



# Cape Charles Gazette

Publication Date: February 3, 2012

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](mailto: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](http://www.capecharles.org) where you will find up-to-date information about the operation of the Town government.



## Sign-Up Meetings

NMA Federal Credit Union will be opening a branch office at 239 Mason Avenue, on the first floor of Hotel Blue, by March 1, 2012.

Representatives from NMA Federal Credit Union will be holding sessions to introduce the credit union and its member services to the residents and business owners in Cape Charles and the surrounding area of Northampton County. Everyone is eligible to become a member.

- Tuesday, February 7<sup>th</sup>, from Noon – 4PM, at the Cape Charles Town Hall
- Thursday, February 9<sup>th</sup>, from Noon – 4PM, at the Cape Charles Town Hall
- Wednesday, February 15<sup>th</sup>, from Noon – 4PM, at the Cape Charles Fire House
- Tuesday, February 21<sup>st</sup>, from Noon – 4PM, at the Cape Charles Town Hall
- Thursday, February 23<sup>rd</sup>, from Noon – 4PM, at the Cape Charles Town Hall

We hope you will be able to attend one of these meetings to hear about the advantages of becoming a member of the NMA Federal Credit Union. A photo ID and social security card are required to complete the membership process.

You may contact Paige LoCash, Senior Vice President, at 757-497-4500 x3016 if you have any questions.

### EMAIL CONTACTS:

[Mayor](#)  
[Town Council](#)  
[Town Manager](#)  
[Treasurer](#)  
[Town Clerk](#)  
[Code Enforcement](#)  
[Town Planner](#)  
[Public Works/Utilities](#)  
[Harbor](#)  
[Library](#)  
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## TOWN HARBOR—VA CLEAN MARINA

Smitty Dize, Harbor Master, reported the following:

- The current Harbor office hours are 8 AM – 4:30 PM Monday through Friday.
- The Harbor will be reopening on weekends in March.
- **Harbor Redevelopment Project – Phase 1:**
  - **Bath House Project:** Construction began the week of 1/23 and the foundation has been poured and the block laid.
  - **Restaurant:** Construction began on 1/27. The poles have been installed for the main structure of the building.
  - **Boardwalk:** Construction is underway and the boardwalk is about 50% complete.
  - The **Infiltration Trench** is about 60% complete.
  - The Town is working with the contractor and design firm to get the electrical at the slips re-inspected. The replacement of the fire damaged pedestal is expected next week.
- Staff has been busy with all the work around the west dock.
- The fire extinguishers and equipment passed inspection by Hiller Systems.
- Upcoming Maintenance:
  - The water valves on CG Dock will be replaced this winter while the water is shut off.
  - The 3 missing signs on the breakwaters, which were lost during a recent storm, will be replaced.
- Follow the **Cape Charles Town Harbor** on Facebook by [clicking here!](#)
- **Save the Dates!**
  - The **5<sup>th</sup> Annual Blessing of the Fleet** will begin on 4/13/2012 to begin at 5:30 PM. Two 170' Naval Patrol Cruisers are expected to attend this year. More details to come!
  - **Tall Ships at Cape Charles** is scheduled for 6/8-6/12/2012. Three ships have been confirmed!
  - **Inaugural Cape Charles Clam Slam Festival** is scheduled for 8/4-8/5/2012.
  - **Tall Ship Mystic Whaler** will be arriving at the Cape Charles Harbor on 10/15/12. The ship will be open to the public for tours. Stay tuned for more details!



## TOWN CLERK

Libby Hume, Town Clerk, reported the following information:

- **Upcoming Meetings:**
  - Tuesday, February 7, 2012:  
**Planning Commission & Town Council Joint Public Hearing** starting at 6:00 PM at Town Hall. [Agenda](#)  
**Planning Commission Regular Meeting** immediately following the Joint Public Hearing. [Agenda](#)
  - Thursday, February 9, 2012:  
**Town Council Public Hearing & Regular Meeting** starting at 6:00 PM at the St. Charles Parish Hall. [Public Hearing Agenda](#) / [Regular Meeting Agenda](#)
  - Tuesday, February 21, 2012:  
**Historic District Review Board Meeting** starting at 4:30 PM at the Town Hall.
  - Wednesday, February 22, 2012:  
**Town Council Budget Work Session** starting at 3:00 PM at the Town Hall.
  - Thursday, February 23, 2012:  
**Town Council Work Session** starting at 6:00 PM at the Town Hall.
  - Tuesday, March 6, 2012:  
**Planning Commission Regular Meeting** starting at 6:00 PM at the Town Hall.
  - Thursday, March 8, 2012:  
**Town Council Regular Meeting** starting at 6:00 PM at the St. Charles Parish Hall.
- **The Town offices will be closed on Monday, February 20, 2012, in observance of Presidents' Day.**
- If you are interested in serving on any of the Town's boards or Planning Commission, 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](mailto:clerk@capecharles.org). Currently, we have vacancies on the [Planning Commission](#) and [Historic District Review Board](#).

