

**DRAFT**

**Town Council Work Session  
November 3, 2005**

The Town Council Work Session was called to order by President, Donna Turner at 4:39 p.m. in the Council Chambers of the Town Hall. The following Council and staff were present, Donna Turner, Council President, Mary McCarthy, Council Vice President, Norman Pinder, Council Member, Royden Powell, Town Manager, Steve Kehoe, Town Attorney, and Jane Saulsbury, Administrative Aide.

Mr. Tom Harlan of Champion Realty attended the work session as representative for the sale of the Steadman lots located on South Commerce Street. The Steadman lots are adjacent to land owned by the Town. A survey of the land has been commissioned and a draft plat was reviewed this afternoon. Mr. Jack Kirby, engineer, will do the final plat. A shaded area on the plat indicates a portion of the property that is overlapping with a portion owned by the Town. A right-of-way access was delineated on the plat and an easement that goes back to the Lockwood property, which does not physically front on South Commerce Street. There was discussion about the width of the right-of-way and it was determined that it will be increased to 25 feet or 30 feet if required by the State Highway Administration. It was noted that the Town has approximately 20 residential allocations for 2005. The time frame for concluding the necessary documents for the sale of this property is contingent on preparation of an Ordinance granting the easement for the proposed right-of-way. It is proposed to have the first reading of this Ordinance at Council's November 17<sup>th</sup> meeting and the second reading at the December 1<sup>st</sup> meeting.

Mr. Powell gave Council a list of Town-owned property and buildings to facilitate the tour proposed to review maintenance issues. A letter has been sent to Resource and Conservation Development and some volunteer service may be available for landscaping, etc. Mrs. Turner reported she has gotten some information about grants for Public Works Departments and will bring it in for review. Some of the smaller maintenance issues can be addressed by the Town's Public Works Department. Mr. Kehoe advised he would prepare a Resolution to document that the amount for which a bid proposal must be sought be increased to \$10,000. It is currently \$5,000.

A letter from the State Highway Administration was reviewed. Mrs. Turner requested that they be invited to attend the December 15<sup>th</sup> meeting to discuss a traffic light at the Centreville Business Park and designation of crosswalk, including locations on Chesterfield Avenue, Lawyer's Row, Green Street at Kidwell, Fayette Street at South Liberty and Water Street at Turpin's Lane. To date, SHA has not given an approximate time frame for accomplishing these issues.

Mr. Powell reported on the following items:

1. Symphony Village – Phase I and II, has requested a bond reduction. Mr. Powell advised holding the bond at \$100,000, as there are items still to be completed, including landscaping and the pedestrian trail. He reported he would attend the County's work session on Tuesday, November 8<sup>th</sup> at which time they will present a draft of the County's Master Water and Sewer Plan.
2. A request for two sewer allocations has been received for two single-family homes on the right-hand side of Watson Road near the wharf. These are infill lots and the

allocations were paid at the time the building permits were submitted prior to the moratorium. Council concurred that these permits be re-numbered and issued as 2005 permits.

3. Interviews for Police Chief have been scheduled for November 9 and November 21.
4. Workshops have been scheduled for November 16 and 30. Town Council meetings are November 17 and November 30.
5. Plans for the Christmas Parade are proceeding on schedule. Mr. Dan Cannon, Centreville National Bank President will be the Master of Ceremonies. Council will dress in Victorian style clothing and throw "light sticks."

Mr. Pinder reported that the Garden Club has asked that the Town do more decorating for the holiday season. Mrs. Sally Clark will be invited to attend the next Park Advisory Board meeting to give some suggestions for more festive lighting.

Mr. Bill Groverman, who owns property on Water Street, advised that there is an acute problem of trash, human waste and other debris being left in the alleyway at 113 East Water Street. He has spoken unsuccessfully with the person responsible. He requested that Council consider a vagrancy ordinance. Mr. Kehoe advised he would survey possible ordinances. Mr. Groverman also suggested a multi-level parking garage to help meeting some of the parking shortage in Town. He asked if anyone had had an opportunity to check the shore erosion at his property on Corsica Street. Mrs. McCarthy advised she had looked at it and Mr. Pinder said he would also.

Mrs. Mary Margaret Goodwin asked if she might have an "Open House" and display a large portion of the historical time line in the Council Chamber on December 2 and 3. This is the same weekend as the Arts Council's "Heck with the Malls" event and the annual house tour. Council agreed and Tammy Stafford was asked to mention it in the Record Observer.

There being no further business to discuss, the work session was adjourned at 6:05 p.m. by motion and second of Mr. Pinder and Mrs. McCarthy, respectively and by unanimous vote.

Respectfully submitted,



Jane Saulsbury  
Administrative Aide