



MIDDLEBURG TOWN COUNCIL
Regular Monthly Meeting Minutes
Thursday, October 13, 2022



PENDING APPROVAL

PRESENT: Mayor Trowbridge M. Littleton (arrived late)
Vice Mayor Peter A. Leonard-Morgan
Councilmember Chris W. Bernard
Councilmember J. Kevin Daly
Councilmember Morris E. “Bud” Jacobs
Councilmember Cindy C. Pearson

STAFF: Danny Davis, Town Manager
Martin Crim, Town Attorney
Rhonda S. North, MMC, Town Clerk
William M. Moore, Deputy Town Manager
A.J. Panebianco, Chief of Police
Tina Staples, Town Treasurer/Director of Finance
Ali MacIntyre, Business Development & Community Partnerships Director

ABSENT: Councilmember C. Darlene Kirk
Councilmember Philip M. Miller

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting on Thursday, October 13, 2022 in the Town Hall Council Chambers, located at 10 West Marshall Street. Vice Mayor Leonard-Morgan led Council and those attending in the Pledge of Allegiance to the flag. The roll was called at 6:00 p.m.

Special Recognition

Council Approval – Resolution of Appreciation – Kathyjo Shea and Jilann Brunett

Vice Mayor Leonard-Morgan read the resolution aloud. He thanked Ms. Shea and Ms. Brunett for their investment in the community and for their civic involvement. Following its adoption by the Council, Mr. Leonard-Morgan presented a signed copy of the resolution to Ms. Brunett.

Council noted that Ms. Shea and Ms. Brunett did many other things for the community that were not listed in the resolution, such as organizing a community Christmas dinner. They opined that the most important things they did were to be good neighbors and friends. It was noted that Ms. Brunett assisted in the development of the Town’s Wellhead Protection Plan. It was further noted that their bookstore provided an important place for kids.

Ms. Brunett thanked the Council for the recognition. She noted that they were not going anywhere.

Councilmember Pearson moved, seconded by Councilmember Daly, that Council adopt a resolution expressing its appreciation to Kathyjo Shea and Jilann Brunett for their services to the community as the owners of Second Chapter Books and Solstice Healing Center, as well as serving as elected and appointed officials of the Town.

Vote: Yes – Councilmembers Leonard-Morgan, Bernard, Daly, Jacobs, and Pearson
No – N/A
Abstain: N/A
Absent: Mayor Littleton and Councilmembers Kirk and Miller

Discussion Items

Application for listing Asbury Church on National Historic Register

Jane Covington and Carol Lee, Board members of the Willisville Preservation Foundation, appeared before Council in support of the filing of an application to list the Asbury Church on the National Historic Register. Ms. Covington explained that the Preliminary Information Form (PIF) was the first step in the process. She opined that the Asbury Church should be on the register. Ms. Covington asked that the Town sign the PIF and advised that being on the National Historic Register would have no implications on the Town's property rights or ownership. She explained that it would only bring the history of the church forward and make it eligible for grants.

In response to an inquiry from the Council as to next steps, Ms. Covington advised that she would handle the PIF submission, which would be sent to the Virginia Department of Historic Resources (DHR). She reported that DHR met in December and would review the PIF to determine whether a formal application could go forward. Ms. Covington explained that if it could, the application, which would be very long and academic, would have to be prepared. She opined that the church would be eligible for inclusion on the National Register. Ms. Covington advised that if an application was prepared, it would have to be done by a consultant. She noted that the Willisville Preservation Foundation would assist in its development; however, the Town would be the applicant. Ms. Covington advised that while the Foundation could nominate it, it would be better if the Town and Foundation worked together. In response to an inquiry from the Council as to what would happen should the Town decide not to submit an application if the PIF was approved, Ms. Covington confirmed there were no drawbacks, with the exception of the cost to develop the application. She suggested she could help the Town apply for a grant to fund the application's development.

Town Manager Davis advised that if the Council gave the staff direction to sign the PIF, there would not be a financial commitment. He confirmed the only commitment would be the cost for the development of the application if the Town decided to move forward with one.

In response to inquiries from the Council, Ms. Covington confirmed there was no timeframe under which the Town had to apply nor was there an obligation on the part of the Town to move forward if the PIF was approved. She noted that the PIF was already developed and explained that she was only asking to submit it to the DHR so it could be reviewed during their December meeting. In response to an inquiry from the Council, Ms. Covington confirmed the Town could continue to work on the building during the application process.

Town Manager Davis expressed appreciation for Ms. Covington's work to develop the PIF. He asked that the staff be allowed to review it before the Mayor signed it, since it would be submitted on the Town's behalf. Mr. Davis advised that he would return it to the Council if any issues were found.

The Council agreed to move forward with the submission of the PIF, following the staff's review.

Staff Reports

September 2022

Town Clerk North reminded Council of the 2022 Volunteer Appreciation Reception scheduled for November 1st. She also reminded them that due to the Town Hall Project, elections on November 8th would occur at the American Legion. Ms. North noted that the General Registrar and State Board of Elections were working to send out notices to the registered voters and that there would be signs in front of the Town Office to alert voters of this temporary change in location. She reported that it had been four years since the Town developed its website through Civic Plus; therefore, it was eligible for a free refresh.

In response to inquiries from the Council, Town Manager Davis advised that the CMS would stay the same. He further advised that he, Town Clerk North, and Business Development & Community Partnership Director MacIntyre would serve on the committee handling the website refresh. He noted that Councilmember Bernard would be asked to participate as well.

In response to inquiries from the Council, Town Clerk North confirmed the staff loved working with Civic Plus. She noted that they were very responsive when the Town had an inquiry. Ms. North advised that the contract was now on a year-to-year basis and noted that the Town was just paying the annual maintenance and support fee.

Business Development & Community Partnerships Director MacIntyre announced that the Middleburg Film Festival kicked off earlier in the day. She noted the 10 Day Countdown events that led up to the festival. Ms. MacIntyre announced that the Middleburg Museum Foundation would host a Chili Cookoff on October 14th. She reminded Council of the Millie Miglia event that would occur October 20th-22nd. Ms. MacIntyre reported that the Northern Virginia Family Services Department would host a job resource and career fair on October 15th at the Middleburg Library.

Council applauded Ms. MacIntyre for her efforts related to the 10 Day Countdown events.

Town Treasurer Staples announced that 51% of the Town's utility billing customers were now registered to receive e-bills. She reported that she and the Town Clerk were working with the Town's Laserfiche consultant and its third-party payment vendor to develop an online filing and payment system for business license renewals. Ms. Staples announced that the Town's auditor would present the FY '22 audit report during the October 27th meeting.

Police Chief Panebianco reported that a property owner was ecstatic about the efforts Officer Riley took to secure his building after he found it to be unlocked. (Mayor Littleton arrived at the meeting at 6:31 p.m.) He noted that what may seem inconsequential to some, could be a big deal to a property owner. Chief Panebianco advised that the Police Department was dealing with active attempts to scam town residents and noted that they stopped one such scam earlier in the day. He suggested the Department develop an in-person education program for the residents, as a lot of people fell for these scams. Chief Panebianco reported that the Police Department was preparing for the upcoming special events, including the Chili Cookoff. He noted that the starting line for the Millie Miglia was on Madison Street, which would result in some restricted parking during the event. Chief Panebianco advised that the Department was also preparing for the upcoming Fall Clean-Up and Halloween.

Council commended the Police Department for their participation in Coffee with a Cop Day.

Chief Panebianco reported that the Police Department gave away one hundred twenty-eight hotdogs during the Hots Dogs & Conversation with Police Officers event.

Deputy Town Manager Moore reported that the Facilities & Maintenance Supervisor coordinated the painting of the start/stop line on Madison Street for the upcoming Miglia Warm-Up event. He noted that some of the painted crosswalks were refreshed at the same time. Mr. Moore reported that the Board of Zoning Appeals was scheduled to hold an organization meeting on October 17th, during which time they would also receive FOIA training.

Town Hall Project

Town Clerk North reported that the contractor was installing drywall on one-side of the walls and that the rough-ins for the mechanical, electrical, and plumbing were moving forward. She further reported that the roof trusses were being installed. Ms. North advised that the excavator was working on the North Parking Lot, including the installation of the drainage system for the pervious pavers, grading the area to subgrade, and installing the EV conduit. She reported that the revised project schedule was due on October 18th and noted that it should be more detailed and accurate than previous versions.

Bill Downey, of Downey & Scott, advised Council that the contractor was behind schedule and was experiencing quality control issues, which required that some of the work be re-done. He reported that they were installing moisture resistant drywall and advised that Downey & Scott was very sensitive to any water intrusion into the building. Mr. Downey advised that they would not allow the contractor to install cellulous materials until the building was weather tight, which was currently projected to occur on November 30th. He reported that Downey & Scott insisted the procurements be included in the project schedule. Mr. Downey opined that a completion date of January 28, 2023 for Phase I was achievable if everything aligned properly. He noted that Downey & Scott was monitoring the contractor's work through daily meetings, and that everyone was trying to work as a team; however, the contractor would not be allowed to do anything that would affect the quality or longevity of the building. In response to an inquiry from the Council as to what would happen if everything did not fall into place with regard to the schedule, Mr. Downey advised that he would prefer to discuss that in closed session. He noted that he expected there to be a delay of about a month; however, he would understand the schedule better once he evaluated the updated one.

Council noted that their concerns were related to quality control, not the schedule.

Mr. Downey reiterated that this was his top priority. He thanked Town Clerk North and Town Manager Davis for the amount of time they were putting into the project to address daily challenges. In response to an inquiry from the Council regarding the delivery date for the windows, Mr. Downey advised that he would like to say the end of October was a firm delivery date; however, he had asked that the contractor verify this.

Mayor Littleton reminded Council that this was a fixed price contract that included liquidated damages if the contractor did not have the building ready on schedule. He opined that Town Clerk North, Town Manager Davis, Bill Downey, Kevin Fallin, and the rest of the Downey & Scott team were doing a phenomenal job of managing the project. Mr. Littleton advised that he had recommended Downey & Scott to other localities who were embarking on construction projects. He thanked the Downey & Scott team for their work on the project.

Town Manager Davis noted the value of Downey & Scott. He further noted that each member of the team had different areas of expertise. Mr. Davis opined that at the end of the day, the Town would have a better building that would last a long time due to their expertise.

Mr. Downey reminded Council that the building would function as a public refuge during declared emergencies and would be able to withstand winds of up to 130 miles per hour. He advised that Downey & Scott would ensure the building complied with the specifications. Mr. Downey noted that Facilities & Maintenance Supervisor Cole was participating in the monthly building tours since he would be responsible for the building maintenance once it was turned over to the Town. He advised that Downey & Scott would document everything to assist him in his maintenance responsibilities.

Council thanked Mr. Downey for being sensitive to moisture issues and for the time they were putting into the project.

Consent Agenda

- A. Council Approval – September 22, 2022 Regular Meeting Minutes; September 28, 2022 Public Information Session Minutes

Councilmember Bernard moved, seconded by Councilmember Daly, that Council approve the consent agenda as proposed.

Vote: Yes – Councilmembers Leonard-Morgan, Bernard, Daly, Jacobs, and Pearson
No – N/A
Abstain: N/A
Absent: Councilmembers Kirk and Miller
(Mayor Littleton only votes in the case of a tie.)

Mayor Littleton thanked the Council, Town staff and public for their participation in the Public Information Session. He noted that this showed a lot about the community.

Action Items

Council Approval – Request for Donation – American Legion Post 295

Business Development & Community Partnerships Director MacIntyre reported that the American Legion requested \$5,000 to remove a buried oil tank and residual fluid.

Gary Nicholson, Commander of American Legion Post 295, reported that the Department of Environmental Quality documented the removal of the tank and testing of the soils and confirmed the site was cleared. He noted that the tank had several holes and had been leaking for years. Mr. Nicholson advised that it was recently brought to their attention that 60% of disabled persons were vets and advised that they were also seeking to use the grant monies to install a handicapped ramp. He reviewed the uses of the American Legion, including the Town’s use of their facility. In response to an inquiry from the Council, Mr. Nicholson reported that the Legion recently replaced their plumbing, and replaced the old furnace with an electric heating system.

Mayor Littleton noted that Home Depot donated the HVAC system.

Councilmember Daly noted that the American Legion was not just a veterans’ organization, but that it also gave back to the community. He suggested the community thank veterans by exercising their right to vote on Election Day.

Councilmember Jacobs moved, seconded by Vice Mayor Leonard-Morgan, that Council approve the recommendation of the Economic Development Advisory Committee to provide a grant to the American Legion Post 295 in the amount of \$5,000, in support of their removal and proper disposal of the residual fluid and the buried oil tank at the Legion Hall.

Vote: Yes – Councilmembers Leonard-Morgan, Bernard, Daly, Jacobs, and Pearson

No – N/A

Abstain: N/A

Absent: Councilmembers Kirk and Miller

(Mayor Littleton only votes in the case of a tie.)

Discussion Items (continued)

2022 Christmas in Middleburg Update

Doug Myers, Co-Organizer of Christmas in Middleburg, noted that the Christmas in Middleburg Committee was a 501(C)(3) charitable organization. He requested a \$25,000 grant from the Town to subsidize their transportation costs. Mr. Myers noted that those costs had increased by 15-20% and their insurance costs had increased by 15%. He further noted that they were losing \$22,500 in revenue due to the loss of approximately 450 parking spaces resulting from the Town Hall Project.

