

TOWN OF SCOTTSVILLE

Town Council

Working Session

Monday, December 11, 2006

Victory Hall

401 Valley Street

Scottsville, Virginia

Mayor

R. Stephen Phipps

Town Council

Nancy E. Gill

James P. Hogan

Jeannette E. Kerlin

Robert E. O'Halloran

John R. Snoddy

Craig N. Stratton

MINUTES

Mayor Phipps called the meeting to order at 7:00 p.m. All members were present, with the exception of Mr. Snoddy, who arrived shortly thereafter. Also in attendance were Town Administrator Clark Draper and Town Attorney James Bowling. The items discussed were as follows:

Frank Cox Zoning Consultation Presentation: Frank Cox spoke at length regarding the process of updating the zoning ordinance and comprehensive plan.

Architectural Review Board Report: Ms. Gill reported that the ARB discussed the farmers' market structure, expressing some concern regarding the choice of post material. Ms. Gill suggested that the design be made more compatible with other structures in town, such as Canal Basin Square. The ARB approved demolition of a portion of a storage shed on Jackson Street, discussed renovations to 370 East Main Street, and approved applications for 270 Jackson Street and 415 Harrison Street. Conceptual drawings were presented for renovations to convert the Lace Factory to condominium units. Several repair and maintenance items were also discussed. Mr. Stratton questioned whether a garage constitutes a contributing structure under the jurisdiction of the ARB.

Farmers' Market Grant Update: Mr. Hogan reported that the grant application deadline is in February, and Buddy Spencer has submitted the plans to the Army Corps of Engineers for review. Mr. Stratton noted that cost considerations and Army Corps requirements limit the design options. Ms. Gill noted that the plans also need to go before the Department of Historic Resources.

Planning Commission Report: Ms. Kerlin reported that the Planning Commission reviewed the preliminary subdivision plat for Mink Creek Estates. Mr. Stratton commented that new developments should be encouraged to hook up to public water and sewer.

Streetscape/Drainage Improvement Project Report: Mr. Hogan reported that bulletins were being distributed weekly and the project was on schedule. He noted that informational signage would be installed at the entrances to the downtown area. Ms. Kerlin requested better notification of street closures. Mr. O'Halloran expressed concern regarding cut-through traffic on Jackson Street. Mr. Hogan reported on fundraising efforts, and Mr. Bowling explained the bond issuance procedure. Mr. Stratton asked about opportunities for revenue sharing with Albemarle County, such as the machinery and tools tax.

Treasurer's Report: Mr. Draper reported that financial statements would be available by the regular session.

Mayor's Report: Mayor Phipps reported that he met with Congressman Goode and USPS representatives regarding downtown delivery. The Postal Service has eliminated walking delivery and will not institute rural delivery unless on-street parking is eliminated; cluster boxes could be installed in the downtown area. Mayor Phipps suggested the farmers' market parking lot as a possible location for the boxes. He noted that Ethan Critzer built the new bench outside Victory Hall as an Eagle Scout project.

Tourism Committee Report: Mr. O'Halloran reported that he and Mr. Hogan would be attending the next CACVB meeting. He suggested that the museum send a representative to an upcoming VTC museum workshop.

Government Services Committee: Mr. Snoddy reported that the November meeting was cancelled.

Public Safety Committee Report: Mr. Stratton reported that traffic issues were discussed in a brief meeting.

Town Administrator's Report: Mr. Draper reported that Judy Ratcliffe was hired as a temporary employee. He also reported on legal proceedings for delinquent trash accounts.

Town Attorney's Report: Mr. Bowling reported that he had written letters regarding financing and trash service options.

Trash Pickup Franchise: Mr. Draper reported that he met with Drury Barnett regarding the trash service, and Mr. Barnett agreed to look into billing services. Mr. Bowling explained the procedure of granting an exclusive service area. The Government Services Committee was asked to make a recommendation as to how to proceed.

VML Insurance Sidewalk Claim: Mr. Draper explained that Tania Eriksen is requesting reimbursement for a damaged camera after falling on a sidewalk in October; VML Insurance has paid Ms. Eriksen's medical expenses but denied the claim for the camera. Members concurred with the insurance company's decision.

Closed Session: Mr. Stratton moved to enter closed session for discussion of personnel matters regarding the bookkeeping position and the police department (Virginia Code Section 2.2-3711 A. 1). Ms. Gill seconded the motion, which was unanimously approved.

Upon returning to open session, Mr. Stratton moved to adopt a resolution certifying the closed session. Ms. Gill seconded the motion, and the following resolution was unanimously adopted:

WHEREAS, this council convened a closed meeting on this date pursuant to an affirmative

recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act;
and

WHEREAS, Section 2.2-3712 D of the Code of Virginia requires a certification by the council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, be it resolved that the council hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were heard, discussed or considered in the meeting to which this certification applies; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting to which this certification applies.

The meeting was adjourned at 9:20 p.m.