



# Town Council

## Work Session

March 22, 2007

**4:00 p.m.**

At approximately 4:00 p.m. in Town Council Chambers, Vice-Mayor Bruce Evans called to order the Town Council Work Session. In addition to Vice-Mayor Evans, present were Councilwoman Mary Harris, and Councilman Chris Bannon. Councilman John Burdiss arrived at approximately 4:15 p.m. and Councilman Gerald Elliott arrived at approximately 5:20p.m. Also present were Town Treasurer Pat Buckley, Town Clerk Joy Pelletier, and Harbor Master Smitty Dize.

Vice Mayor Bruce Evans welcomed all in attendance and announced the purpose of the meeting was to discuss the draft of the capital budget.

Town Manager, Bob Panek, explained the drafting process for the budget and how the Finance Committee was involved. He mentioned at this time his replacement on the Finance Committee was town resident Jay Weigner and gave a brief biography.

Mr. Panek then introduced the hand out and began the presentation with a brief synopsis of the recommendations made by the Finance Committee. He reported the Town's information technology consultant, Mike Sullivan, had strongly suggested moving the server to a secure location. A suitable area had been designated, but the matter of cooling the equipment remained to be determined.

The individual recommendations for Capital Projects were then discussed and priorities changed. Items discussed ranged from sidewalk repair to storm water management to landscaping. When debating the need for a public works yard, it was suggested an area which was leased to the Fire Department be explored as an option of equipment storage. Councilman Evans mentioned in past discussions with Dick Foster, an area on Bender Road as well as an area on the railroad property had been offered for lease to the Town. He suggested this too may be an option for a public works yard.

When discussing storm water management, it was determined hiring a consultant may be necessary to determine the exact problem areas and how to correct/direct the run off of excess water.

Mr. Panek then reported on the progress of the TEA-21 grant in that the multi-use trail contract had been signed and that the first priority in the master planning process would be Central Park. This discussion segued into landscaping of the "Hump" and the completion of the Gazebo in Central Park. Negotiations with the Central Park Committee

had resulted in a \$35,000 commitment from the Town and a \$10,000 commitment from the Central Park Committee.

One area moved to a lower priority was moving the small gazebo from the south side of the Harbor to the north end of Mason Ave, along with public restroom facilities for that same area. The amenity of wash stands at the beach access points was also moved as a lower priority with the suggestion of adding that cost to the inter-model path design.

The sum of \$75,000 had been in the '06-'07 FY budget to build a prefab steel structure to house equipment and provide office space. The land had yet to be surveyed. Councilman Evans asked to keep in mind the Harbor Master Plan when planning for such a structure.

Park, open space, and ball field were not considered a priority as the Town had not decided what facilities they wanted to provide. A demographic study was suggested to determine who would benefit from any recreational facilities.

Street tree planting, as always, was a lengthy discussion. All agreed the organization and inventory was paramount. A software package had been provided and should be studied.

The need for fencing the lift station at Plum St. and Monroe Ave. was determined to be necessary for safety reasons and to prevent vandalism due to the propane tank and electrical controls. It was agreed that should be made a higher priority for safety reasons.

Mr. Panek reported the Finance Committee had recommended not proceeding with any of the Capital Equipment items. They suggested these items be deferred to a future budget.

For the Harbor Capital Expenditure budget, the Finance Committee agreed the Master Plan Design should move forward. They also agreed to pursue the breakwater installation and repair the parking area on the south side of the Harbor.

Other items discussed, but with lower priority were:

- Lighting on the north side of the Harbor. Commercial boats were using extension cords to access electrical outlets which caused safety issues of all kinds.
- Marina software. Archaic software that was not user friendly and caused double entry of ledger items was being used. A new process needed to be researched.
- Electric meters. The Harbor was not recovering cost of electricity used by slip holders. Harbormaster Smitty Dize discussed costs and cost recovery.
- Rubber pile bumpers. The Harbor was using old fire hoses as bumpers which caused several maintenance problems. He suggested a two year program of replacement with rubber bumpers.
- Widen docks. This would be handled in house. The only cost would be the materials.

The Finance Committee did not recommend at this time the installation of installing surveillance system. The Harbormaster had made the request for the monitoring of theft, vandalism and fuel spills. It was suggested the Police Chief integrate the research of this item with that of the park surveillance system.

For the Water/Wastewater Capital Expenditures, the main priority was to connect the two new wells to reduce stress on the older wells. A regional system to include the Town of Cheriton was also discussed. In addition, whether they are annexed to Tower Hill and Kings Creek Landing could be incorporated to lower all rates.

Inflow and Infiltration and the Wastewater Plant Design were touched on with minimal discussion as each was dependent on the completion of studies, negotiations and reports.

Occupancy taxes and Meals taxes were discussed – no recommendations were made.

The idea of having the County raise its taxes to make living in the County more expensive than living in the Towns was debated. The question was asked if our desire was to increase population but not provide service.

Bob Panek was complimented for the weekly reports. All agreed the summary provided excellent communication.

**Motion made to adjourn the Work Session was made by John Burdiss, seconded by Mary Harris and unanimously approved.**

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**Vice-Mayor**

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**Town Clerk**