Council expressed concern that, based on Facebook exchanges, people did not appear to understand why there was limited parking. After some discussion, it was suggested that the Council provide the Christmas in Middleburg Committee with a statement explaining that parking was limited to the lots approved by the Council for safety reasons so the Committee could include the message in their event promotions.

Mr. Myers opined that this would be good as it would address the confusion as to who was in charge of what. He noted that Christmas in Middleburg was a private event, which the Town supported. Mr. Myers advised that they would welcome a message from the Town on parking that they could share.

In response to inquiries from the Council, Mr. Myers advised that there would be ten motor coaches in total – six that would service the parking at the Mickie Gordon Park and four that would service the parking at the Lost Barrel Brewery. He reported that the total cost of the buses would be just below \$25,000. Mr. Myers reminded Council that the parking goal for last year was 1,000 cars and advised that they had 1,075 spaces. He further reminded Council that it was the consensus of all involved in last year's event that this amount of parking generated a good size crowd and that the desire was to keep the attendance at that number. Mr. Myers opined that the challenge was that people were used to coming to the event and figuring out somewhere to park.

Council suggested the Christmas in Middleburg Committee needed to make up for the lost parking. There was some discussion as to the options available. Mr. Myers reported that he was meeting with the County about the possibility of expanding the available parking at the Mickie Gordon Park. It was noted that the Middleburg Barn had offered their space for event parking.

There was some discussion of the cost for the reserved parking. Town Manager Davis noted that the VIP parking at Lost Barrel was \$100/car and the regular parking at Mickie Gordon Park was \$50/car. He reminded Council that the Christmas in Middleburg Committee set the fees.

Council noted that the Town already contributed a lot of money to Christmas in Middleburg, not to mention the other costs it covered that day, such as public safety. They opined that the question before them was not ready for a decision, as the Christmas in Middleburg Committee may be able to make up for the lost parking spaces. The Council asked that the Committee also look at their budget to see if there were places where they could save money. They also asked that the Committee talk with the owners of the Middleburg Barn to see if they could use their parking spaces. The Council advised that they would feel more comfortable considering the donation request once that information was available. They noted that the issue was not just the lost revenue from parking but was also the lost number of people who used those parking spaces. The Council suggested the emphasis should be on replacing the spots. They further suggested that if the Town subsidized the transportation costs, they may expect the Committee to reduce their parking fees.

Mr. Myers opined that people who were used to parking at Salamander would not park elsewhere, as they did not want to have to get on a bus to get to the event.

Council noted that Christmas in Middleburg had to cut off sales of parking spaces two weeks prior to the event last year as they were sold out. They opined that they would sell the parking spaces if they were replaced. The Council reiterated that the number of attendees at last year's event was a good one and opined that offering the same number of parking spaces was critical. They noted that this was not a money issue.

In response to Mr. Myer's concerns that it would be difficult to find a property that could handle that many cars, Council noted that the Committee needed to ask. They suggested they see if the County Parks & Recreation Department would let them use a larger portion of the Mickie Gordon Park. The Council directed that the donation request return to them during their October 27th meeting. They suggested that if the Christmas in Middleburg Committee needed the Town to help them in their dealings with the County, they should let the staff know.

Action Items (continued)

Council Approval – MOU – Middleburg Business & Professional Association

Business Development & Community Partnerships Director MacIntyre reminded Council that she had been working with the Middleburg Business & Professional Association (MBPA) to redevelop their relationship with the Town and opined that it was going well. She further reminded Council that the Town gave the MBPA \$15,000 annually for their operations and allocated an additional \$15,000 for their holiday activities. Ms. MacIntyre advised that the number of carriage rides offered would increase this year to every weekend in December. She further advised that the MBPA was collaborating with the Town regarding marketing, including the promotion of events and each other, as well as on an all-inclusive events calendar that would be hosted by the MBPA. Ms. MacIntyre noted that a Town representative was on

the MBPA's Board of Directors and a representative from the MBPA served on the Town's EDAC committee. She advised that the MBPA would report to the Council on a regular basis, with their first report being due in February of 2023, at which time, the Town would receive their financial request for FY '24. Ms. MacIntyre further advised that their mid-year report would occur in September.

Town Manager Davis noted that Punkin Lee, the President of the MBPA, had another obligation and could not be present during this meeting. He advised that Ms. MacIntyre and Councilmembers Bernard and Pearson met with the MBPA's Board of Directors. Mr. Davis noted that this item could wait if needed until Ms. Lee could be present. In response to an inquiry from the Council, he confirmed the MBPA's Board of Directors was okay with the MOU as presented.

Council expressed concern that there were some items in the MOU that were clear and others that were not and that the MOU was "extremely loose". It was suggested that the MOU could be about building a relationship, or it could be about results. It was further suggested that if it was about results, the MOU needed to identify what would be considered to be successes. Council noted that in the future when the historical understanding was gone, it could be confusing as to what was meant in the MOU as proposed.

Business Development & Community Partnerships Director MacIntyre confirmed events could be included in the MOU.

The Council expressed concern about including a specific dollar amount for the Town's contribution, unless the agreement was only good for a one-year period. It was suggested that there only be a general expression of what the Town would provide.

Councilmember Bernard explained that the general purpose of the agreement was to make sure there was no cross over of activities between the Town and the MBPA. He advised that the details that were available were incorporated into it. Mr. Bernard noted that this was just a one-year agreement and advised that the MBPA would provide their financial information and budget request for the Council's review.

Council opined that the intent was to come out of the first year with a more granular, detailed understanding of the next MOU. They suggested it be clearly stated in the preamble that this was only a one-year agreement, and that the intent was to have a more detailed MOU the following year. It was noted that the goal was for the Town and MBPA to work together to see what it should look like on an on-going basis.

Town Manager Davis explained that the draft MOU was modeled after the MOU between the Town and Visit Loudoun. He noted that it would be amended each year to identify the amount of the Town's contribution. Mr. Davis opined that this would take time to develop with the MBPA and suggested the draft was a great foundation.

Discussion Items (continued)

Special Use Permit 22-01: Request for Special Use Permit for Limited Residential Lodging – Michael A. Pappas –
5 N. Jay Street

Deputy Town Manager Moore reminded Council that the Planning Commission had been working on potential zoning text amendments to the short-term rental ordinance and advised that they would most likely see their recommendation after the Commission's next meeting. He reported that the Town received its first application, which was filed under the existing regulations, for a short-term rental on North Jay Street. Mr. Moore advised that the owner, Mr. Pappas was using the property as a short-term rental in violation of the ordinance. He reported that he met with the staff and paid his lodging taxes. Mr. Moore advised that the Planning Commission held a public hearing on the application, with Mr. Pappas being the only speaker. He reported that they recommended approval of the request, conditioned upon the special use permit expiring if the ownership of the property transferred to a different owner. In response to an inquiry from the Council, Mr. Moore confirmed the Town Attorney had not yet concurred with the recommended condition and noted that he would meet with him to discuss it prior to the Council's public hearing. In response to inquiries from the Council, he

confirmed the number of occupants would be capped at four. He advised that the owner lived in Fairfax. Mr. Moore reminded Council of the requirement that a property manager be located within twenty miles of the property and advised that Mr. Pappas had a family member who lived in Middleburg who would assist with the management of the rental.

Council asked that the staff check with the Town Attorney to determine whether the recommended condition was allowed and noted that, if not, this could affect their vote. It was noted that the Council would hold a public hearing on the application during their October 27th meeting and could vote on it at that time if desired.

Cancellation of November & December meetings; gift certificates, holiday lunch

Town Clerk North reminded Council that they traditionally cancelled the second meetings in November and December due to conflicts with the holidays, with the understanding that a special meeting could be called for the third Thursday of the month should the need arise. She questioned whether they wished to do so again this year. After some discussion, the Council agreed to cancel the meetings.

Town Clerk North reminded Council that traditionally they held an appreciation luncheon on the second or third Friday of December to thank the Town employees for their service. After some discussion, the Council agreed they wished to host an appreciation luncheon on the second Friday in December. They informally elected Councilmembers Kirk and Miller to organize this year's luncheon.

Town Clerk North reminded Council that traditionally the Town gave gift certificates to the Town employees in the amount of \$100 and to the members of Town regulatory committees in the amount of \$50. She questioned whether they wished to do so again this year. After some discussion, the members agreed they did.

Information Items

State of the Town Address

Mayor Littleton reminded Council of the State of the Town Address scheduled for November 3rd.

Fall Clean-Up

Vice Mayor Leonard-Morgan reminded Council of the Fall Clean-Up scheduled for October 29th.

2022 Miglia Warm-Up

Town Manager Davis reminded Council of the 2022 Miglia Warm-Up scheduled for October 20th-22nd. He reviewed the schedule of activities. Council asked that calendar invites be sent for those items that they were expected to attend.

Closed Session

Vice Mayor Leonard-Morgan moved, seconded by Councilmember Pearson, that Council go into closed session as authorized under Section 2.2-3711 of the Code of Virginia, for the discussion or consideration of an appointment to the Middleburg Sustainability Committee as allowed under Subsection (A)(1). Vice Mayor Leonard-Morgan further moved, seconded by Councilmember Pearson, that the Council thereafter reconvene in open session for action as appropriate.

Vote: Yes – Councilmembers Leonard-Morgan, Bernard, Daly, Jacobs, and Pearson
No – N/A
Abstain: N/A
Absent: Councilmembers Kirk and Miller
(Mayor Littleton only votes in the case of a tie.)

Mayor Littleton asked that Council certify that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) 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 closed meeting, which each member so did. He reminded those present for the closed session that any discussion that occurred within it should be treated as confidential.

Council Appointment – Middleburg Sustainability Committee

Vice Mayor Leonard-Morgan moved, seconded by Councilmember Daly, that Council appoint Rutger Schneider to the Middleburg Sustainability Committee to fill a vacancy, said term to expire May 12, 2024.

Vote: Yes – Councilmembers Leonard-Morgan, Bernard, Daly, Jacobs, and Pearson
No – N/A
Abstain: N/A
Absent: Councilmembers Kirk and Miller
(Mayor Littleton only votes in the case of a tie.)

In response to an inquiry from the Mayor as to whether the Council could discuss the contract with Cooper Building Services for the Town Hall Project in closed session, Town Attorney Crim confirmed they could go into closed session to receive advice from legal counsel.

In response to a comment from the Council, Town Clerk North advised that once the schedule was received, the staff would have a better idea of whether this was something that needed to be discussed in closed session.

There being no further business, Mayor Littleton declared the meeting adjourned at 7:57 p.m.

APPROVED:

Trowbridge M. Littleton, MAYOR

ATTEST:

Rhonda S. North, MMC, Town Clerk

October 13, 2022 Middleburg Town Council Meeting

(Note: This is a transcript prepared by a Town contractor based on the video of the meeting. It may not be entirely accurate. For greater accuracy, we encourage you to review the video of the meeting that is on the Town's website – www.middleburgva.gov)

Peter Leonard Morgan: Good evening, everyone. In the Mayor's absence, I will get things going. Welcome to the Thursday, October the 13th council meeting. And the first order of business is the Pledge of Allegiance.

All Council: [Pledge of Allegiance]

Peter Leonard Morgan: Wonderful. Thanks very much. So the next order of business is we have are we to do the roll call? Roll call. Thank you very much. Yes. Roll call, Chris.

Chris Bernard: Chris Bernard.

Bud Jacobs: Bud Jacobs.

Peter Leonard Morgan: Peter Leonard Morgan.

Cindy Pearson: Cindy Pearson.

J. Kevin Daly: John Kevin Daly.

Rhonda North: Rhonda North, Town Clerk.

Danny Davis: Danny Davis, Town Manager.

Martin Crim: Martin Crim, Town Attorney.

Peter Leonard Morgan: Wonderful. Thank you very much. And we will go on to special recognition. Yes, wonderful. So we have a wonderful we only have one half of a wonderful duo from the town of Middleburg. And I will read the. So I'll read the resolution right here. So and then I'm going to make some comments if I may. Whereas Kathyjo Shea and Jilann Brunett moved to Middleburg and opened an acupuncture and massage therapy business, the Solstice Healing Center located in the then health center building. And. Whereas, on December 15th, 2016, Ms. Shea and Ms. Brunett also opened Second Chapter Books in order to fill a void left by the closure of Books and Crannies. And. Whereas, Ms. Shea and Ms. Brunett, committed to providing an independent full service bookstore, welcomed local authors who spoke, participated in book signings and sold their books in the store, hosted book group meetings and storytelling for children, mine among them, which brought young people into the community, ensured books were available to those who

could not otherwise afford them through a used book program provided a personalized newspaper service for local residents and were dedicated to the sidewalk sales held twice a year in the town. And. Whereas, bookstores are an integral part of the community, any community and second chapter books was a core part of the Middleburg community for the past nearly six years. And Whereas, Second Chapter Books closed its doors on September the ninth, 2022, so Ms. Shea And Ms. Brunett could enjoy a well-deserved retirement. And. Whereas, Ms. Shea and Ms. Brunett also served the community in numerous other ways, including Ms. Shea's service as a member of the Middleburg Town Council from July the first, 2008 to November the eighth, 2016, during which time she also served as the Council's representative for Go Green, the Middleburg Museum Committee and the Loudoun County Community Action Board. Serviced by Ms. Brunett on the formerly Go Green Committee, now known as the Middleburg Sustainability Committee, from May the 12th, 2011 to May the 12th, 2015, and Ms. Brunett service on the former Wellhead Protection Advisory Committee, now known as the Source Water Protection Team, beginning June the 14th, 2012, a position that she continues to hold to this day. Now, therefore, be it resolved that the mayor and members of the Town Council of Middleburg, Virginia, recognize and express our sincere appreciation to Kathyjo Shea and Jilann Brunett for their exemplary services to the community as the owners of Second Chapter Books and the Solstice Healing Center, as well as by serving as elected and appointed officials for the town. Be it further resolved that the mayor and members of the Town Council express our profound thanks to them and hope for their continued success in life. [applause] Oh, perfect timing. Excellent. Excellent. I'd like to personally thank Jilann and Kathyjo and Jilann. I'm sorry that Kathyjo's not here for the wonderful community investment with Second Chapter Books, but also for their civic involvement over a long period of time. Kathyjo sat right here on this dais for many years. In fact, I think I'm right in saying I took over from her. She would probably correct me on that. Being the council representative of the Go Green Committee, which is now the Sustainability Committee. She was and remains passionate about issues which matter to people in Middleburg. Jilann is an expert in the geological field, is that right? Perfect. And continues to this day to offer her expertise to the town's utility committee, which I'm on and provide advice relating to such important matters of source water quality. Thank you both. Kathyjo I'm sorry you're not here for all you've done and still do for our town. And I'd like to invite any other members of council to say a few words if you'd like to.