## PLANNING DEPARTMENT

Tom Bonadeo, Town Planner, reported the following:

- The **Planning Commission and Town Council** will be holding a Joint Public Hearing with Town Council on 2/7 regarding a proposed modification to Section 8.22 of the Cape Charles Zoning Ordinance - Hazardous Buildings or Structures. The Planning Commission's regular meeting is scheduled immediately following the Joint Public Hearing.
  - The Commissioners will review the public comments received at the joint public hearing and make their recommendation to Council. Council will be reviewing this item at their 2/9 regular meeting.
  - The Commissioners will continue their review regarding an adaptive reuse addition to the R-1 Zone ordinance to allow adaptive reuse of "unusual" historic structures on a case by case basis. These structures are contributing structures to the National Historic District and built mostly as schools and churches and are impractical to serve as single family homes. Using the conditional use process, these building could be adapted to be used as residences while still meeting parking requirements and not disrupting the residential neighborhood. These building also qualify for Historic Tax Credits and real estate tax freezes which make them financially viable.
  - They continued their work on a Sign Ordinance using the International Zoning Code Sign Ordinance as a reference. The final document will be ready for public hearing in the next month or so.
- The **Historic District Review Board** did not meet in January.
- **Broadband:**
  - The **broadband circuits** have been ordered to connect 2 Plum Street and the Computer Lab to the network. A plan is being reviewed for connection to the Harbor for administrative purposes as well as for transient boaters using the slips.
  - **Eastern Shore Wireless** has had some problems with their test which was delayed by a few weeks but they are now back on track.
- The new **Sinclair Tower** has been erected. AT&T equipment is on the way as well as the Verizon hardware. There is space for 3 additional providers.
- Tom is also working on:
  - Zoning compliance reviews and enforcements.
  - Beach fencing additions for the winter have been enhanced during the month to capture more sand.
  - Adaptive reuse projects for Historic structures.
  - Plans for Route 13 and Route 184 landscaping with VDOT have been submitted for a second time. The Town may even qualify for a small grant from VDOT.
  - Easements for new water lines connecting the new wells to the system have been surveyed around the Keck property. GHD, the engineers, have the AutoCAD file and are working on the alternatives plan.
- The **Northampton County Planning Commission** has begun their 5-year review of the **County's Comprehensive Plan** and community workshops have been scheduled to gather input from residents. The Cape Charles workshop was held on 1/25 with good citizen participation.
- The Cape Charles Comprehensive Plan was adopted in June 2009. The Planning Commission will begin their review process next year.



# Cape Charles Gazette

Page 3

## RECREATION DEPARTMENT

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

- **Committee Updates:**
  - The **New Roots Youth Garden met on 1/9** and is working together with the Town to draft a Memorandum of Agreement. The shed is near completion. The next project will be to add a few more beds and to begin work on the fence. Their next meeting has been scheduled for 2/13.
  - The **Birding Festival Committee** met on 1/10. The tours are being confirmed and should be available on their website soon. The poster contest is underway. The Birding and Wildlife Festival had a better year financially in 2011 than in many previous years and also received a grant for advertising. Their next meeting is scheduled for 2/14.
  - The **Tall Ships Cape Charles Committee** met on 1/10 and has made great progress in scheduling events. There are currently 3 tall ships signed up for this event. Please refer to [tallshipscapecharles.com](http://tallshipscapecharles.com) for an updated schedule of events.
- **Activities:**
  - Things slowed down in January giving Jen a little time to prepare for the busy spring/summer season. She attended many meetings in preparation for the many upcoming events.
  - Arts & Crafts continue on Wednesday afternoons. This was the first program started when Jen joined the Town as Recreational Coordinator and it continues to grow. It's always a big hit with the children.
  - On 1/19, Jen visited Storytime with a couple of very special guests. The topic of the week was "**Growing Up Safe**" and Officer Jim Pruitt and Canine Officer Arros were on hand to answer questions and give demonstrations to the pre-school children.
  - The Annual Valentine's Day event will be held on Saturday, 2/11, at Aqua from 2PM – 4PM. Kids will make their own Valentines, decorate cookies and cupcakes and enjoy pizza and juice. Please stop by and make a Valentine for your special someone!
  - For a complete listing of events, please check the [Town's website](#) frequently for updates to our quickly growing Schedule of Events.
- 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](#).

