

The Town Council of the Town of Urbanna held a scheduled work session on October 10, 2019 at 6:30 p.m. in the Chambers of Town Hall. Mayor Diane Gravatt called the meeting to order. Members present were: Diane Gravatt, Barbara Hartley, Larry Chowning, Bill Smith, Bill Goldsmith and Boyd Wiley. George Devries was absent. Also present were Holly Gailey – Town Administrator, Michele Hutton- Town Treasurer, Andy Bury-Town Attorney, and 8 guests.

Ms. Gailey called the roll to which the following answered present: Diane Gravatt, Barbara Hartley, Larry Chowning, Bill Smith, Bill Goldsmith and Boyd Wiley.

The first item on the agenda was public comment. The first public comment was Emily Davies. Ms. Davies expressed interest in the LUNA project making Urbanna its home port once the project is completed. She noted her support for the project and the educational opportunities that would be supported by the LUNA. She stated that the educational format that the LUNA would add to the already established school programs through the Marina Science Legacy program, Governor's School and field trips from Middlesex County School System would be enhanced greatly. The LUNA has been referred to as a floating classroom.

The next public speaker was Kristi Anzivino. She asked that town council seriously consider the opportunity to use the natural resources and history that Urbanna has to offer to benefit everyone by promoting economic opportunities. She noted that tourism is one of the top 2 industries in Virginia. She stated that the current owner of the Gressitt House is actively investigating a connection to the Lewis & Clark Trail, which would make the most eastern connection to the Lewis & Clark Trail in the United States. She also noted the vacant property at the base of Virginia Street, which is the last remaining public water access point with a documented colonial period dock. She noted that this property is currently owned by the town, or more directly by the citizens of the town. Ms. Anzivino also asked town council to consider and discuss forming a citizens committee to work along with the current Economic Development Committee to further investigate opportunities. She recommended a survey to seek out how the citizens feel about the opportunity to build a dock at the site. She stated that she feels that the future should be based on citizen input. She ended by stating that she is hopeful that the opportunity that is before the town is recognized and market its natural assets and promote economic growth to support the businesses that are here.

During the council response period, Larry Chowning stated that he felt that the LUNA could be incorporated into the town marina if the owners decided to make Urbanna a home port rather than build a new dock to accommodate the ship. He stated that the town has multiple projects that need to be addressed such as the boat ramp and the culvert that is part of the marina road. He continued to say that he believes that something special needs to be built at the landing site but there are so many other items that need to be addressed before building new structures that require maintenance. There was a consensus that the property will remain the town's property and planning "something" to utilize this space to benefit the town and its citizenry.

Under committee reports, Bill Smith updated council on the movement forward with rate changes regarding water charges and the projects that the committee has ongoing. Goldsmith

offered an update on the finance committee. He noted that he had been testing the WIFI signals periodically at the town marina and that it was sufficiently good and with the additional box to be installed, the signal would be good at both ends of the docks.

Representing the Museum Committee, Mayor Gravatt reported that the maple tree has been removed from the hillside at the museum. Ms. Gailey noted that the tree was completely hollow and cracked down the center of the trunk. Mayor Gravatt also stated that the construction company was to begin the porch repair. She also noted that the new town sign was being installed and would be complete prior to the Oyster Festival.

At this time, there was a discussion about the proposed location of the covered trolley stop. Ms. Gailey noted that the original location was not ideal due to the fact that this location would require a curb cut to meet ADA requirements. A second location was reviewed and was a better location. Mayor Gravatt noted that the new location had not yet been approved by the property owner as there were considerations to be made in relation to the location of the propane tanks. It was also noted that there were objections by the adjoining property owners to having the trolley stop at either of the proposed locations due to loitering.

Moving on, Ms. Gailey offered an update on tree trimming on town owned properties. She stated that CML would be onsite next week to trim the large Sycamore at the town office, the Walnut at the museum, and several trees at Taber Park.

Continuing under old business, Ms. Gailey noted that there was still one component that needed to be added to the WIFI system at the town marina in order for the coverage to be completely available on the grounds of the marina including the docks. She noted that this will be complete prior to the Oyster Festival.

Moving on to new business, there was a discussion about the town sidewalks and ownership. Ms. Gailey stated that according to VDOT, the town owns most all of the sidewalks in town and ownership of those was established following the street beautification project on Virginia Street. It was noted that the Planning Commission was working on the sidewalks and plans to replace or repair.

At this time, Ms. Gailey stated there had been a request from Bay Aging to extend the government rate for the trolley to be used to shuttle patrons from Grey's Point Campground to the Oyster Festival. As Bethpage was the largest supporter of the town trolley and also the owner of Grey's Point, council felt that extending the government rate was a positive movement forward. The sponsorship from Bethpage allowed the town to have free ridership to all riders and it increased ridership exponentially.

Ms. Gailey offered an update on street lights that have not been working. She noted that she was having a difficult time with Dominion Energy repairing lights in disrepair. She also stated that the street lamps on Virginia Street were being repaired by Birdseed Electric and that several were being replaced with a new LED bulb that would be easier to purchase and for staff to exchange.

The next item on the agenda was winter hours for seasonal positions. Ms. Gailey asked council to determine the winter schedule for the museum and the marina. Town Council agreed that the museum would be open on Friday, Saturday and Sunday through November and re-evaluate the schedule if warranted. Ms. Gailey stated that she will prepare a report to show hours, days, number of visitors on particular days from previous years for reference.

Under announcements, Mayor Gravatt noted that Halloween has been moved to Wednesday, October 30, 2019, to avoid the set up for Oyster Festival.

Ms. Gailey also updated council on the antennae's that are currently on the water tower by saying that the company had been identified and that a contract did exist in 2007. She noted that changes in administrations and council members over the years appeared to have played a role in the absence of an active agreement.

Ms. Gailey also presented a request from the Oyster Festival Foundation in conjunction with the Middlesex County Economic Development for \$1000.00 donation for a pamphlet to be placed in Virginia Welcome Centers. It was determined that this will be on the agenda for the regular meeting.

Ms. Gailey added that there were concerns about the ductwork in the town office being dated and in need of a good cleaning. She noted that this is causing breathing issues for employees and some visitors. Town Council members agreed to have the HVAC system cleaned by ServPro and then give a report on the findings.

Bill Goldsmith asked for an update on the accounting software upgrade to Edmunds. Ms. Gailey stated that the new server was in place and data was beginning to be extracted into the new system. She also noted that the go live date was still January 2020.

Seeing there was no further business, Barbara Hartley made a motion to adjourn which was seconded by Goldsmith. Ms. Gailey called the roll to which the following responded aye: Hartley, Goldsmith, Smith, Chowning and Wiley. The meeting was adjourned at 7:43pm.