Cindy Pearson: Yes. Thank you very much for everything. And I didn't I don't think I saw in here about all those cigarette butts that you've picked up over the years and the trash and different things like that. That's the little quiet things that we didn't see you all do. And I know there's a lot more that we didn't see but thank you for being part of the community.

J. Kevin Daly: There are so many things that you have done for the community. But I think the most important thing, and I'm going to use the N-word here, is that you are a great neighbor and a great friend to myself, everyone on the podium and to the entire town. Thank you for all that you have done.

Bud Jacobs: There remains a monument to Jilann's work on the Source Water Advisory Committee and now on the what do we call it? The source [inaudible]. The protection team. And that is our last five-year strategy which. Jilann basically guided through a rather arduous drafting process, and it doesn't make the most

engaging reading. It's pretty dry stuff. However, as a result of Jilann's knowledge, her expertise and her willing to do difficult research, the technical parts of that report are accurate and sound and provide the town a really firm basis to deal with and consider the issues that we face with, particularly with ongoing development projects. So thank you. It should have it should have a memorial or some sort of medallion on it to recognize you. So well done and your efforts are really appreciate it very much.

Peter Leonard Morgan: Mr. Bernard.

Chris Bernard: I'm going to filibuster until Bridge gets here because I'm sure he wants to say something. As the owner of a toy store store for kids, we see every day just how important it is to have a place for kids to go and learn and see new things. And a bookstore is a perfect example, and I know how much Maverick has love to go sit on the floor and look at all the books and pretend to open his own bookstore inside your bookstore, which is fun. But then things like the Christmas dinner and all the other things that everyone has talked about. You guys have just been great members of the community and we expect you to continue to be. So We'll see you around. Thanks.

Jilann Brunett: And thank you to one and all of you. We were here a couple of weeks ago and express that it's been a real pleasure to be in this town and you will see us there. We're going to be there. We're not going anywhere. So. Thank you very much for the accolades.

Peter Leonard Morgan: Wonderful. Thanks. Thanks very much, Jilann. So could I ask for a motion?

Cindy Pearson: I move the council, adopt a resolution expressing its appreciation to Kathyjo Shea and Jilann Brunett for their services to the community as the owners of Second Chapter Books and Solstice Healing Center, as well as serving as elected and appointed officials for the town.

J. Kevin Daly: Second.

Peter Leonard Morgan: We have a second. All in favor, say aye.

Everyone: Aye.

Peter Leonard Morgan: Against. Abstain. The ayes have it. And now, Jilann, if you'd like to come up, I will do the honors. [off mic] Wonderful. Jilann, you don't have to stay for the whole meeting, but we'd love you to stay.

Jilann Brunett: Thank you.

Peter Leonard Morgan: Wonderful. So we will now, I think. Go on to. Just discussion items. We're going to move forward a bit to the item 12 A here. 12A application for listing Asbury Church on the National Historic Register. And we're delighted to have Jane Covington here with Carol Lee.

Jane Covington: Hello. Hello, hello, hello, hello. I know most of you to I don't, but my name is Jane Covington, and my profession is historic preservation. And I am here tonight with my very good friend Carol Lee. And we are coming to you in the capacity of board members of the Willisville Preservation Foundation. And Carol is the president and I'm just a board member, but here to speak. So I think it was maybe an August or July Carol delivered on behalf of the Willis Preservation Foundation, a PIF a preliminary information form, which is the first step of the National Register process. And we wrote that because in its possession, the Willisville Preservation Foundation has some of the history of the church, and we also strongly believe that it should be on the National Register. As you may or may not know, the church used to belong to the Willisville Methodists until they sold it. Carol knows when it was sold, I can't remember. So we do have a vested interest in seeing the history of the church represented. So we are here tonight to ask you to sign the preliminary information form that Carol sent to you in late summer. And as you know, being a resident of the village of Middleburg, being on the National Register has no implications on property rights Town of Middleburg is a national historic district. The church is a contributing structure, so there are no restrictions on ownership. The only thing that being on the National Register does is bring the history forward and also opens the door to grant opportunities. So there you go. I would love for you to sign that. We will usher the application forward so no burden on the town and hope you do it. Thank you. Any questions?

Peter Leonard Morgan: Thank you very much, Jane.

Jane Covington: I work down the street. You can call me or walk into my office.

Peter Leonard Morgan: I appreciate that. Do we have any questions? [off mic] Danny. I believe we are. Yes.

Bud Jacobs: I looked at the materials.

Jane Covington: Oh, good. Thank you so much.

Bud Jacobs: And seems I don't want to prejudice any prejudice, any decisions, but struck me as sort of a no brainer that we should do this. But I'm not clear what the steps of the process are.

Jane Covington: Great question. And it's right here. And I forgot to tell you, the steps are a two-part process. The preliminary information form is just that is very preliminary. It's very short as you read and it goes forward to the national excuse me, to the Virginia Department of Historic Resources. And they meet quarterly. The next time they meet is in December. And they read a PIF, and they say this is eligible or it's not eligible. So basically what they're saying to the applicant, hey, it's really worth your time to devote some resources into writing the National Register nomination, which is a much more involved document. It's very academic, it's footnoted, it's long. So the Virginia Department of Resources votes eligible, not eligible, likely would be found eligible. Then the next step is the actual nomination. And at that point, the town would probably need to hire a consultant. We can help you find one. But also if you're found eligible, you're open to grant opportunities.

There are ways to do it. And Willisville Preservation Foundation stands ready to help you get through that process.

Bud Jacobs: So the town would be the applicant.

Jane Covington: The town is the owner and therefore is the applicant. The Willisville Preservation Foundation, as an interested party, can nominate it, but I think it's best that we all do it together. So certainly we want community support to do it.

Peter Leonard Morgan: Any more questions for Jane? I suppose my question my question would be not that I'm saying we would do it, but if the PIF goes in and then we for some reason decide not to go forward with the full nomination.

Jane Covington: We would cry.

Peter Leonard Morgan: I'm sure we would to I've seen your nomination form.

Jane Covington: Of course we would cry. You have put so much work in stabilizing that structure. Alan Cochran did it. Martha was here to guide him. The work is beautiful. I mean, you should. There's no drawback for being on the National Register except for money. Maybe the town doesn't want to spend their money on it.

Peter Leonard Morgan: Yeah, and that's, I suppose, you know, say we're not here anymore, and someone else has to make that decision and doesn't want to spend the money.

Jane Covington: Let us help you apply for a grant. I mean, would you come back to the Willisville Preservation Foundation and let us help you apply for grants? I will write them. You send them.

Peter Leonard Morgan: I have no doubt that that would be a wonderful route forward. Yeah.

Jane Covington: We would love to usher the town through this process. It's very important to us.

Peter Leonard Morgan: I suppose I should ask Martin, who's watching our town attorney, if there are any questions from your side, Martin, on this.

Martin Crim: No sir. Danny and I had an opportunity to discuss this earlier today. I think it's certainly something to consider.

Peter Leonard Morgan: Wonderful. Thank you. So is there any action item now or really for discussion?

Danny Davis: Yeah. I mean, I think if the council wants to give direction to sign the form, it's it's really not committing us to any significant time resources. And again, subsequent to this, really not committing us to anything until the next step, which would be then determining whether we wish to proceed with the full nomination, which I think that's going to be encapsulated in the full project that we look at starting next spring. So I have no concerns about this or issues with it. [off mic]

J. Kevin Daly: I, I certainly think this is a win win situation. It's part of our heritage Middleburg heritage. It's part of my heritage. I live across literally across the street from the church. To me, it's hallowed ground. During the Civil War men died there. It was a hospital. It became the first church that white community members gave to black community members to neighbors. That heritage and that history should be a part of Middleburg's corporate memory and by going through this and process of getting the grants and stabilizing that so that we have that bit of history living with us forever. When I was stationed over to Europe, they have bridges that are older than the United States is, and they take care of them. Why can't we take care of this structure, which means a lot to our community?

Peter Leonard Morgan: Thank you for that. And yes, please, Cindy.

Cindy Pearson: Jane, does is there a time frame between when they approve the preliminary and, say, December, if that's when they meet, until you have to have that next form filled out?

Jane Covington: No, no, no. So you can since there is money involved for the nomination, you take the time and there's no obligation to go forward. Except Carol and I would be crying. But but so, no, it doesn't obligate the town to anything. Yes. Yes. It just demonstrates the town's view on how to steward this precious historic resource.

Peter Leonard Morgan: What sort of time frame do you think the PIF takes? Not you know, the form is just a form and then it goes through.

Jane Covington: The form is done. I've contacted Historic Resources, that said, Are you ready? We're ready.

Peter Leonard Morgan: And then in terms of them processing it.

Jane Covington: Well, I just need if I can get it in now, it can go to December. If you all drag your feet, then it goes to March. No big deal. Except I might be crying.

Peter Leonard Morgan: Yeah, a few people might be. [multiple speakers]

Chris Bernard: Yeah. I got a question. It's about. I guess so. We're going to put some work into the building. Right? Does this need to happen before we do that or after? Can it happen at the same time? I don't know. How does that affect the process?

Jane Covington: My advice to the town? Like, if I got to drive this bus, I would say do this. And it opens the town up to grant opportunities that could go to research for the National Register nomination. There are additional grants for restoration. They're much harder to get. But if I were town and I've got this year of planning ahead, I would certainly put this into the process.

Chris Bernard: So but getting it on that list wouldn't stop us from being able to do work to it. As long as it's restorative, it's probably fine.

Jane Covington: No, you get to bulldoze it. If it's on the National Register, it will come off of the National Register. But you retain full property rights.

Peter Leonard Morgan: I think unless anyone disagrees. Danny.

Danny Davis: Yeah, Mr. Vice Mayor, thank you. I think we're generally fully supportive of this. I will say the form was filled out by Ms. Covington and we appreciate her work in that. I think most of the information is what we've seen in the other historical documents that have been prepared for the overall district, for the towns research purposes and other products used in the past. What I think we might like to do is just have a chance just to review it briefly before having the mayor sign it, just to make sure that what has been stated is what we expect to be submitted and representing the town since it's being submitted on the town's behalf. But subsequent to that, with having Mr. Crim just very briefly review, which I think it shouldn't be an issue and working with Mr. Moore, then I think we have the direction and clarity to go forward with that. Should there be any major issues, which I don't expect any we can bring it back to the next meeting, but I think we can proceed forward.

Peter Leonard Morgan: I was going to ask, Will, whether you have any comments or. Super. Well, thank you very much, Jane. Nice to see you. [multiple speakers]

Jane Covington: Good night.

Bud Jacobs: Thank you.

J. Kevin Daly: Enjoy the remainder of your evening.

Jane Covington: Oh, well, thank you.

J. Kevin Daly: If you decide to stay to watch the meeting. [multiple speakers]

Peter Leonard Morgan: Unless my adviser here has any other suggestions, we'll go into public comment. Public comment is the opportunity for anyone to come and sit here and state their name and address and

really comment on anything they want to comment for up to 3 minutes. So do we have anyone who like to publicly comment? There's no one online now these days, right?

J. Kevin Daly: Nothing's controversial.

Peter Leonard Morgan: Well, in that case, I'll close the public comment. Thank you very much. And from here, we'll go to staff reports.

Danny Davis: And that'd be great.

Peter Leonard Morgan: Rhonda, if we could have yours, please.

Rhonda North: Thank you, Mr. Mayor. Vice Mayor. So just a reminder that the volunteer appreciation reception is scheduled for November 1st, starting at 5:00 pm at the Emmanuel Episcopal Church Parish Hall. We're working on getting everything together for that. Also wanted to remind folks, we do have a notice on our door, but due to the town hall construction project, voting for November 8th has been moved to the American Legion. So folks will need to go to the American Legion on November 8th to cast their ballots.

J. Kevin Daly: That's just down Plains Road. Yes. [off mic]

Peter Leonard Morgan: We received a postcard. I'm sure probably everyone got that.