## CAPE CHARLES MEMORIAL LIBRARY

Ann Rutledge, Library Manager, reported the following:

- During the month of January, a total of 34 children and caregivers attended the **Toddler/Preschool Storytime** which is held on Thursdays at 10:30 AM. A total of 44 people attended the **Arts & Crafts** programs which are held on Wednesdays at 4:00 PM.
- On 1/23, Dr. John Schultz presented a program entitled **Afghanistan: Then and Now. Is It Time To Get Out?** at the St. Charles Parish Hall and was enjoyed by all who attended.
- The displays for the month of January featured books for children on winter and snow. The display for adults featured books about changing your life, improving your life, or enriching your life. Be sure to check out our display of new books which are updated weekly.
- Don't be taken advantage of! Attend the **Identity Theft, Telephone & Mail Fraud Workshop – Learn How to Be SAFE!** presented by Deputy Nick Braatz of the Northampton County Sheriff Department on 2/13 at 4:00 PM at the Cape Charles Memorial Library.
- On 2/23, the Storytime theme will be Flag Day with a special guest from the U.S. Coast Guard.
- 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 January:
  - 41 calls for service within Cape Charles were received.
  - 27 calls for service outside of Cape Charles were received.
  - 2 felony arrests, 2 misdemeanor arrests and 1 DUI arrest were made.
  - 13 traffic summonses and 3 traffic warnings were issued.
  - 2 parking tickets were issued.
  - 5 calls were received to assist Fire & Rescue.
  - 13 calls were received to assist the Northampton County Sheriff's Office.
  - 1 call was received to assist the Virginia State Police.
- In December, the Cape Charles Police Department added a new "officer" to the force. Canine Officer Arros was generously donated to the Town by the Town of Chincoteague and the Accomack County Sheriff's Department. Arros is 6 years old and weighs approximately 100 lbs. He is being handled by Officer Jim Pruitt and is a trained drug dog, not an attack dog, and can be used in schools and on the streets. The Town has received agreement from neighboring localities for Arros' services as well.



# Cape Charles Gazette

Page 4

## PUBLIC UTILITIES / PUBLIC WORKS

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

- **Public Works:**

- Welcome to Paul Yates of Cape Charles who has joined the Town's Public Works crew as of 2/1! Paul was chosen from a pool of 10 applicants who responded to the Town's advertisement in December.
- Projects in progress include:
  - A new French drain in the southeast quad of Central Park is being installed to a depth of about 15'.
  - Dave is working with FEMA and our Virginia Municipal League Insurance agent regarding funds to repair the old school and the Pine Street Pump Station earthquake damage.
- Completed projects include:
  - The old pump house on the East Well site has been demolished and the crew is working to clean up the area.
  - Pansies have been planted around Town.
  - The Golf Cart Path has been reopened and the work has been completed at the Wastewater Treatment Plant (WWTP) entrance.
  - Sand has been removed along Bay Avenue and the sand fence was repaired.
  - The new Public Works Maintenance Building has been completed.

- **Public Utilities:**

- Training at the new WWTP continues.
- Patrick Christman and Dan Dabinett attended a Virginia Rural Water Association-sponsored math class.
- 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 at the intersection of Harbor and Tazewell.
  - The replacement of the 50 water meters in Town is about 70% complete.
  - The task order has been signed with GHD to prepare a Preliminary Engineering Report (PER) for the connection to the Keck Wells. Preliminary talks are being held with affected parties regarding easements and right-of-way issues to bring the line across the Virginia Port Authority, Bay Coast Railroad, Bay Creek and VDOT properties. The surveys are complete for the most direct route across the spoil site and a new survey is being done for the alternate route which would take the line to the east of the spoil site. Cost comparisons for the 2 routes are part of the GHD PER.
  - The polishing pond at the old wastewater treatment plant is being pumped down in preparation for decommissioning.
  - Smoke testing is in process on the sewer lines throughout the historic part of Town.
  - Roof gutter systems and basement sump pump systems are being inspected looking for possible connections to the sewer system.
- Completed projects include:
  - The contractor has been selected for the demolition of the old WWTP. Town Council will be reviewing the information and awarding the contract at their 2/9 meeting.
- Upcoming projects include:
  - Draw down and yield testing on the Keck Wells for the DEQ.
  - Connection of the Keck Wells.
  - Closed circuit TV inspection of sewer lines.

