

1 **Minutes of the New Market**  
2 **Town Council Meeting**  
3 **Monday, November 18, 2019**  
4 **6:30 pm**  
5

6 The New Market Town Council met in the Council Chambers of the Arthur L.  
7 Hildreth, Jr. Municipal Building on Monday, November 18, 2019 with the following  
8 members present: Mayor Douglas Bradley, Peter Hughes, Scott Wymer, Tim Palmer,  
9 Daryl Watkins, Larry Bompiani and Peggy Harkness.

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11 Town Attorney – Jason Ham  
12 Town Manager – J. Todd Walters  
13 Administrative Assistant – Donna Lohr  
14

15 Mayor Bradley called the meeting to order and established a quorum with all  
16 members present. The Pledge of Allegiance was recited in unison. Mayor Bradley  
17 welcomed all visitors and guests.  
18

19 **Approval of the Agenda:**  
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21 **Mr. Hughes made a motion to approve the agenda as presented. Mr.**  
22 **Wymer seconded the motion which passed on a unanimous 6-0 voice vote.**  
23

24 **Consent Agenda:**  
25

26 **Mr. Wymer moved to approve the consent agenda which included the**  
27 **minutes from the October 21, 2019 meeting of the New Market Town Council as**  
28 **well as the Financial Statements for October 2019. Mr. Palmer seconded the motion**  
29 **which carried on a unanimous 6-0 voice vote.**  
30

31 **Public Hearing:**  
32

33 There were no Public Hearings.  
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35 **Citizen Comments and Petitions:**  
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37 There were no citizen comments nor petitions.  
38

39 **Committee Reports:**  
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41 There were no Committee Reports.  
42

43 **Staff Reports:**  
44

45 **1. Planning & Public Works Department Monthly Report – Mr. J. Todd**  
46 **Walters**

47 Mr. Walters gave a power point presentation which included updates on planning  
48 and zoning items as well as projects the Public Works Department had worked on during  
49 the past month. A copy of Mr. Walter's presentation is on file with the minutes.

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**2. Public Safety Monthly Report – Chief Chris Rinker**

Chief Rinker gave a brief power point presentation which included statistics for the department for the month of October. Chief Rinker also mentioned several events that members of the New Market Police Department had worked. A copy of the information presented by Chief Rinker is on file with the minutes.

**Action Items:**

The first item on the agenda was the discussion and consideration of following the 2019 State Holiday Schedule for Thanksgiving, Christmas and New Year’s holidays. Mr. Walters advised that Town Council had voted to follow the State Holiday for July 4<sup>th</sup> this year and Mr. Walters was asking that Council consider following the State holidays for the final holidays for the year. Mr. Walters stated that the State would be off for the Thanksgiving holiday a half day the day before Thanksgiving, Thanksgiving day, and the day following. For the Christmas and New Year’s holiday, at this time, it appears that the State would be taking off the same days as were originally planned by the Town, which was Christmas Eve and Christmas Day and New Year’s Day. **Mr. Hughes made a motion to accept the 2019 State Holiday Schedule for Thanksgiving, Christmas and New Year’s holidays. Mr. Wymer seconded the motion which carried on the following unanimous 6-0 roll call vote:**

<b>Mr. Hughes</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Aye</b>
<b>Mr. Wymer</b>	<b>Aye</b>	<b>Dr. Bompiani</b>	<b>Aye</b>
<b>Mr. Palmer</b>	<b>Aye</b>	<b>Mrs. Harkness</b>	<b>Aye</b>

The next item on the agenda was the discussion and consideration of authorizing the distribution of employee Christmas bonuses. Mr. Walters explained that in past years Council has authorized the distribution of a \$100 Christmas bonus per full time employee. Mr. Walters advised that if Council wished to authorize this again, the funds were already in the budget. **Mr. Hughes made a motion to authorize the distribution of a \$100 Christmas bonus per full time employee. Mr. Wymer seconded the motion which passed on the following unanimous 6-0 roll call vote:**

<b>Mrs. Harkness</b>	<b>Aye</b>	<b>Mr. Palmer</b>	<b>Aye</b>
<b>Dr. Bompiani</b>	<b>Aye</b>	<b>Mr. Wymer</b>	<b>Aye</b>
<b>Mr. Watkins</b>	<b>Aye</b>	<b>Mr. Hughes</b>	<b>Aye</b>

The third item on the agenda was the discussion and consideration of requests for the 2020 New Market Farmer’s Market. Mr. Walters advised that the vendors of the New Market Farmer’s Market would like to hold the market again in 2020 beginning in March and ending in November. Their requests are outlined in a letter that was included in the Council packet. **Mr. Watkins made a motion to approve the requests for the 2020 New Market Farmer’s Market. Mr. Wymer seconded the motion.** Mr. Hughes asked how the 2019 Farmer’s Market went and if there were any complaints regarding it. Mr. Walters advised that there were no complaints as far as he knew and that the comments he heard were favorable. One of the vendors from the New Market Farmer’s Market was present at the meeting and she advised that the Farmer’s Market had been successful in 2019. They averaged about 80 customers when they were open during the summer.

