PM. The shed is near completion and the committee is picking out the color scheme. Sean Ingram donated his time to finish the roof. The next phase will be an overhang that kids can work under in inclement weather. The committee is currently selling homemade pumpkin and pecan pies for the holidays straight from the kitchen of Chef Amy Brandt! Please [click here](#) for details on the variety of pies available and information on how to place your order.
- **Holiday Events:**
 - Trunk-or-Treating proved to be quite a challenge this year. The weather turned cold and rainy so all activities were moved to the Cape Charles Fire Hall. Even with the last minute change in venue, more children were in attendance than the past 2 years!
 - The Cape Charles Christian School had a Pumpkin Chunkin contest and their Pumpkin Run was postponed until 11/5.
 - Harbor Master Smitty Dize and Harbor Assistant Kendal Scott dressed as pirates and passed out candy.
 - The highlight again this year was the piñata that seemed to last forever.
 - Next year's Trunk-or-Treat is scheduled for 10/27/12 and several surprises have already been planned!
- If you are interested in holding an event at Central Park or the Beach, please complete the appropriate Use of Facility application and submit it to [Jen Lewis!](#) [Use of Facility Application – Central Park](#) / [Use of Facility Application – Other Areas](#).
 - If you are interested in holding your event at the Cape Charles Harbor, please complete the [Use of Facility Application – Cape Charles Harbor](#) and submit it to [Harbor Master Smitty Dize](#).



RECREATION DEPARTMENT (CONTINUED)

• Upcoming Events:

- 11/6 – Fire Safety for Kids and Cape Charles Volunteer Fire Company Auxiliary Recruitment at 3:00 p.m.
- 11/15 – Holiday Sweets at Heritage Acres at 1:00 p.m.
- 12/2 – 16th Annual Northampton County Holiday Progressive Dinner Tour
- 12/3 – Santa Train arrives in Cape Charles at 9:00 AM
- 12/3 – Grand Illumination of Central Park
- 12/6 – Mega Bingo at Heritage Acres
- 12/10 – Cape Charles Volunteer Fire Company Tool Mania

CAPE CHARLES MEMORIAL LIBRARY

Ann Rutledge, Library Manager, reported the following:

- During the month of October, a total of 41 children and caregivers attended the **Toddler/Preschool Storytime** which is held on Thursdays at 10:30 AM. A total of 42 people attended the **Arts & Crafts** programs.
- On 10/28, the Library showed the children's movie *Hocus Pocus* for Halloween.
- The Library participated in Truck-or-Treat on 10/29.
- On 10/31, the **Friends of the Cape Charles Memorial Library** handed out candy to 150 trick-or-treaters at the Library. The Library also held a raffle for 4 Halloween book bags, filled with books for children.
- The book displays for October featured Halloween books for children and horror and scary books for adults.
- For additional information about Library programs and library-related information, check out the Cape Charles Memorial Library on Facebook by [clicking here!](#)
- The Friends of the Cape Charles Memorial Library also has a Facebook page. You can follow them by [clicking here](#).

POLICE DEPARTMENT

Sambo Brown, Chief of Police, reported the following information:

- The law enforcement statistics for the month of October:
 - 45 calls for service within Cape Charles were received.
 - 20 calls for service outside of Cape Charles were received.
 - 0 felony arrests, 4 misdemeanor arrests and 1 DUI arrest were made.
 - 14 traffic summonses and 7 traffic warnings were issued.
 - 2 parking tickets were issued.
 - 6 calls were received to assist Fire & Rescue.
 - 18 calls were received to assist the Northampton County Sheriff's Office.
 - 0 calls were received to assist the Virginia State Police.
 - 1 call was received to assist other local police.

PUBLIC UTILITIES / PUBLIC WORKS

Dave Fauber, Director of Public Works / Public Utilities, reported the following information:

- **There is a lot of concern regarding homeowners and lawn contractors throwing grass clippings, leaves and yard debris into the street. Please do your part to keep grass clippings and leaves out of the street so they do not clog up our storm drains. Clogged storm drains lead to flooding that could severely damage personal property.**
- **Public Works:**
 - Projects in progress include:
 - The new Public Works Maintenance Building is being assembled with completed estimated to be before Thanksgiving.
 - Completed projects include:
 - The "Dogwood" spandrel trim on the Beach Gazebo has been installed.
 - The repair work to the Municipal Building window lintels has been completed.
 - The crew helped the Public Utilities Department with their meter reads.
 - Upcoming projects include:
 - Mulching in Central Park.
- **Public Utilities:**
 - Projects in progress include:
 - Flow data is being collected looking for sources of inflow and infiltration in the Plum Street Pump Station Basin sewer mains. The current flow meter location is the corner of Randolph Avenue and Nectarine Street.
 - The annual review of the Environmental Laboratory Quality Assurance Manual for the Virginia Division of Consolidated Lab Services is being conducted.