Rhonda North: Yes. The Board of Elections was working with the county registrar to get a postcard out to let folks know. And finally, a few years ago, as you know, we hired a Civic Plus to be our website provider. And at the end of the four-year contract there to do a refresh of our website, we're now there. So, Danny, I know. Can you believe it? I know. So Danny and I met with our representative this week and we're going to start working on on the project to do that refresh.

Peter Leonard Morgan: Wonderful. Thank you. Any questions for.

Chris Bernard: What what level of refresh are we looking at?

Rhonda North: That is kind of up to us to decide.

Danny Davis: Yeah. So the entire CMS will stay the same. I mean, there's there's no but there's a I think we were actually thinking of looping you into some of those conversations, if you're up for that. So right now, Rhonda, Ali and I were going to be the staff team, bring you on board for some thoughts and get ideas on keeping it fresh and streamlined.

Chris Bernard: Second question How do we feel about Civic Plus so far? I haven't been dealing with the day to day, so I just been out of the loop on it.

Rhonda North: We love Civic Plus.

Chris Bernard: I would say it seems like it's going well.

Rhonda North: Yes. It's going well. They're very responsive when we have questions or issues. I have no complaints about Civic Plus whatsoever.

Chris Bernard: What's our renewal option on the contract?

Rhonda North: At this point, it just goes to a year to year. Are we paying now is just the it's a roughly 4000-year maintenance and support cost the fee to develop the website. We've already we've already paid that off. So we get our refresh. And now that we're at the end of the four years.

Chris Bernard: Super

Peter Leonard Morgan: Wonderful. Thanks very much, Rhonda. Any other questions for Rhonda before we move on? So, Ms. MacIntyre, I believe you are up next, please, the business development and community partnerships.

Ali MacIntyre: [off mic].

Peter Leonard Morgan: How are you still awake after the last ten days.

Ali MacIntyre: Redbull and coffee. No, thank you. So just you guys have my report. I have a few highlights. One thing that I do want to mention is the Middleburg Film Festival is officially kicked off today. As Vice Mayor Morgan mentioned, we did just do a ten-day countdown. It was a lot of days, and it was a great learning opportunity. And thank you guys, everybody that was able to attend for coming out. And we just wrapped it up yesterday. And like I said, the film festival kicked off today, so that's [inaudible] Yeah, it's great. The town is already buzzing. A few people have actually called me and texted me to say, Hey, what's going on? I'm like, I can fully post about it. So next up tomorrow, if you guys didn't already know, there is the Middleburg Museum in the Pink Box Visitor Center is hosting their inaugural chili cook off, and that'll be from 6 to 8. So if you guys have heard about it, I do encourage you to go. It's our first one and it's a perfect time to eat chili with chili weather outside the next week. I'm sure you guys have heard. We do. We are preparing for our second Mille Miglia event. So our Italian partners, some of them have just arrived. So we're excited about that and working to get everything finalized, coordinate with our volunteers, and do all those final tasks. The only other thing that I did want to mention is that and it is in my report, but Northern Virginia Family Services is hosting a job resource and career fair at the Middleburg Library this weekend, October 15th. So encourage you to spread

the word if you have the time. I believe this is the first of a series of events for them. They did receive quite a substantial grant and they were excited to help support Middleburg.

Peter Leonard Morgan: Super, thank you very much. Any questions for Ali?

J. Kevin Daly: Continue doing a good job.

Peter Leonard Morgan: We just will be doing the 11-day countdown next year?

Ali MacIntyre: No.

Peter Leonard Morgan: On a serious note, I know it was it was a bit of a challenge, some of them. And I applaud your effort, really, and ingenuity to do it. I wish there'd been some more people at some of them. But you know what? It was a lot of fun and really appreciate your working on that. Right. So next up is Ms. Staples.

Tina Staples: Okay, you have my report. I just have a couple of notes about it. We I know we talked it's probably been about six months, but we talked about when we first started with invoice cloud, we were trying to get a 50/50 split on paperless versus mailed bills. We actually reached it now and overcame it. So we're at 51/49, so that's pretty good. Yeah, well, it was it took about a year, but we got there.

Peter Leonard Morgan: I think if you look at the demographic, you know, we've got a fantastic town and you know, also different age groups. So to get to that is pretty good. Yeah. I would say you're probably going to get further.

Tina Staples: Yeah, I think so. I think so. But we're really pleased with that result. We're also working on I think Rhonda mentioned it before but using an electronic filing process for the business license this year, we're hoping to have it up and running by the time the renewals go out in January. But that will really streamline the process for businesses, for the staff and for everyone. We think it'll take a lot less time and effort to renew your business license. And then at the next meeting, we're going to have your audit for you to review for FY 22. Just to give you a warning. You might want to have an extra cup coffee that day. Do you have any questions for me?

Peter Leonard Morgan: Any questions for Tina? Looking good. Thank you very much.

Tina Staples: Thank you.

Peter Leonard Morgan: And now Chief, step this way.

AJ Panebianco: Well, you have the report. I'll highlight a couple of things. Some aren't. One's on it and the rest of them are not. I'm at the age where I need these. Sorry. Even with as big as I wrote. Sometimes it's the little things that make a difference. And just on the report you saw where we received a kudos for Officer Jamie Riley finding a building unlocked. And it's not so much that he found the building unlocked, but the proprietor of the business was just ecstatic at the professionalism that Jamie showed and the great lengths that he went to to ensure that the building was secure and that everything was fine before he left for them. And so literally showed up in the office to say, great job. Thank you. He did use the word fabulous.

Peter Leonard Morgan: Let the record note that the mayor arrived late. Yeah.

J. Kevin Daly: Well, one other one other note. This is not the first time Jamie's been given kudos.

AJ Panebianco: Correct. We we often receive kudos for the various officers for various things that they do that are often seen as small, which is why I wanted to point out something as what may seem inconsequential to most of us finding a door unlocked, but how much it meant to the actual business owner. We actually thought I wasn't going to make the meeting tonight because we were dealing with an active scam at the time somebody had called a resident of Middleburg, kept the person on the phone. Husband calls us and says, Hey, she's going to go get money to give to him. We go to the bank. She's not at the bank. Go to the other bank. She's not the bank. We end up finding out that the person was on their way to Wal Mart in Warrenton to buy gift cards, which I will tell you is never the preferred payment of the US government. It is also never the preferred payment of any real legitimate business. However, we did partner with Warrenton PD. We have great contacts over there. Sergeant Pierce from the Warrenton PD was able to intercept her before she got into Walmart. Stop the scam. Families happy. We're happy to help combat this. We generally put something on Facebook. This year we're going to try and do some form of an in-person educational format. So we may be talking to the church about maybe borrowing some of the property to host it, but we're going to try and do something to take it one step further than because, believe it or not, there are a lot of people that fall for this over and over and over. And the worst case that I've seen here was a gentleman bought \$15,000 worth of gift cards at a retail establishment, and they did not say a word. And he realized after about \$10,000 that he scratched and gave them the numbers to that he probably shouldn't be doing anymore. Came to us and he literally lost ten grand. And there's nothing we can do to get it back. So but we did call the establishment and say nobody said anything really, you know. So anyway, so we're going to do something with that. We did hear about the events that are coming up, which first currently the film festival is going on. It's got a lot of business and a lot of people roaming around town, which is great. It's always good to see the town buzzing. The chili cook off is tomorrow at the pink box, and believe it or not, you have two guests judges here and one more at the PD. Chris Bernard is going to be a guest judge. As as am I. And I understand Chris is supposed to be making some cornbread. So we reminded his wife of that today and she's like, oh, man, we got to do that. But we also knew that he'd be cooking it. If you noticed, we do have the finish line or start line, whichever you want to call it, painted on Madison, which really looks pretty cool. Mille Miglia will be kicking off next week. Just a note. There will be some restricted parking on Madison, mostly the north end, but on Friday, the south end as well. And so just be aware that there will be some of that. We also have the clean-up coming up and

the former Go Green and now Sustainability Committee. And of course, Halloween will be just around the corner as well. So as that approach is just try to start now getting yourself where you're if you're hearing us out there and Internet land not [inaudible] land, there's going to be kids out there. Be patient, slow up, pay attention. So that's it on on the report, if you have any questions.

Peter Leonard Morgan: Thanks, Chief. I would like to just add coffee with a cop was great. I went along to that. So did Kevin. And you know, it was wonderful. There were no donuts, actually or chocolate. Yeah. So thanks for that. It was great. Any questions for the chief.

AJ Panebianco: Oh, and we also did hot dogs and conversation with police officers where we made hot dogs and gave them out. We gave out 128 hot dogs, I believe. And one lady was a visitor, and she was 90 years old, just had had her 90th birthday. Her 90th birthday meal was hot dogs because that happens to be her favorite food. And she could not believe that they were giving out hot dogs. And so she literally loved it. Oh, that is why there were so many people that stopped and talked some some had hot dogs, some didn't. It's all about breaking those barriers and having those conversations right in front of Northwest Credit Union. And it was it was a good day. We had a ball.

Peter Leonard Morgan: Fabulous. Thanks, Chief. Any questions for the chief comments? Complaints?

Chris Bernard: Oh, yeah. The racing stripe. Can we leave that there?

AJ Panebianco: We plan to because it's painted with permanent paint.

Chris Bernard: Asking for a friend. Yeah.

AJ Panebianco: Yeah. We're going to set up races there. Tell him we will. We will get him squared away. Now, it does look really cool, and it almost it almost looks sort of like a crosswalk, actually. And it's in it's in a spot that you could use it as a crosswalk.

Chris Bernard: But at your own risk.

AJ Panebianco: Well. You know, the way we do VDOT is we tell them that we're sorry after we do. Perfectly happy with that. Actually, I had somebody from VDOT tell me they prefer it that way. I won't say who, but.

Peter Leonard Morgan: that's funny. Well, thanks a lot, Chief. Appreciate it. And I will now hand off to the mayor.

Bridge Littleton: You sure you want to do that? Yeah.

Peter Leonard Morgan: Well, you know, I've shown them. I've shown the folks here how it should be done.

Bridge Littleton: Oh, wait a minute. Wait a minute. It's. It's 6:40. You haven't even gotten past the first page.

Peter Leonard Morgan: Well, we've had a nice social evening.

Bridge Littleton: Okay, we got to move things along. All right, Will, let's go. Chop chop.

Bridge Littleton: Well, then, if that's the case, let's slow things down a bit.

Will Moore: Well, yes, you have my report. Just a couple small things to add. Chief stole my thunder on the start finish line, but Tim coordinated that for us. I appreciate his help. We also had the painting contractor touch up the painted crosswalks on East Marshall at Liberty and behind the community center while he's in town. So got those refreshed. We will also not noted on my report we having a BZA meeting. Monday. Monday evening. It's just an organizational meeting. We don't actually have an application. We're supposed to do an organizational meeting each year but skipped the last couple of years with COVID. But get back up and running just on the odd chance that we ever get an application filed. That being said, happy to answer any questions you might have.

Bridge Littleton: Well, I'll just say real quickly on your BZA meeting, make sure you fully acquaint them with all the changes to town, county, state zoning rules and regulations. You might want to do a couple mock BZA events. So we have three members, right? We have five ok. Yeah, I think they should stay for several hours. Well, I'll let Margaret know. My dad will be late for dinner.

Will Moore: My training will be fairly brief, but they will also have the benefit of the clerk's training. Two of the five may be excused from that because they probably received it in other committees they serve on. But three of them will get that full version.

Bridge Littleton: You better be prepared to lock the door.

Peter Leonard Morgan: One of our new members was the professor for Gary Clemmons at George Mason.

Bridge Littleton: You mean Jonathan? [multiple speakers] And it changes. It changes. As Rhonda can attest, as the town had one or two FOIA requests earlier this year, it was sort of like it was sort of like, oh, well, the rules say this. And it's like, oh, wait, that got updated last year. It's a little different. Yeah. Anyway, anybody have a questions for Will. Thank you. Thank you, Will. Will. FYI, somebody from Salamander will be coming to visit you very soon. About a tent.

J. Kevin Daly: Okay. You're going to have to return it.

Bridge Littleton: Martin.

Martin Crim: Thank you, Mayor You have my report. I'm ready to answer any questions you may have.
[inaudible]

Bridge Littleton: Anyone have any questions for Martin? Thank you. Okay. Next.

Bridge Littleton: Miss North.

Rhonda North: Thank you, Mr. Mayor. I'm just going to do a quick summary, and then I'm going to turn it over to Bill Downey of Downey and Associates so he can brief you a little further on the project. So we do have drywall going up inside the building on one side of the walls, actually starting to look like offices and rooms and things now. They've made pretty good progress on that. And then the mechanical, electrical, plumbing is proceeding as well. The roof trusses were delivered today, and they have started to to do that installation. And then in the north parking lot, they have installed the drainage system for the pavers. The EV conduit has been installed for the EV charging stations and they have graded the north parking lot to to the sub grade. So proceeding with that as well, we are anticipating a revised project schedule from the contractor on Tuesday that we hope is going to be very detailed and very accurate. So I'll turn it over to Bill and he can talk a little more about what's going on with the project.