99 They are currently trying to get more vendors who are producers themselves and who  
100 will sell their own produce. **The motion passed on the following unanimous 6-0 roll**  
101 **call vote:**

102				
103	<b>Mr. Hughes</b>	<b>Aye</b>	<b>Mr. Watkins</b>	<b>Aye</b>
104	<b>Mr. Wymer</b>	<b>Aye</b>	<b>Dr. Bompiani</b>	<b>Aye</b>
105	<b>Mr. Palmer</b>	<b>Aye</b>	<b>Mrs. Harkness</b>	<b>Aye</b>
106				

107 **Mayor's Comments:**

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109 Mayor Bradley made the following comments:

- 110 • He wished everyone a Happy Thanksgiving
- 111 • He commented that the new garbage collection company is doing a good  
112 job
- 113 • He recently attended a Rails to Trails meeting in Mt. Jackson
- 114 • The Council Retreat/Work Session that was held on November 9, 2019  
115 was very good. He thanked Mr. Walters and Town staff for organizing the  
116 Work Session.

117

118 **Council Comments:**

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120 Mr. Hughes reminded everyone of the 'Tis the Season Celebration scheduled for  
121 December 7<sup>th</sup>, 2019 and he encouraged everyone to attend. Mr. Hughes also mentioned  
122 that the upcoming Flashlight Candy Cane Hunt scheduled for December 14, 2019  
123 requires registration. Mr. Walters remarked that the event is booked.

124 Mrs. Harkness remarked that she believed that the Town's decision to keep the  
125 Trick or Treating events for Halloween on the 31<sup>st</sup> of October was a good decision,  
126 despite the weather. Mrs. Harkness thanked everyone who came out and braved the  
127 elements that evening.

128 Mr. Watkins thanked the vendors of the Farmer's Market for their efforts and he  
129 wished them success in 2020.

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131 **Staff Comments:**

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133 Mr. Walters mentioned the following items:

- 134 • An RFP for trash services (beginning July 2020) has gone out. Bids are  
135 due in January 2020.
- 136 • Public Works will start putting up the holiday decorations on Monday
- 137 • Mr. Walters will hold off on scheduling Work Sessions as discussed at the  
138 Council retreat until after the New Year.
- 139 • Mr. Walters and Mrs. Green will meet with Melissa from Mr. Ham's  
140 office this Wednesday to discuss the Personnel Manual and pay scales.

141

142 **Closed Meeting:**

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144 **At 6:52 p.m., Mr. Hughes made a motion to enter into a Closed Meeting to**  
145 **discuss the performance and employment of specific local government personnel, as**  
146 **authorized by section 2.2-3711(A)(1) of the state code and to discuss the acquisition**

147 of real property for a public purpose as authorized by Virginia code section 2.2-  
148 3711(A)(3). The subject matters of the meeting are a specific local government  
149 employee and the possible acquisition of real property for Town recreational  
150 purposes. Mr. Wymer seconded the motion which passed on the following 6-0  
151 unanimous roll call vote:

152				
153	Mr. Hughes	Aye	Mr. Watkins	Aye
154	Mr. Wymer	Aye	Dr. Bompiani	Aye
155	Mr. Palmer	Aye	Mrs. Harkness	Aye
156				

157 At 8:03 p.m. Dr. Bompiani made a motion to accept the following  
158 Certification Resolution: With respect to the just-concluded closed session, and to  
159 the best of each member's knowledge, (i) only public business matters lawfully  
160 exempted from open meeting requirements under The Virginia Freedom of  
161 Information Act and (ii) only such public business matters as were identified in the  
162 motion by which the closed meeting was convened were heard, discussed or  
163 considered in the meeting by the Town Council. Mr. Hughes seconded the motion  
164 which passed on the following 6-0 unanimous roll call vote:

165				
166	Mr. Hughes	Aye	Mr. Watkins	Aye
167	Mr. Wymer	Aye	Dr. Bompiani	Aye
168	Mr. Palmer	Aye	Mrs. Harkness	Aye
169				

170 Mrs. Harkness then made a motion to amend the agenda to add an action  
171 item for the discussion and consideration of raising the salary of the Town Manager  
172 and of adopting an employment agreement with the Town Manager, effective  
173 December 1, 2019. Mr. Hughes seconded the motion which passed on the following  
174 6-0 unanimous, roll call vote:

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176	Mrs. Harkness	Aye	Mr. Palmer	Aye
177	Dr. Bompiani	Aye	Mr. Wymer	Aye
178	Mr. Watkins	Aye	Mr. Hughes	Aye
179				

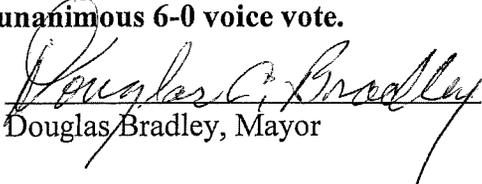
180 Mrs. Harkness then made a motion to adopt the employment agreement for  
181 the Town Manager and to increase the Town Manager's salary to \$98,200, effective  
182 December 1, 2019. Mr. Hughes seconded the motion which passed on the following  
183 6-0, unanimous roll call vote:

184				
185	Mr. Hughes	Aye	Mr. Watkins	Aye
186	Mr. Wymer	Aye	Dr. Bompiani	Aye
187	Mr. Palmer	Aye	Mrs. Harkness	Aye
188				

189 **Adjournment:**

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191 At 8:05 p.m. Mr. Hughes made a motion to adjourn the meeting. Mr.  
192 Wymer seconded the motion which carried on a unanimous 6-0 voice vote.

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Douglas Bradley, Mayor

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J. Todd Walters, Town Clerk