- **Mason Avenue Force Main:**

- This project is 99% complete. Flow from the Fig Street Pump Station has been routed directly to the new WWTP. At this time, flow from the Mason Avenue Pump Station is being split between the old plant and the new plant. This is the final remaining item for JCB, the contractor for this project.

- **New Wastewater Treatment Plant:**

- The 90-day membrane wet testing has begun. Sewage has been diverted to the new WWTP.
- **Operations Building:** The ceiling grid is 95% complete. Painting to be completed this month. The flooring is 80% complete. Computer work stations are installed in the control room. HVAC is 98% complete. Cleaning of the building and punch list to take place this month.
- **Headworks Building:** The process piping is 99% insulated. The building and equipment are now in service. Punch list to be generated this month.
- **Reactor Tank:** The Reactor Tanks are now in service. The blower canopy metal deck has been installed with roofing to be installed this month.
- **Membrane Tank:** The roofing is 98% complete. The membrane tanks are now in service.
- **Process Building:** The Process Building is now in service. The duct insulation is 98% complete. Punch list to be generated this month.
- **UV Structure** is currently 100% operational. Sidewalks have been completed.



## PUBLIC UTILITIES / PUBLIC WORKS (CONTINUED)

- **Waste Sludge Tank:** The Waste Sludge Tanks are complete.
- **Solids Process Building:** The Solids Process Building is operational. Duct insulation is 98% complete. Punch list to be generated this month.
- **Reactor Distribution Box** is in service.
- **Carbon Storage Tank** chemical fill station is completed.
- **Site work** has begun regarding the following:
  - Backfilling around the Operations, Headworks, Reactors, Solids and Waste Sludge Holding Tank Buildings.
  - The rain gardens have had some excavation work completed.
  - The site road has been blacktopped.
  - The landscaper was on site and has installed all the trees.
- The SCADA system is in service.
- More testing and training is scheduled for this month.
- 90-day solids train reliability testing has begun.

## TOWN MANAGER

Heather Arcos, Town Manager, reported the following:

- The **Town Council Public Hearings and Regular Meeting** will be held on Thursday, 2/9, beginning at 6PM. Agenda items include:
  - Public Hearing on:
    - Sale of Former School
    - Zoning Ordinance Modifications:
      - Subdivision Ordinance
  - Scheduling Public Hearings for Technology Zone Ordinance and Section 3.2.C.7. of the Zoning Ordinance regarding Adaptive Reuse.
  - Contract award for the demolition of the old wastewater treatment plant.
  - National Endowment of the Arts Grant application submission request.
  - Depository Accounts Bank Change Resolution.
- **Central Park:**
  - The fountain continues to leak. Public works is working with the contractor to correct this issue. The work should resume shortly on the test holes in the park which will provide the data needed to help the drainage in the BMPs.
  - VDOT is reviewing a change order to begin the engineering/surveying and planning for the next phase of trail construction on North Peach Street. Upon receipt of VDOT's approval, the plan will be forwarded to Council for final approval. Funding for this portion of the plan is included in this year's budget.
- **Future Plans for the Cape Charles Memorial Library:**
  - The Library expansion project will be reviewed by Council during their FY 2012/2013 budget preparations.
- **Technology Zone:**
  - A Town Council Work Session was held on 1/26 to review the recommendations of legal counsel. This item is on the February Council agenda to schedule a public hearing.
- **NMA Federal Credit Union:**
  - NMA Federal Credit Union will be opening their branch office on the first floor of Hotel Blue on Mason Avenue on 3/1.
  - 6 meetings/sign-up sessions have been scheduled through February for individuals and business owners to meet with NMA staff. The first date was 2/1 and many residents and business owners attended. The other dates and times are posted on the Town [website](#) and a special Gazette was also distributed on 1/27.
  - Several representatives from NMA will be at the 2/9 Council meeting to give a presentation and overview of their membership services.
- **PSA Membership Update:**
  - The County-appointed membership of the PSA is tied to the number of Board of Supervisors' members which was reduced from 6 to 5 members effective 1/1/12 as a result of the Department of Justice's redistricting decision. 2 of the 3 vacant County-appointed positions will be filled due to the redistricting to 5 districts. 1 position has a term expiration of 6/30/12 and the other position has a term expiration of 6/30/14.
- **FY2013 Budget:**
  - Staff is working on the upcoming budget year. Our first budget work session has been rescheduled for 2/22 to discuss capital needs by fund and department operating budgets.
  - Organizations have been notified of a 2/21 deadline to submit funding requests for consideration in the FY 2012/2013 Budget.
- Applications for **2012 Tax Relief for Elderly and Handicapped Persons** are now available in our office or by [clicking here](#). The completed application is due in the Treasurer's office by 4/1/12. If you know of someone who may qualify, please tell them about the program or obtain the application for them.