Bill Downey: Thank you, Rhonda. Mr. Mayor. Council. I'm Bill Downey. I'm managing principal of Downey and Scott. We are your construction management firm overseeing the general contractor on the project. In a quick summary, the project is behind schedule. There's been a few issues related to quality control where progress was made, but the work progress went sideways as a result of having to redo work that was installed incorrectly. And so as we move forward, Rhonda mentioned interiors are on the critical path at the gypsum wallboard that they are hanging on One side of the interior walls is a moisture resistant gypsum, wallboard. It is not a cellulose-based product. We are very sensitive to moisture in the buildings during construction and we are enforcing it rigorously. There will be no cellulose products installed in that building until it is permanently weather tight. The anticipated date for permanent weather tightness is now November 30th and realistically the completion schedule with the revisions the contractor is still working on we have insisted that the procurement of critical items be reflected in that schedule, and we expect to see that Tuesday. We were hoping to have it in hand prior to tonight. We do not. So overall, we believe that the project completion date contractually of January 28th of 2023. If the stars and the moon and the tides align in a perfect way, it is achievable for that. But we we will monitor it regularly. We are conducting daily meetings with the contractor and their management personnel, trying to work together as a team to chart the right course and make the right decisions. But there are some things that we will not compromise on, and those things are the quality and the longevity of your huge investment here. And so we are strictly enforcing the contract documents. We will continue to do that and we'll celebrate when we get you moved in into a functional facility. Any questions?

Bridge Littleton: Bill, thank you. Any questions for Bill? Peter.

Peter Leonard Morgan: Bill, first of all, thanks a lot. I know it's difficult. But what are you thinking? If the stars don't align and the sun doesn't rise or whatever. Are we talking weeks or months?

Bill Downey: I would prefer we delay that conversation for perhaps a closed session to discuss contractual issues with the contractor. But I would expect we're talking about months. And we will have a much better understanding of that once we're able to evaluate the contractor's updated schedule.

Peter Leonard Morgan: Well, thank you for your candor.

Bridge Littleton: Kevin.

J. Kevin Daly: Well, it's not more of a comment, not a question. My concern is quality control. I don't care if it's pushed back a month, two months, or three months, but that the finished product is primo and is not liable to fail one week after we move in.

Bill Downey: Yes, sir. And we take that mission. That's our top priority on this project and any project. So we take that very seriously. I will just say a word of thanks to Rhonda and Danny. They have immersed themselves into much more detail and much more time than they could have ever envisioned in the beginning of this effort. And I just wanted to thank them on from my staff and myself. It's a challenge daily on occasion. And I just wanted to thank your staff for being so gracious and supportive during this process. And as I said, we will celebrate when we get you into this building and everything is tested.

Bridge Littleton: Yeah, Bud, I'm sorry.

Bud Jacobs: Rhonda's a lot nicer to you than she is to us.

Bridge Littleton: Hey, Bud, it's not just you.

Rhonda North: What did Danny say the other day? If Rhonda ain't happy, nobody's happy.

Bud Jacobs: Some I can't remember. I can't find it. But either in Rhonda's report or your report, there's a brief discussion of the window delivery. And did I read right that it's now the end of October? And if that's. Is that a firm date? Is there such a thing as a firm date?

Bill Downey: I would like to say yes, it is a firm date, but given some of the other moving dates that we are dealing with, we've asked for complete verification on this so that we can back check. We've not been provided that information yet, but I don't expect that the windows will get pushed out much beyond that, given the lead times that the supplier committed to in a team conference call that we were participating in.

Bridge Littleton: The one thing I would want to say is I know I said last time we were getting into the details on this, fortunately, and I think it's a state code, but this is a fixed price contract. So if these guys are late, it's not going to cost. And I know all of us on council know this. I'm just really saying for the public it is not going to cost the town any additional money. So on one level, a lot of projects when they when they run long, it means money. Fortunately for us, it's not going to be money. It's just inconvenience. We do have the liquidated damages clause if they don't. Deliver on time, then we get a fee per every single day they're late, so that helps actually offset whatever indirect costs we might we might have. So but the last comment I'm going to make is I'm going to echo what Bill said about Rhonda and Danny. You know, we all know that. But I really want to also say that Bill and Kevin and their team are phenomenal. I mean, Bill, you guys are not to be compared to anyone. And there's a couple of other towns that are embarking on projects coming up. And I have recommended to every single one of them, if you have to have a construction management firm, you better have Downey and Scott, because they are, you know, again, top tier, you know, five-star absolute professionals. So we really thank you guys for everything you do.

Bill Downey: Thank you, sir. I appreciate it very much.

Danny Davis: And I was similarly going to to say that, but also to answer Council Member Daly's comment about the the proper completion of the building. And that is the value, the extreme value of Downey and Scott, that they can walk through a building. And it's it's been great to see the three gentlemen that are here on site. Most often they each have their own particular areas of expertise. And so one will see something structurally, another will see something general contract wise and others will see something MEP. The mechanical and trades. And so being able for them to say, Hey, this pipe is sticking too close to a stud. So if we were to screw something into it, we're going to burst a water pipe, you know, having a construction management firm to see that, to see that the the foundation is not been cleaned off properly so it can get waterproofed. All these things are protecting the 50, 6000-year investment of the town. And so it's a lot of work and they put a lot of hours into it. But at the end of the day, we will have a building that will last a very long time. And I think the entire community community will be very proud of.

Bill Downey: For the benefit of the public. The building would function with complete service interruption. It will function as a place of public safety and public refuge, and it's designed to withstand and will be constructed to withstand 130 miles sustained wind speed. And the structure is is what they call a Category four, because it is a vital public safety facility. We take the responsibility the way it should be and enforcing the compliance with the specifications will not stop. And I will just say this. We last week we had the town maintenance. I guess his position is maintenance supervisor come through and tour and we assured him that we will be documenting before any closed closing of the of the interior partitions, the exact locations of all the valves, all of the things that need to be maintained and exercised as he takes over maintenance of the facility, hopefully less than a year from now. But we will.

Cindy Pearson: Going to make him really look good when it's only.

Bill Downey: We will provide all of that digital information for them to to understand. And so we plan to have him back in numerous times between now and substantial completion.

Bridge Littleton: Any other questions for Bill.

Cindy Pearson: I kind of have one. So what you were just talking about in those notebooks or however computer program that you give him to those? I have seen them before, and some of them are. You need to be I don't know what to. Yes. To read them. So I hope that there's plenty of training or whatever they need to get that. And thank you so much for being totally aware of the moisture, because I worked in this office and I always, as you can just walk in here and smell and we don't ever want that to happen in the new building. Thank you.

Bill Downey: We will not let that happen.

Bridge Littleton: Thank you. Any questions.

J. Kevin Daly: We appreciate all the time your team is taking to make this a perfect project. Thank you.

Peter Leonard Morgan: Thanks, Bill.

Bridge Littleton: Thanks, Bill Ok. Next item is a consent agenda. Does anybody have anything they would like to have removed? All right. Is there a motion.

Chris Bernard: I move that we adopt the consent agenda as proposed?

J. Kevin Daly: Second.

Bridge Littleton: Any discussion? All those in favor say aye.

All Council: Aye.

Bridge Littleton: Opposed? Abstentions? All right. One thing I want to say real quickly, because the minutes in here for the public info session were there. I just want to thank everybody from the public, the staff, for getting the building set up, all you guys for coming and just, you know, finishing out that process in a really professional way to provide the landowners as much information as possible. So if they want to do something, they know where everybody stands. And I know it was difficult at the beginning, but I think it shows a lot about the community, how everything, you know, cooler heads prevailed, and common sense and decency were evident from 97% of the public. So got a lot of good feedback after that. So. Ok Next item is the MOU with the MBPA.

Danny Davis: Mr. Mayor, I'm going to.

Bridge Littleton: Yeah, Come on up. [off mic]

Bridge Littleton: Oh, God. I'm sorry. I didn't even think about it. Okay, hold on. Ali. Sorry, have a seat.

Danny Davis: Actually, she's here for that, too.

Bridge Littleton: No, I got you. So let's do the first one. Here is the hold on where is it? No, no looking for.

Danny Davis: Grant requests.

Bridge Littleton: Grant request. There's two of them for the post.

Danny Davis: It's under action items.

Bridge Littleton: Yep. Ali. Thank you.

Ali MacIntyre: So American Legion Post 295 is requesting \$5,000 for the removal and proper disposal of the residual fluid and the buried oil tank at the Legion Hall And Post Commander Gary Nicholson [off mic] are here to speak tonight on behalf of the Legion.

Gary Nicholson: Am I allowed to pass this around?

Danny Davis: Sure.

Bridge Littleton: Sure.

Gary Nicholson: So what I have right here, [inaudible] Mayor Littleton and Council Members. My name is Gary Nicholson, Post Commander, American Legion, 295. And what I have in my hand right there is actually the documents from the Department of Environmental Quality, DEQ, granting us the final approval letter from the removal of that oil tank. So we had a 700-gallon tank removed from the post. All the groundwork has been tested and cleared and no effect to the groundwater. What they found was about three or four small holes about the size of a quarter that had been leaking for, I don't know how many years. The Post has been you know, we're celebrating 76 years of service. Prior to that was it was an old Ford Tractor factory. So one thing with these old buildings, you never know how these things are. But one thing that we learned in the service, no matter what service you serve, others, the Marines, Army, Air Force, you always improve your foxhole. And so you always want to improve the place you're at and you always want to leave it better than when you found it. And so even though that we don't have the grant requested yet, we didn't want to waste any time. And so we took the steps to get this thing removed. And we're proud to say that two weeks ago we got the final

submission from it. It's been all cleaned up. You know, we like being good members of the community. As was mentioned earlier, we are hosting the elections on November 8th, I believe last month we opened up the hall to the town for their Business Development Workshop, where Lori Daly gave a brief on how to make your business more accessible to your business, accessible to those with disabilities. And one thing that I was quite surprised to learn was that about 60% of those with disabilities are former veterans. And one thing that we don't have at our post, which surprised me the most, was we don't have a ramp. Well, now that we were hosting this brief for those with disabilities. Not to mention we had a former post commander who was in a electric wheelchair, who the former members would tell me that they would actually have to lift them up and over the ramp to get them in the door every meeting. In addition to the grant that we have for this type of removal, that costs about \$6,500 total to remove. We are also going to apply this money into building a ramp into the post schedule next week in anticipation for not only our own members, but for events that we host for the town as well. We also host a local Boy Scout troop, and since 2001 we've produced 17 Eagle Scout members and two live Scout members this year have already submitted their projects for their Eagle Scout work. We have the Christmas parade coming up who every year we allow the town to use or the parade to use our back lot to stage their vehicles. We have this Saturday; we have an Oktoberfest Event coming up. Not to compete with the town, but just something more for the veterans. We have a German [inaudible] band coming out and you know, maybe if there's some individuals who can't get into the restaurants here for the film festival, they can always come on down and have a good time at the post. So and also, we've slowly been opening the post up to members of the community. On Tuesdays we do a breakfast. Lieutenant Jones is a staple there. [laughter] And so we like to make it available. We like to be known that we're more than just a veteran's club. What I hold right here in this past July, we were selected as the top veteran service organization for the American Legion within the state of Virginia. Number one overall. And what this work was from was from our Veterans Health and Veterans Program. And that program was was started by former Commander John [inaudible]. And one of our members was Tom Grant, who's also the Veteran Service Coordinator for our county. And what this program does is you have tons of federal programs and state assistance programs that helps veterans. But not every veteran feels comfortable going to these programs, either through bad experience or they don't feel like they're getting the proper help. And one of the things that the American Legion does is we reach out to these veterans who don't feel comfortable, go into these other programs, and they come to us with issues. It could rather it could be financially; it could be they need counseling or maybe they just need a friend to talk to. And so this vets helping vets' program just allows them to go through Tom or come to us and get the help where they need it. And Councilman Daly was telling me the other day about we had one veteran who was sleeping in his car. He was homeless. Lieutenant Jones found him in his car, and he took him to Tom Grant. And through our Vets Helping Vets program, we were able to get him in a hotel and kind of get him some counseling and get him on the right path that he needs to go through through alternative means. So we come for help with this oil tank removal because we want to make sure we're doing the right thing for not only the town and the environment. It makes their drinking water safe for everyone. But we also it also helps other programs that we also make us available to the community. So thank you.

Bridge Littleton: Gary thanks a lot.

Gary Nicholson: Okay.

Bridge Littleton: Anybody have any questions for Gary?

Cindy Pearson: So you took the oil tank out. Is your heat now, is it electric or did you have to put another one back in?

Gary Nicholson: So that work was already done. So last year we, applied for another grant and that grant was for we had an old French Drain System and then the grant money we used, we were able to hire out J.R. Snider at cost and they basically redid all our plumbing and made us into code. And in addition that same, we did some demolition work and that's when we took out the old furnace system as well. So the heating, I believe, the electrical heating, this was done before my time, So I don't have the exact answers for you, but I know that we don't need any more additional heating. It's more just removing the old issues that were there.

Bridge Littleton: I think that was the Home Depot. You got the HVAC from the Home Depot program that they have. [multiple speakers]. Yeah, that was like 15 or \$16,000 dollars or something. Yeah. Yeah. So I think they have HVAC. Any other questions for Gary? Mr. Daley.

