Minutes of the New Market Town Council Meeting  
Tuesday, February 19, 2019  
6:30 pm

The New Market Town Council met in the Council Chambers of the Arthur L. Hildreth, Jr. Municipal Building on Tuesday, February 19, 2019 with the following members present: Mayor Douglas Bradley, Vice-Mayor Peggy Harkness, Scott Wymer, Daryl Watkins, Peter Hughes, Tim Palmer, and Larry Bompiani.

Town Attorney — Jason Ham  
Town Manager — J. Todd Walters  
Administrative Assistant — Donna Lohr

Mayor Bradley called the meeting to order and established a quorum with all members present. The Pledge of Allegiance was recited in unison. Mayor Bradley welcomed all visitors and guests.

Approval of the Agenda:

Mr. Hughes made a motion to approve the agenda as presented. Mr. Bompiani seconded the motion which passed on a unanimous 6-0 voice vote.

Consent Agenda:

Mr. Watkins moved to approve the consent agenda which included the minutes from the January 22, 2019 Meeting of the Town Council, the minutes from the January 22, 2019 Special Called meeting of the Town Council, and the Financial Statements for January 2019. Mr. Hughes seconded the motion which carried on a unanimous 6-0 voice vote.

Public Hearing:

No public hearings scheduled.

Citizen Comments and Petitions:

Mrs. Yvonne Frazier addressed council on a possible partnership for Virginia Early Childhood Foundation (VEFC) 2019 Mixed-Delivery Preschool Grant Program Opportunity. Mrs. Frazier explained that the grant is designed to work with private child care centers who could be servicing communities that serve at-risk four year olds. Mrs. Frazier stated that she would like the Town to consider being the fiscal agent or manager of the grant. There is the potential for the Town to receive $15,000 for managing the grant, if the grant is approved. Mrs. Frazier advised that all she is asking at this time is for the Town to agree to be put on a letter of interest that is due this week. This allows Mrs. Frazier to review additional information in regards to the grant. She reiterated to Council that at this time there would be no responsibility on the Town other than to say that the Town could potentially be interested in partnering with Ms. Frazier and this will allow her to gain more information. Mrs. Frazier fielded a few questions from Council Members. Mr. Walters explained that the letter of intent does not commit...
the Town to anything. It allows Ms. Frazier to see what is required for the grant but until a letter of intent is submitted, she does not have access to see those requirements.

Committee Reports:

There were no Committee Reports.

Staff Reports:

1. Planning and Public Works Monthly Report – Mr. J. Todd Walters
Mr. Walters gave a brief power point presentation which included updates on planning and zoning items, the pocket park, and a summary of projects that the Maintenance and Water Departments worked on during the month. A copy of Mr. Walter’s presentation is on file with the minutes.

2. Public Safety Annual Report – Chief Chris Rinker
Chief Rinker distributed a copy of the 2018 Annual Report for the Police Department to Council Members. Chief Rinker gave a brief power point presentation which summarized his report. Chief Rinker mentioned data on calls for service, crime statistics, traffic statistics, and data on ECO’s/TDO’s. Chief Rinker also summarized goals the agency had set and achieved in 2018. A copy of Chief Rinker’s presentation is on file with the minutes.

3. Events & Marketing Report – Mrs. Amber Smoot
Mrs. Smoot gave a power point presentation which included the Town’s Social Media analytics for the past month, an update on classes held at the Community Center, grants she is working on, and a brief summary of upcoming events. A copy of Mrs. Smoot’s report is on file with the minutes.

Action Items:

The first action item was the discussion and consideration of an appointment to the Historic Overlay District Review Board. Mr. Walters mentioned that there is one vacancy on this board. When interviews were done for Planning Commission last month, one of those interviewed also mentioned that if he was not appointed to the Planning Commission, then he would be interested in serving on the Historic Overlay Review Board. Staff recommend that Council appoint Mr. Larry Hale to the Historic Overlay District Review Board. Mr. Hughes made a motion to appoint Mr. Larry Hale to the Historic Overlay District Review Board. Mr. Bompiani seconded the motion which passed on the following unanimous 6-0 roll call vote:

- Mr. Hughes: Aye
- Mr. Wymer: Aye
- Mr. Palmer: Aye
- Mr. Watkins: Aye
- Mr. Bompiani: Aye
- Mrs. Harkness: Aye

The next action item was the discussion and consideration of approval of the Capital Improvement Plan (CIP) FY ‘20 – ’24. Mr. Walters advised that this is the required Capital Improvement Plan that is updated every year that Council had held a work session on a few weeks ago. Mr. Walters made a few changes to the plan based on the conversations at the work session. The Planning Commission recommended approval of the CIP at their February meeting. Mr. Palmer made a motion to approve the...
Capital Improvement Plan for FY '20 – '24 as presented. Mr. Wymer seconded the motion. The motion passed on the following unanimous 6-0 roll call vote:

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<td>Mrs. Harkness</td>
<td>Aye</td>
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<tr>
<td>Mr. Bompiani</td>
<td>Aye</td>
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<td>Mr. Watkins</td>
<td>Aye</td>
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The third action item was the consideration of requests from the New Market Area Chamber of Commerce concerning an Open Market for the first Saturday of May 2019 – December 2019. Mr. Walters explained that included in the packet was a letter highlighting their requests. It includes the same requests as last year along with a request to advertise the week before each open market in the VDOT right of way with some signage. **Mr. Hughes made a motion to grant the requests as listed in the letter from the Chamber of Commerce. Mr. Palmer seconded the motion which passed on the following unanimous 6-0 roll call vote:**

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<td>Mr. Hughes</td>
<td>Aye</td>
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<td>Mr. Wymer</td>
<td>Aye</td>
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<td>Mr. Palmer</td>
<td>Aye</td>
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**Mayor's Comments:**

The Mayor mentioned the following items:

- An open gym will be held at the New Market Community Center on March 9, 2019 from 2:00 p.m. - 5:00 p.m. The cost is $3 per person.
- Daylight Savings Time begins on March 10th, 2019.

**Council Comments:**

There were no council comments.

**Staff Comments:**

Mr. Walters stated that tomorrow, Wednesday, February 20, 2019 trash collection is cancelled. Trash will be picked up on Saturday morning this week. Mr. Walters also mentioned that the Development Forum is scheduled for Tuesday, March 5, 2019 from 5:00 p.m. - 8:00 p.m. Discussion will be held on how the Town can encourage and stimulate development within the Town.

**Closed Meeting:**

There were no closed meetings.

**Adjournment:**

At 7:38 p.m. Mr. Hughes made a motion to adjourn the meeting. Mr. Watkins seconded the motion which carried on a unanimous 6-0 voice vote.
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148  
149  
150  J. Todd Walters, Town Clerk

Douglas Bradley, Mayor