PUBLIC UTILITIES / PUBLIC WORKS (CONTINUED)

- 50 water meters are being replaced.
- Conduit and wiring to the chemical feed pumps at the Water Plant are being replaced.
- Completed projects include:
 - The water main at Pine Street and Monroe Avenue has been rerouted to pass under the storm drain rather than through it. This issue was discovered when the road in that area collapsed.
 - 2 pumps at the Wastewater Treatment Plant yard drainage sump pit have been reinstalled. One pump is new and one pump was repaired.
 - Water Plant Repairs:
 - The walls in the Chemical Room have been painted.
 - The roof has been repaired.
 - Major repairs were required to the dehumidifier.
- Upcoming projects include:
 - Draw down and yield testing on the Keck Wells for the DEQ.
 - Preliminary Engineering Report for the connection of the Keck Wells.
 - Closed circuit TV inspection of sewer lines.
- **Mason Avenue Force Main:**
 - 98% of the force main piping has been installed and tested.
 - Mason Avenue black top pavement milling and final top coat installation has been completed.
 - The Pump Station repairs have begun and should be completed later this month.
 - The bypass pumping is ongoing.
- **New Wastewater Treatment Plant:**
 - **Operations Building:** The ceiling grid is 50% complete. Lighting installation is 50% complete. All windows have been installed. Electrical conduit and boxes are being roughed in at the lab. Painting to be completed this month. Shelving and countertops are 75% complete. The flooring is 35% complete. The louvers are 85% installed. The tile has been installed and is 80% complete. Sidewalks have been poured. The Fire alarm system has been installed and is 80% complete. The telephone service has been installed. Site grading has begun around the building.
 - **Headworks Building:** The hoist crane has been tested. The process piping is 50% insulated. The duct work is 85% complete. The louvers are 90% complete. The lighting is 75% complete. Piping is being painted. The ceiling has been painted. The sampler has been delivered and will be installed this month. Flow channels and stop gates are being cleaned. Gas detectors are installed and functioning. The sidewalks will be completed this month.
 - **Reactor Tank:** The process air piping in the reactors have been tested. Piping has been heat traced and insulated. Wire pulling is complete. Leak testing is 99% complete. Tank lighting has been installed. The framing for the blower canopy has been installed and painted, with roofing to follow this month. Butterfly valves have been installed and wired. The chemical feed piping is 90% complete.
 - **Membrane Tank:** The roofing is 95% complete. The process piping is 25% insulated. The seven-day membrane system reliability testing has begun.
 - **Process Building:** The roof erection is 95% complete and will continue through November. The fire suppression system is 99% installed. The louvers are 90% installed. The ductwork is 85% complete. The chemical room piping is 80% complete. The fourteen-day clean water testing will begin this month. The sidewalks are currently being installed. The chemical totes have been delivered.
 - **UV Structure** is currently 100% operational. Sidewalks will be completed this month.
 - **Waste Sludge Tank:** The air blowers have been tested and training has been completed. The stainless steel diffusers have been tested. Pipe supports have been installed. Piping insulation and heat tracing will begin this month. The sidewalks will be completed this month.
 - **Solids Process Building:** The sludge pumps have been heat traced and tested. Concrete pipe supports are being installed. Pipe insulation is 25% complete. The louvers are 90% installed. The dumpster and forklift have been delivered. The sidewalks will be completed this month.
 - **Reactor Distribution Box** is 100% operational.
 - **Carbon Storage Tank:** The chemical fill station is 50% installed. Chemical feed piping and pumps will be tested this month.
 - The Scada system is currently being installed and tested.
 - More testing and training is scheduled for this month.
 - The black topping of **Bayshore Road** is complete. The concrete section of roadway will be completed this month.
 - Site work has begun with backfilling around the Operations, Headworks, Reactors, Solids and Waste Sludge Holding Tank Buildings. The rain gardens have had some excavation work completed. The main road has been graded and backfilled with stone base. Work will continue this month.