J. Kevin Daly: No, just comment as I'm sitting here. Gary was right. The American Legion Post 295 is not just a club for veterans. These members serve their country overseas. And as was pointed out, many of them come back. We have one member that is a double amputee. But they give back. Not only did they serve their country, but they're now serving their community. They're using their facilities to host our community programs. And they're using their facilities to host Loudoun County for voting. And I'm going to probably mention it again as a reminder. Many times people come up to veterans to say thank you for your service. Well, the way to thank a veteran for their service is to show up next month on the 8th in November and exercise your right to vote. Be responsible. Give back your thanks by voting on November the 8th.

Bridge Littleton: Unless there's any questions does anybody want to make a motion?

Bud Jacobs: I move that the Town Council approve the recommendation of the Economic Development Advisory Committee to provide a grant to the American Legion Post 295 in the amount of \$5,000 in support of their removal and proper disposal of the residual fluid and the buried oil tank at the Legion Hall.

Peter Leonard Morgan: Second.

Bridge Littleton: Any discussion? All in favor say aye.

All Council: Aye.

Bridge Littleton: Opposed? Abstentions?

J. Kevin Daly: For complete visibility, I'm abstaining. I am a member of Post 295.

Bridge Littleton: Thank you, Kevin. [off mic] [laughter] All right? [off mic] Yeah, exactly. Gary, thank you very much.

Gary Nicholson: All right. Thank you so much.

Bridge Littleton: Yep. Take care. Okay, the next one is we're going to Christmas in Middleburg discussion funding request from Mr. Doug Myers.

Doug Myers: Mayor Littleton and Town Council, thank you for this opportunity to speak. My name is Doug Myers. I am the Co-Organizer along with my wife Michelle of the Christmas in Middleburg event. As you know, Christmas in Middleburg is a 501c3 charity and we respectfully request a \$25,000 grant to subsidize transportation costs for this year's event. As the largest single event in the town of Middleburg, Christmas in Middleburg provides offsite transportation to augment the removal of street parking within the town limits. In the past, the Town of Middleburg has generously supported the parade with this subsidy. And we hope that we can continue to rely on that support. As you consider this effort, please keep in mind the following increases in our transportation pricing. Fuel charges have increased 15 to 20% plus additional travel time from our vendors. They have increased driver pay and passed that along. The increased insurance premiums of 15% or more annually. Also, please consider the loss of all in-town parking as well. The loss of 450 parking spots due to the construction of the new town location or town office location. Just that parking revenue brought in \$22,500 last year. And I'll be happy to share any receipts of that with you as well. So we are grateful for your consideration and support and thank you for all that you've done. And we are excited about this year's parade. It's an endeavor that we don't take lightly, and we are honored that we are allowed to support the town in this way. Thank you for this time.

Bridge Littleton: Thank you. Anybody have questions? I mean, I know we don't have to make a decision tonight but any questions. Yeah Bud.

Bud Jacobs: A couple of days ago, I noticed an exchange Michelle was having with a few folks on Facebook regarding parking, and I think she did a pretty good job of clarifying what's going to happen. But I was left feeling a little uneasy that folks don't grasp what we're doing with respect to limiting parking on our side streets and our back streets. And I haven't looked at all of your collateral. I don't remember what's in there or not, but perhaps you could consider some sort of a statement to remind people that parking in town is going to be, if not impossible, certainly limited to those spaces or those lots where the town where Council has approved parking. And that's my comment.

Doug Myers: We will. Thank you for that. We will be happy to continue that message and speak it louder if needed. It's a fine line, as you know. We've spent the past couple of days patching up a few bruises, as you can imagine. And it's again, we want to tread lightly in the message and not offend or represent the town improperly say the wrong thing. So it's with caution that we move forward because not everyone knows our town. So but we will absolutely take that into consideration and further that message. Thank you.

Bridge Littleton: Bud to your point, is there something that we could give them in writing that they can then say, you know, this is not us saying this, this is what we've gotten from the town in writing. So as an example, you know, from the Town of Middleburg, you know, whether it's the town or the police or whatever, you know, only parking in designated [inaudible]. And if you park, so here you shall be towed or whatever the right messaging is. But that way you guys don't have to nuance the writing. You can say, this is the statement we've gotten from the town. We recommend you take it seriously.

Doug Myers: Thank you, Mr. Mayor. That would be wonderful, because if any of you [multiple speakers]. Right, Exactly. If any of you have read those exchanges, some of the confusion that goes on is who's in charge of what, right? And we don't want to overstep our bounds. And although it is a private event, it is in conjunction with the town. So we would love that support to be able to further that message, to be able to say this is what the town has told us, and we are just passing that along. So by all means, we would welcome that.

Bridge Littleton: Chris.

Chris Bernard: Kind of on that note, I think that the messaging should not just be take it seriously that you can't park here, or you will be towed. But I think the rationale as to why it's for the safety of the pedestrian visitors in town, the safety of the residents, but also the safe passage of motorists trying to get around the detours or roads or the slide. Right. So if you have cars hanging to. So there's a lot of nice reasons why we're doing it. So those should be at the forefront of whatever we write and whatever you guys put out.

Doug Myers: And if I may add, I am more than welcome or I would be more than happy to. I mean, if it's video messaging on Facebook pages and things like that, explaining it, actually having a face to it, we're happy to do that as well. We're not trying to be behind the scenes and, you know, be keyboard warriors, if you will. We we want folks to know that we're here. This is the reason why we do things. There's a purpose to it. And having the town support would be wonderful in that.

Bridge Littleton: That good for you guys?

Danny Davis: Absolutely.

Bridge Littleton: Anybody else have any questions for? Yeah.

Cindy Pearson: On the motor coach, are you just having one? [multiple speakers] [off mic]

Bridge Littleton: Every one of them is different. Different purchase order.

Doug Myers: There are. Yes, There are ten buses in total. There are six that run for Mickie Gordon. Four will come from Lost Barrel. [off mic]

Bridge Littleton: What's the total cost of the busing that you guys have in terms of quote?

Chris Bernard: Was it 23 something was that what it said?

Doug Myers: It was just south or just below \$25,000 dollars to my knowledge.

Bridge Littleton: Okay. Got it. All right. Yeah.

Peter Leonard Morgan: [off mic] So that's where I was confused when you said loss of 450 parking spaces. Of course that was the Salamander Parking from last year?

Doug Myers: Yes.

Peter Leonard Morgan: And you're right. I mean, you have to have a thick skin with some of the Facebook stuff. And I did see some other people responding and sort of answering it as well. I saw Michelle's answer. It was great. But I guess one of my questions is, could you remind me how many we're limiting to both sides of town in terms of selling parking spaces?

Doug Myers: The goal is around 1,000 cars was our goal last year, and I believe we came in right around 1,050, 1,075. So we hit our number. We were very close to what we wanted. And I think the consensus was that it was a good size. Everyone loved the size of the parade. It wasn't too big, and we're going to try and keep it around that again this year. But it's again been a challenge because so many people are used to, I'll just come to town, I'll figure it out.

Peter Leonard Morgan: What exactly, and I mean, a lot of comments were around that and there's not much you can do about it. It's, you know, everyone's got an opinion and that's great, and fine.

Bridge Littleton: Not necessarily. [laughter]

Peter Leonard Morgan: So trying to be diplomatic here. [laughter] Thanks, Doug.

Doug Myers: You're welcome.

Bridge Littleton: So, Doug, let me ask you a question then. So on the two bigger lots, why don't you just accommodate the additional parking that you lose at Salamander there and make up the revenue?

Doug Myers: That will be part of the goal, but we can't. Lost Barrel has only a limited amount of space, so we can't add there. And then we're meeting with the Parks and Rec Department to see what we can open up at Mickie Gordon, if anymore. We have some people telling us we can have whatever we want and then other people saying, no, there are certain parts you can't park on due to soft ground, muddy weather, certain conditions, getting people in and out. And then overflowing, Mickie Gordon can be a bit of a burden on the east end of town with just traffic maneuvers.

Bridge Littleton: Well, but you'd have that here anyway, because these 450 got to go that way.

Doug Myers: That's true.

Bridge Littleton: Yeah.

Peter Leonard Morgan: I did see a comment. I saw Maureen from the [inaudible], had suggested she could accommodate some. Would that be an option or is that.

Doug Myers: It could be. We have reached out in the past and that hasn't been an option before. But if that is on the table.

Peter Leonard Morgan: She's got a wedding there that day.

Doug Myers: And in the past, I think there have been some events there that restricted the possibility of that. So I know Michelle has been in touch and reached out to her. So we'll see what we can do when it comes to that as well. There are a lot of people that want to.

Peter Leonard Morgan: Yeah understood.

Doug Myers: Armchair quarterback. Is that a fair. But when it comes to actual game time, it's difficult. It is.

Cindy Pearson: Sorry. It's Lost Barrel charging \$100 or is that just someone's comment?

Doug Myers: That was someone's comment.

Cindy Pearson: Okay thank you.

Danny Davis: But the parking fee for Lost Barrel for Christmas in Middleburg is \$100, correct? Because it's a VIP parking location.

Doug Myers: It is. Well be. Yes, it will be.

Danny Davis: So Lost Barrel. [multiple speakers]

Bridge Littleton: That comment was accurate.

Danny Davis: Lost Barrel is not charging it, Christmas in Middleburg.

Bridge Littleton: It's 100 bucks. [multiple speakers]

Danny Davis: Yeah. And Mickie Gordon currently is \$50.

Doug Myers: I'm sorry. I misunderstood. Yeah, it comes from us, not from Lost Barrel.

Cindy Pearson: Thank you.

Bridge Littleton: Ok. So my, just the thought I've got. That's a lot of money. And we already and we had lunch about this, right? We are already you know happy to contribute what we contribute. There's a lot of stuff that the Town covers in supporting it with safety and all that kind of stuff. And I'm just going to throw this out and see what Council thinks. It sounds like this is to me that this is not right for a decision yet because, number one, you don't know what other parking you're going to be able to make of Mickie Gordon yet. You might be able to make up 400 spaces. And then this becomes moot. Possibly. Right. And then possibly not. There is one other thing that's still outstanding, I stupidly didn't write it down, but okay, whatever. But you got to circle that back with Parks and Rec. The other thing I was going to say is, I mean, everybody is in a cost constraint environment now. Right? So it would be very helpful if you guys took a look at your budget and looked at, hey, right, my expenses are here, my income is here. This I got to work on. Right. But this I got to work on too. So it'd be good to understand as you guys scrub your budget, are there places you can save that? You know what? We really don't need seven of those. You know, five will do or and you may come back and say, No, all this stuff is committed. It's paid for, we need it, we've got to have it. But I think we have to do that level of rigor that you guys can come in and say, Yep, we looked, we scrubbed. We found 1,000 bucks in savings, which is, you know, every little bit helps and that would be great. And again, I think on the revenue side, because again, if you're able to accommodate or that was it Maureen or if Maureen is able to accommodate, Yeah, I've got 200 spaces right here. You know, I think me I would feel more comfortable knowing what the number should be if we have to help you guys out before we without knowing that, if that makes.

Doug Myers: Be happy to do that.

Bridge Littleton: Yeah. Chis.

Chris Bernard: So I have a question. Maybe correct me if I'm going sideways here. It's not just about the lost revenue. Right. So if you lose those spaces at Salamander, you lose the revenue and maybe we make it up. But don't you also lose that number of people coming? So in my head, we need to find more parking. It's not about the money. It's about well, [multiple speakers] getting the 10,000 people here.

Bridge Littleton: It's about both.

Chris Bernard: It's not just one side so.

Bridge Littleton: That's a good point.

Chris Bernard: I don't know what we can do to help facilitate that, but I think the emphasis needs to be on filling those spots. And then, you know, if we subsidize any part of it, maybe that goes to reducing the ticket cost. I don't know.

Doug Myers: There, if I may. There is a marked group of people that attend this parade every year that expect to park in that block. And they are it is not in their desire to park anywhere else. They don't want to get on a public bus or what's perceived as a public bus. They want to be able to get out of their car, walk to town, walk back to their car and leave. And taking that away, we've already seen the rejection from some people saying, well, I don't want to be a part of it now just because of that. And it's sad.

Bridge Littleton: Yeah. Well.

Chris Bernard: But does that mean we're just going to have 7,000 people this year? I mean, we've got to make it up somewhere.

Doug Myers: Ten was pretty great.

Chris Bernard: Or whatever it was.

Bridge Littleton: 450 cars, let's say it's three people per car. Right? That's 1500 people plus or minus. Let's just say that [multiple speakers]

Chris Bernard: Should have the same number of parking spaces available?

Bridge Littleton: Well, but also, the other thing is, how much before the event did you have to turn off the parking because it was sold out?

Chris Bernard: Yeah, it was.

Bridge Littleton: A week or two weeks.

Chris Bernard: If they're available.

Doug Myers: At least two weeks I believe.

Bridge Littleton: The demand is there.

Doug Myers: Demand is there.

Bridge Littleton: Those 450 spots that these people who don't can't [inaudible] themselves to be on the bus won't come. The demand is there because, I mean, back in the day when it was sort of unrestricted, well, the real demand hit two or three days beforehand when everybody had the outlook of the weather. That's when we got it uncontrolled. Right. Now, it's limited. We whatever the number we want of people, we want, Right. If it's booking up two weeks before, trust me, find 500 spaces you will sell. They will sell. You know they will sell. So I mean, I think Chris and Peter have a really good point, right? We should focus on replacing those parking spots before we you know.

Chris Bernard: You can charge for them.

Bridge Littleton: Yeah. I mean, and maybe that you can't charge the same because what do they charge to park here?