# Cape Charles Gazette

Page 6

## TOWN MANAGER

Heather Arcos, Town Manager, reported the following:

- **Landscaping of Route 184 – Entrance to Town:**
  - The Town continues to put pressure on our VDOT representative to issue a permit. The window of opportunity to plant is now until April.
- **South Port Investors Project:**
  - On 1/19, South Port Investors gave a marketing presentation to the Town Council regarding their projects in Oyster and Cape Charles. Representatives from various organizations as well as a number of interested individuals attended this informative meeting.
  - South Port is waiting for a revised permit from the Army Corps of Engineers. Upon receipt of this permit, site plan and Erosion & Sedimentation plan from South Port, the Town can move forward with the review for issuance of the Town building permit.
- **Cape Charles Tall Ship Initiative (in Conjunction with OpSail 2012):**
  - OpSail 2012 update: On 1/19, Ms. Joan Prescott attended an OpSail meeting in Norfolk and updated the group of the efforts regarding Tall Ships Cape Charles with very positive response. Navy personnel from Little Creek informed her that they were not aware that Cape Charles had a deep water harbor and inquired about bringing some "grey hulls" into Cape Charles. Ms. Prescott referred them to Harbor Master Smitty Dize and Capt. Dave Steward.
    - About 15 ships from around the world have committed to OpSail 2012 and several from other countries are pending.
    - On 6/6, a parade a military vessels has been scheduled and on 6/8, a Parade of Sails for tall ships and accompanying pleasure craft has been scheduled. Plans are being made for the Parade of Sails viewing from the 2<sup>nd</sup> island of the Chesapeake Bay Bridge Tunnel on 6/8. More details of this event will be provided as things are finalized.
  - A variety of children's activities are being organized.
  - 3 tall ships are under contract for the Cape Charles Harbor for 6/8–6/12 – Lynx, Sultana and Appledore V.
  - The Kalmar Nyckel wants to come in after 6/12 and perhaps some other ships as well. Sponsorship money is needed.
  - The Eastern Shore of Virginia Festivals organization is working on a rack card and an official poster for the event.
  - The ESVAF Tall Ship website is now active. [www.tallshipscapecharles.com](http://www.tallshipscapecharles.com)

## UPCOMING EVENTS IN CAPE CHARLES

- **Eastern Shore of Virginia Habitat for Humanity 16<sup>th</sup> Annual February Freeze:** 2/11, 11:00 AM Registration at Trinity United Methodist Church. Please [click here](#) for more information.
- **Valentine's Party for Children of All Ages:** 2/11, 1:00 PM – 3:00 PM at Aqua. [Flyer](#)
- **"Identity Theft, Telephone Fraud, and Mail Fraud" Workshop** presented by Deputy Nick Braatz, of the Northampton County Sheriff Department, 2/13, 7:00 PM at the Cape Charles Memorial Library. [Flyer](#)
- **Spay the Shore – PETA SNIPS Van** will be in Cape Charles on 4/4. Appointments required. Please [click here](#) for more information.
- **5<sup>th</sup> Annual Blessing of the Fleet:** 4/13 – 4/14 at the Cape Charles Harbor. More details to come.
- **Pirates and Wenches Ball** sponsored by the Citizens for Central Park, 4/14 at the Cape Charles Fire Hall.
- **New Roots Youth Garden Earth Day Celebration and Blessing of the Worms:** 4/22 at the New Roots Youth Garden. More details to come.
- **Save These Dates!**
  - 6/8 – 6/12 – **Tall Ships Cape Charles** at the Cape Charles Harbor and Throughout Town.
  - 8/3 – 8/5 – **Inaugural Cape Charles Clam Slam Festival** at the Cape Charles Harbor.
  - 9/2 – **Labor Day Picnic in the Park.**
  - 10/5 – 10/7 – **20th Annual Birding and Wildlife Festival**, sponsored by ESVA Festivals.
  - 10/27 – **Trunk-or-Treating and Haunted Harbor.**
  - 12/1 – **Third Annual Grand Illumination of Central Park**, sponsored by the Citizens for Central Park.

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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