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TOWN MANAGER

Heather Arcos, Town Manager, reported the following:

- The **Town Council Regular Meeting** will be held on Thursday, 11/10, beginning at 6PM. Agenda items include:
 - Town Code Modifications re: Nuisance Ordinance.
 - 2012 July 4th Celebration.
 - Contract Award for Harbor Bath House Design Build.
 - Lease Agreement Renewal for Lots on Fig Street.
 - Bagwell Fuel Services Contract Renewal.
 - Central Park Restrooms Project.
- **19th Annual Eastern Shore Birding & Wildlife Festival** brought a lot of people into Town. The vendors in the Cape Charles Fire Hall catered to the birders and children providing educational information. It was very nice to meet some of the people who volunteer their time and effort to this event as well as representatives from the State agencies who provide funding to help make this event possible!
- **Tall Ship Initiative / OpSail 2012:**
 - Cape Charles has been named an affiliate port for OpSail 2012 Virginia.
 - The schooner Spirit of Massachusetts visited our Town Harbor. The schooner was welcomed by our Business Association with a taste of oysters & goodies from our businesses. The Capt. and Crew had a great time visiting the Wildlife Refuge and kayaking. The Capt. is planning another visit this spring and fall. Great Job ESVAF, CCBA and to our community for your hospitality.
 - The Schooner Sultana has already been confirmed for OpSail 2012 in Cape Charles!
 - ESVA Festivals, Inc.'s Tall Ships/OpSail initiative is underway and committees are being formed to handle the festivities in our community during OpSail June 1-12, 2012. We need and welcome your participation. Please contact the executive director, Captain Dave Steward at captdave46@yahoo.com.
- **Planning Expansion of Library:**
 - Staff continues to research locations and options; such as the old Meatland to plan the future Library Expansion.
 - A benefactor has pledged \$8K to the Library if the Town, Friends of the Library, etc. can raise at least another \$8K in matching funds.
 - If you are interested in donating towards the future expansion of the Library, please contact the Friends of the Library.
- **Computer Lab:**
 - Heather met with a representative from the Cape Charles Christian School regarding an operational plan to utilize the computers for training purposes, once Broadband service is connected, while being housed temporarily in the school. The computer lab would be available for training purposes in the evenings with a possible time slot during the day. Preregistration for classes would be required.
 - The Library is conducting a survey of patrons to see what types of computer and internet classes they would like.
 - Volunteers are needed to teach classes. Please contact Ann Rutledge in the Library if interested.
- **Technology Zone:**
 - The draft ordinance is being reviewed by legal counsel. Information from legal counsel will be forwarded for Council review upon receipt and a public hearing will be scheduled for a future date.
- **HUB Zone:**
 - As of 10/1, Accomack and Northampton Counties were removed from the HUB Zone list. Northampton County is working with the Accomack-Northampton Planning District Commission to ensure that the Department of Housing and Urban Development has the latest census date to re-evaluate this decision. The County anticipates a resolution to this issue soon.
- **Cape Charles Christian School's Leaf Clean-Up** is scheduled for Saturday, 11/12. Please be aware of the children out working.

UPCOMING EVENTS IN CAPE CHARLES

- **American Kennel Club Dog Tracking Seminar:** 11/5-11/6 @ Bay Creek Resort & Club. Please [click here](#) for details.
- **Fire Safety for Kids:** 11/6, 3:00 PM at the Cape Charles Fire Hall. [FLYER](#)
- **Rosenwald School Historical Market Unveiling Ceremony:** 11/19, 11:00 AM at the Former Rosenwald School on Old Cape Charles Road.
- **Cape Charles Historical Society Annual Oyster Roast:** 11/26, 5:00 PM – 10:00 PM at the Cape Charles Museum.
- **16th Annual Northampton County Holiday Progressive Dinner Tour:** 12/2. Please [click here](#) for information. Reservations required.
- **Santa Claus is Coming to Town by Train!** 12/3, 9:00 AM. Please [click here](#) for the schedule of stops.

Any reference to an external website is for public information only and does not constitute an endorsement of that website.

Municipal Corporation of Cape Charles

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Cape Charles, VA 23310

www.capecharles.org

757-331-3259

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