Danny Davis: It was 50. I'm sorry. It was.

Doug Myers: It was 100 to park. [multiple speakers]

Bridge Littleton: I was just like Lost Barrel. So.

Chris Bernard: Just like that. But, yeah, I just I want to make sure that we have the same amount spots we had last year because it was a good number. And so to me, that's the critical thing. It's not trying to make up the.

Doug Myers: And, if I may add, those that have property available that can hold that number of cars, it's a tough decision for them. There's a lot of worry about damage liabilities. It's you know, we've seen accidents happen.

Bridge Littleton: Sure.

Doug Myers: With our law enforcement and things like that. Of course, we don't want that happening so.

Bridge Littleton: I think it is incumbent on us to ask and see what the [multiple speakers] possible is.

Doug Myers: It is. And we have been asking that we'll continue to ask and see where it goes.

Bridge Littleton: I mean, if nothing else, the Parks and Rec says because they got nothing, you know, they don't have any skin in the game. They're already letting us go there. So, yeah, I think that'd be helpful to understand those ins and outs. And we can bring this back up at next council meeting if everybody feels comfortable with that.

Peter Leonard Morgan: Yes.

Bud Jacobs: Doug, what's your drop-dead date on the decision from us?

Doug Myers: Today is October 13th. First week of November.

Cindy Pearson: [off mic] Council Meeting.

Bridge Littleton: Next Council meeting is the 28th?

Bud Jacobs: 27th. [off mic]

Chris Bernard: Do we have any sway with Parks and Rec? Would it be helpful for us? [multiple speakers] Well, I'm saying, would it be helpful for us to maybe get involved if we can squeeze whatever extra spots there?

Doug Myers: We're grateful for that.

Chris Bernard: I think it's important to have as many spots as we had last year.

Doug Myers: I agree. And like I said, we have a meeting, a physical onsite meeting with them on Monday just to look at Mickie Gordon and see what other plots of land are possible. They don't want to just turn us loose.

Bridge Littleton: Sure. Understood.

Chris Bernard: Totally.

Bridge Littleton: Danny let's just.

Doug Myers: That's fair. So once we hear from them and.

Bridge Littleton: Yeah.

Doug Myers: Then we can have a little bit better idea on what's available.

Bridge Littleton: Yeah. Hey, Danny.

Bud Jacobs: Park around the new cell tower.

Bridge Littleton: Hey. All right. They'll get great signal. Hey, Danny let's do this. Let's you and I chat tomorrow. On [inaudible] Might be helpful. And should we even ask Robin, could she be helpful?

Danny Davis: So typically, in this scenario, I mean, I don't want to preempt their meeting with Parks and Rec. So what I would like to do is maybe, Doug, you and I connect after that meeting with them and then we can do some follow up if we need to, either, you know, support from our side, whether it's staff to staff or political to political.

Bud Jacobs: Yeah. And full transparency. The boots on the ground folks that we deal with at Parks and Rec they're, hey, we'll do whatever.

Bridge Littleton: Yeah.

Doug Myers: They're super flexible. The next layer management up. I don't know if it's completely in his decision or if it needs to escalate at all. If it does, then we'd be we would love that.

Bridge Littleton: Just let us know how it goes.

Doug Myers: Okay. Absolutely.

Bridge Littleton: Yeah, that'll be the easiest. Okay. And then we'll bring it back at the next meeting on the 27th. Okay.

Doug Myers: Great. Anything else?

Bridge Littleton: No. Any other questions? Okay. Thanks, Doug.

Doug Myers: Thank you.

Bud Jacobs: Thank you.

Bridge Littleton: Appreciate it.

Doug Myers: Thank you.

Bridge Littleton: All right. Next item here, MOU. No, wait, I'm going to jump to something else. [laughter] Nah, I'm kidding Ali.

Ali MacIntyre: All right. Mayor and Council Members, we have been working on the MOU between the town and the Middleburg Business and Professional Association over the past year. When I came in over a year ago, we've worked to redevelop and enhance the relationship, which, speaking personally, I think has gone very well. You guys have the document in the mail and the draft MOU. And some of the key points to note are that we have already allocated the \$15,000 per year to their annual budget and then we have proposed again, allocate the \$15,000 to their holiday activities. That includes their Dickens activities, carriage rides. Last year we did carriage rides, hot cocoa, and the Christmas trees at the east and west side of town. So they are in the midst of planning those activities, but I know a certain amount has already been allotted to the carriage rides. Just, to mention it, we booked, or they booked so far in advance this earlier this year that there's it is either four or 5 hours, but they're every single weekend in December, starting the day after the parade. So there should be plenty of tickets for the residents and then our visitors to town, which is pretty cool. And then next from the marketing perspective, that relationship their marketing person, Katie Carter, has been wonderful. And the collaboration between the Town and MBPA has, I mean, she and I work very closely together to make sure that we're promoting the events in the town, cross promoting each other. And yeah, and we just work really, really well together. Some of the new pieces here in the MOU, one of the most notable would certainly be the all-inclusive calendar. When I came in a year ago, this conversation is continued with having one central location where all of our events live. So Katie and I are still working to develop the best solution. But the general idea would be Council members Pearson and Bernard have been a part of these conversations. Miller as well, Council Member Philip Miller as well, but that they would be the host location for the calendar. We're just trying to figure out the logistics. Trial and error for member and non. So they would host all of the events there and in turn also publicize our town meetings and our town events and things like that. But all those details haven't been fully worked out. We are still developing those. Additionally, I or Town Representative already sits on the MBPA Board. [off mic] We have included one of their representatives would have a seat on our EDAC Board. Yeah. And then also included in here is the reporting time. So we did have their first report coming in, in February of 2023 where they would review how their funds have been allocated from the previous year, from the money that's already been designated to them and then what their plans are for the upcoming fiscal year, because that is in our budget planning time. So we would be able to approve going forward because these memorandums are only valid for one year and then they would have a mid-year report in September to go over what they've done and any changes. That's it.

Danny Davis: And I'd like to add that Punkin caught me on Tuesday at MBPA, and she's not able to be here tonight due to another obligation. So she didn't want it to look poorly on MBPA that no one from their group

was here. So we're more than happy to push this to the next Council Meeting if Council would like to. But the good work of Ali, along with Council Members, Pearson and Bernard met with the MBPA Board a number of times, and I'm pretty certain there's consensus across the board with the MOU as drafted, and you can always look at tweaks as necessary, but just wanted to represent that from Punkin, who said, you know, she's sorry, she couldn't be here. And, if you'd prefer to wait for her to be here to make a decision, then by all means we can put it on the next agenda.

Bridge Littleton: Any questions for Ali?

Chris Bernard: I have one. I know Punkin is not here. She's good with this?

Bridge Littleton: So my only input was that there are certain things in here which are very clear and there are certain things that aren't. And what I mean by that is and it's fine if the whole goal is to have it be very loose, then that's fine. But I mean, this is extremely loose. So as an example, business support MBPA will host various local events meant to highlight shops and local patrons. Is that one, 50, 9, three? You know what is you know, I mean, you can't define success. Right. So each one of these items in here, you know, it can be about building relationships or about achieving a result. Right. If it's about building a relationship, yeah, they're very hey, we're going to work and collaborate together to make sure we have great marketing. Love that. Right. But things that should. That are activity based. Right. What's the definition of success? So like the first one, have ten Biz Buzzes. Great. I know what success is. Biz Buzzes, ten of them, at least ten a year. That's great. So again, I know you guys were working on this for a long time, and so there's an intent behind it to drive it, certain working together. But I would just, you know, look at it through that prism. And if you guys come back and say, yeah, no, we actually meant it to be. We didn't want to lock ourselves into seven local events a year or three. You know, it's going to change and go up and down. Because the only thing I'm going to add that would be cautionary is 15 years from now when everybody here and everybody there has changed, that historical understanding is gone. And now it becomes confusing for the next potentially confusing for the next cadre of folks going, well, that should be five. And MBPA says, Well, no, no, no, it's only one. Well, you know, And so yeah, that's and again, not saying any of this is wrong, if that's what's the intent is then great. But just look at it with that eye to just make sure they didn't.

Ali MacIntyre: Okay. I can add that in there. I do have a list of their events that they've done. They compiled a lot of information just showing and I think it was great for them as well to see really how much they do for the community. Punkin is humble in that way. She's like, Oh, we do this and that, but she's everywhere as we all know. So I can certainly add that in.

Bridge Littleton: Again, if you guys think it makes sense. Bud.

Bud Jacobs: The corollary to the comment you just made, Mr. Mayor, is the one area where the agreement is pretty specific, has to do with the payments will be making them. And I guess it's okay if the agreement runs for a year. But I'm getting little twinges about committing to specific amounts of money in an MOU of this sort.

And maybe I'm off base, but I don't know. It makes me a little uncomfortable. I would be more comfortable with it more, I don't know, general expression of what the town is going to provide the MBPA. I'm not sure what that language would look like, but I'm not sure I'm comfortable saying we're going to give them 15,000 for general activities and another 15,000 for their Christmas activities, although we may well end up doing that, I'm just not sure it belongs quite so specifically spelled out in the MOU. Am I, anybody else or [off mic]?

Bridge Littleton: So hang on one second. Chris.

Chris Bernard: I can try to answer both of those. The general purpose of this was to make sure that the Town and the MBPA weren't doing a lot of crossover activities. So it's intended to be loose in the sense that it's kind of who's responsible for what areas. And I think the detail parts like the ten Biz Buzzes, we try to incorporate those data points or details where we had that right. As far as social media goes, I think those are things that we're going to learn and then maybe we can be more specific as we go. Second thing is, to your point, Bud, it is just a year and the idea is that and this will be a first is that next year they're going to come to us with their planned budget and their financials and all that stuff, and we'll be able to look at it and they're going to say, hey, you know, you gave us 30 last year, 15 for the general activities and 15 for the Christmas holiday stuff, and we can look at that, see how they spent it, how they plan to spend it that year and make a completely different decision if we choose to. So hopefully that clarifies some of that.

Danny Davis: And.

Bridge Littleton: Oh, hold on Cindy had a question.

Cindy Pearson: I was just going to comment too that it was left kind of open to be able to figure out, like you said, the different ways things are going because they haven't had this before.

Chris Bernard: But we wanted to get it on paper.

Cindy Pearson: Yes, this is like the first [multiple speakers].

Chris Bernard: Look, yes, please, you don't work on this while we're working on it.

Cindy Pearson: Right?

Chris Bernard: And you work on the [off mic].

Bridge Littleton: So what I would say then is what you put in here, this is only for one year.

Cindy Pearson: Right.

Bridge Littleton: And the intent is to come out of this year with a much more granular, detailed understanding of how we will develop a potential MOU the following year, which will bring more clarity and definition to the questions of blah, blah, blah, blah, blah, blah, blah, blah.

Cindy Pearson: Right. In the following years. Yes.

Chris Bernard: Yeah, I think we should look at every [off mic].

Bridge Littleton: But that should be a goal. Is that what to Bud's point, what are we getting for some of this money? Well, also MBPA and the Town working together and developing clarity on what these things look like on an ongoing basis. And if that's not a requirement, it won't people won't think about it.

Cindy Pearson: It's kind of like the MOU that we have with [multiple speakers] Loudoun. Well, you know, it started out and look where it is now.

Bridge Littleton: Yeah.

Cindy Pearson: So I hope this doesn't get quite that detailed. But it might need to in a few years.

Chris Bernard: [laughter] It'll never get [off mic] detail.

Cindy Pearson: It's you never know. We might get one.

Danny Davis: Well just very quickly, that was the exact point I was going to make. This was modeled after our MOA with Visit Loudoun. So in terms of incorporating the dollars into the actual MOA, it gives some certainty to the organization that the Town has committed this much. And I do think developing out whether each year it's an appendix A to the MOA that simply says Ok. For the upcoming fiscal year, MBPA anticipates the \$15,000 will go towards these particular activities and then that gives them something to report upon. I think it will take us some time to develop and work with them on getting some of that in a more detailed or data driven manner. But I do think that this is setting a really great foundation and step by step, little by little, it will rise to help us get to what you're trying to get us to.

Bridge Littleton: And then so I would just say, then let's document the preamble.

Danny Davis: Sure.

Bridge Littleton: That's what the intent here is. Right, is to learn and improve over time.

Peter Leonard Morgan: Yeah. Might come up.

J. Kevin Daly: Simply going to say from all the comments I'm hearing, this is a living evolving document and every year it will be built upon.

Bridge Littleton: Peter.

Chris Bernard: Before Peter [off mic] [laughter].

Peter Leonard Morgan: No, it's fine. I'm just going to say I think we need to just reword it. It says each fiscal year, so it needs to be reviewed. Otherwise right now it says every year we're going to do that.

Bridge Littleton: Okay. You guys good with that? Know what you need to do? All right. You'll see it again. Cha-ching. [laughter] That's what Martin needs. He needs like those holographic glasses that the people who play poker wear. So he could sit there like this and just be asleep. [off mic]. Exactly. All right. Where do we are? Okay, let's see. MBPA Legion. Jane's already spoken. Doug has already spoken. Next one is. Oh, Special Use Permits.

Will Moore: Thank you, Mr. Mayor, Members of council, so many of you are aware that our Planning Commission has been working on some potential amendments to our regulations regarding what I'll refer to as short term rental. Currently, it's Title Limited Residential Lodging and Zoning Ordinance. You should likely see a product for an amendment regarding that coming forward from the Commission's subsequent to their meeting next month. But in the meantime, as we've been going through that process, we have now received, and the Commission has taken action on recommending the very first Special Use Permit that's been filed under the regulations that were adopted six years ago. So in this particular case, the subject property, it's on North Jay Street, the first block of North Jay Street, just opposite on the opposite side of Jay from the Middleburg Exxon station. We have all the specifics of the application contained here within Mr. Pappas, the owner. It came to light that he was using this in violation of the ordinance. We reached out to him. He immediately met with staff to get on the right track. He's also met with our Finance Director, Tina, and we've confirmed that he is up to date on all the necessary tax payments for the use that had been going on. I would simply briefly say that the Commission spent some time reviewing this. Held a public hearing on the matter. Only Mr. Pappas himself spoke at the hearing, although we did receive a couple of inquiries and lead up to that hearing. Many of those were driven by the fact that there was a sign posted at the property didn't really receive any negative feedback regarding this particular location. Again, within my staff report, I kind of enumerate within section 61 of the ordinance or all of what I refer to as kind of performance standards. So these are specific special use requirements that must be met for this particular use. So I enumerate those letters A through O and then kind of summarize how he has addressed each one of those is in separate application package that is attached here. Again, the Commission held a hearing on this and subsequent to that hearing they unanimously forwarded this with a recommendation for approval, with a condition that the permit would expire on transfer of property to a different owner. So that was the one recommended condition that they attached to it. Happy to go into any of the specifics. If you have any questions on any of the elements that are addressed in here or any questions otherwise. I got a quick question.

Bridge Littleton: Yes, sir. Bud.

Bud Jacobs: Has Martin blessed the special condition?

Will Moore: Martin has not been asked to bless the special condition to this point.

Bud Jacobs: Do we need to do that?

Will Moore: I think I could have a discussion with Martin in between now and the hearing, which would be in two weeks, just to ensure that that was okay with him.

Bridge Littleton: Any other questions for Will? Cindy.

Cindy Pearson: Just to clarify my brain on E the maximum number of guests allows two plus two per guest bedroom. But the applicant, he only allows two. Is that what I'm seeing?

Will Moore: That is correct.

Cindy Pearson: He does not go.

Will Moore: That's correct.

Bridge Littleton: But that can change tomorrow.

Cindy Pearson: I was to say how many?

Will Moore: Yeah. If it's not if it's not listed as a condition in the permit, it could change. But he would be counted for a guest because he only has one guest bedroom. So that would be the maximum that would be available for him.

Cindy Pearson: Thank you.

Bridge Littleton: Peter.

Peter Leonard Morgan: I don't want to get into the details too much, but does the owner live here or nearby?

Will Moore: Okay, so the owner lives in Fairfax. I believe he's 25 and a fraction miles away. So there is a condition. One of the standards is that there either has to be a manager on site or within 20 miles. So while he

is the primary contact, he has a family member, his daughter, who assist him with managing the property, who lives on Sam Fred Road less than four miles away. So we interpret that as meeting that requirement.

Peter Leonard Morgan: Thank you.

Will Moore: Yes sir.

Bridge Littleton: Any other questions? All right. The only input I would have is I think the condition is vital.

Will Moore: Okay.

Bridge Littleton: So to me, and I'm not speaking for everybody else if that condition. So make sure Martin if you feel necessary. You know, but I mean, I don't even actually vote on it. But if I were voting, that would be a yes, no for me. So if it didn't, then I would be a no. If that special condition wasn't allowed, I would be a no.

Will Moore: Understood.

Bridge Littleton: Okay. And I just you know, that spot right there with that road is narrow. The sidewalks are really not to code street parking is bad. So anyway. Okay any other questions? And so the plan is to have a public hearing next council meeting about it?

Will Moore: Correct. On the 27th.

Bridge Littleton: And then vote on it one way or the other, [multiple speakers] or if we could if we wanted to or if there's more questions?

Will Moore: Correct.

Bridge Littleton: Okay. Any other things for Will on that one? Okay. Will, thanks a lot. Okay. Let's see next here, November, December meetings, Rhonda.

Rhonda North: Yes, Mr. Mayor. As a reminder, you all have traditionally canceled the second meetings in November, in December, due to the holidays, with the understanding that we could hold a meeting the third Thursday of either month if needed, to address any items that come up. Just wanted to check and see if you're interested in doing that so we can get the calendars out.

Bridge Littleton: Traditions are overrated. [laughter]

J. Kevin Daly: We should not be bound.

Bridge Littleton: By bound yes. You know a question I have for you and for Danny. Do you guys foresee needing us to meet just with everything going on and the building and anything else?

Danny Davis: My response to that would be if something comes up that needs action by Council, we would request to convene a Special Meeting and, you know, do that with as much advance notice as possible. The fourth Thursday clearly is of November is Thanksgiving. So and otherwise at this point, not expecting anything else. I mean, we have some additional items that we are working on behind the scenes for the new Town Hall, specifically related to some policies, to some contracts. Some of those will be ready probably later in the fall, early December. But I think we can work around those. I do believe last year we held a couple of special meetings in December specific to the town hall contract discussions. So, you know, there maybe it's hard to say until we get to that point.

Bridge Littleton: No, I was just thinking there's so much on the calendar coming up that certain things can't wait till the first of the year. That's all I was.

Danny Davis: Yeah. At this point, not that we're aware of.

Chris Bernard: [off mic] We just planned to meet the first and the 3rd of December. The first week and the third week, if we wanted to get two meetings in.

Bridge Littleton: No, again I just it sounds like we don't need them, but we're on call if need be. So okay. [off mic] Anybody have any concerns about that?

Bud Jacobs: No.

Bridge Littleton: We don't need to do anything except tell you guys. Right? Okay. Good.

Rhonda North: Next item is.

Bridge Littleton: And the lunch.

Rhonda North: Luncheon, traditionally, you all hosted a luncheon for the town employees. Sometimes it's the second Friday, sometimes the third Friday. We just want to see if you're interested in doing that. And if so, you'll have to pick a volunteer for who's going to lead.

Danny Davis: And as a reminder, it was also the last couple of years done. [off mic] I think it was done in the spring. [off mic]

Bud Jacobs: Lunch with these employees. [laughter]

Bridge Littleton: Eww. [off mic]

J. Kevin Daly: Can't we just give them a meal card or something. [off mic]

Rhonda North: That. Yes. Last year you did hosted it at the [multiple speakers].

Danny Davis: In the springtime. No, we went to the spring just to try to be outside and due to COVID and things like that. So one year we did an outside of the community center. One time we did. [multiple speakers]

Rhonda North: I thought the last time Chris organized it last year at the Emmanuel Episcopal Church. [multiple speakers] And that was very, yeah that was very nice.

Bridge Littleton: All right. Okay. So it's either the ninth or the 16th?

Cindy Pearson: Yes. I'd say the 9th.

Chris Bernard: When's the Christmas parade? [multiple speakers]

Rhonda North: The Christmas Parade would be the third. [multiple speakers]

Bridge Littleton: Ninth? Ok. And Bud's leading it?

Bud Jacobs: No, no Darlene and Phil. [multiple speakers]

J. Kevin Daly: Second.

Cindy Pearson: All right all in favor.

Bridge Littleton: Aye. Actually, you know who's never done it? Is Martin. [multiple speakers] Never mind. I retract.

Chris Bernard: Come on.

Bridge Littleton: Okay, everybody good with that. The ninth. Okay, great.

Rhonda North: And then the last item are the annual gift certificates to the staff and the boards and commissions.

J. Kevin Daly: We're giving you lunch and gifts.

Rhonda North: Well, that's up to you. So the past couple of years, it's been \$100 for the staff and our town employees and \$50 for Board Commission Members. Just want to see if you want to continue that. If so, we'll start that process.

Bud Jacobs: Yes.

Bridge Littleton: Are you floating? Are you floating. [off mic]

Chris Bernard: Yeah. But a gift card for like \$107.50 is.

Cindy Pearson: There you go. [multiple speakers]

Bridge Littleton: All right. So yeah, I think everybody's good with it. Doing it again.

Rhonda North: Sounds like it.

Bridge Littleton: Great. All right. [multiple speakers] Last thing here, State of the Union or State of the Town. That's November 3rd. Yeah, This is Bridge. Yeah. No, Ok. So anybody have any other items, information items they would like to share? Uh huh.

Peter Leonard Morgan: Just a reminder that we have the full town Clean Up on Saturday, the 29th of October, between 8 a.m. and 10 a.m., and we'll meet at the community center at the front steps.

Chris Bernard: Safety briefing.

Peter Leonard Morgan: Indeed. [off mic]

Bridge Littleton: Go Green.

Chris Bernard: Formerly known as Go Green.

Peter Leonard Morgan: Going to rename it Go Green. [multiple speakers]

Bridge Littleton: All right. Any other information items.

Cindy Pearson: [off mic] We need to know about the cars and the. [off mic]

Danny Davis: It's going to be it's going to be a great time. It's going to be a great time.

Bridge Littleton: And we'll leave it at that.

Danny Davis: Yeah. The main activity is, and we really encourage the entire community to come out Thursday morning is the sendoff. The time has slipped a little bit. It's more closer to 9:30 in the morning Last year. Last time we did was 8:30. So a little bit more mid-morning. That's on Thursday coming up. And then Friday evening is going to be a lot of fun. There's going to be head-to-head racing down Madison Street now. Now, when we say racing, this is not speed, this is precision timing from getting from the pink box to old ox. [off mic]

Cindy Pearson: And what time [off mic]

Danny Davis: So that will start around 4:30, 5:00. And so the head-to-head race is like a knockout kind of bracket race. And then they'll all park along Madison Street, mostly south Madison, maybe a few up on North Madison for kind of a street festival, a block party like we did last time, where people can meander around the vehicles, the drivers, and we'll have a VIP area for them down at Old Ox, and then we'll have some food trucks up on the street for the public as well. But a good time just to be able to see the vehicles and it'll be cool to see them in action, too. I think it'll be fun to watch them because it comes down to thousandths of seconds as they're trying to hit the air hoses most precisely. So a lot of fun coming together for that. We just got our entire items that are gifts for the drivers and navigators. We have a lot of volunteers helping out, so it's going to be a great time.

Cindy Pearson: Is there anything on Saturday?

Danny Davis: Saturday, really, they leave at like 7:30 in the morning. They go to Creighton and do a pretty big item at Creighton. Tickets are available to the general public for that event. They finish up at the embassy. I'm sorry. Yes, at the Embassy in D.C. I don't have any details about that at this point. We'll share that with Council if there are opportunities. They do come back to Salamander that evening, kind of for an exhaustive but also for a congrats party. Council will be invited to that because that's where we get to thank the volunteers. We get to thank our sponsors, the police, and then really just celebrate with the drivers and navigators for their completion of the event.

Bridge Littleton: So for every one of those events where we're likely going to be invited or we should be participating, can you guys send out meeting notices?

Danny Davis: We will. We will.

Bridge Littleton: Appreciate it, times and locations that'd be perfect. [off mic]. That's a lot. Okay any other information items? Nope. Okay. We're now going to go into Closed Session. The public is excused.

Peter Leonard Morgan: I move that Council go into Closed Session as authorized under section 2.2-3711 of the Code of Virginia for the discussion or consideration of an appointment to the Middleburg Sustainability

Committee as allowed under subsection A1. I further move that the Council thereafter reconvene in open session for action as appropriate.

J. Kevin Daly: Second. All at once.

Bridge Littleton: Any discussion? All's in favor say aye.

All Council: Aye.

Bridge Littleton: Opposed abstentions? Okay, I asked that Council certified to the best of each member's knowledge one only public business matters lawfully exempted from open meeting requirements under Virginia Freedom of Information Act and two only such public business matters as were identified in the motion by which the closed meeting were convened were heard, discussed, or considered in the closed meeting. I would like to remind those present for the closed session that any discussion that occurred within it should be treated as confidential.

Chris Bernard: Yes.

Bud Jacobs: Yes.

Bridge Littleton: Yes.

Peter Leonard Morgan: Yes.

Cindy Pearson: Yes.

J. Kevin Daly: Yes.

Bridge Littleton: All right. Peter, do you have a motion?

Peter Leonard Morgan: I move that Council appoint Rutger Schneider to the Middleburg Sustainability Committee to fill a vacancy said term to expire May 12, 2024.

J. Kevin Daly: Second.

Bridge Littleton: Any discussion? All's in favor say aye.

All Council: Aye.

Bridge Littleton: Opposed, abstentions? Ok. Martin, Rhonda, my question was Bill Downey mentioned it might be good to have a Closed Session at some point just to go over some of the things he wanted to talk about the contractual language. I am assuming that is something we can go into closed session under?

Martin Crim: Yes, we could go into closed session to discuss specific legal matters requiring advice of counsel.

Bridge Littleton: Okay All right. So, Danny, I mean, I don't think Bill would have mentioned that unless he had something specific. So if you want to just double check with him.

Chris Bernard: Want to answer.

Bridge Littleton: Oh, I know. I know. That's exactly right. So, yeah, yeah. [off mic]

Rhonda North: I think once we see the schedule and evaluate, we'll know whether we need to do that or not.

Bridge Littleton: Yeah yeah. But I just wanted to make sure it's something we could do because, you know, Bill's not an expert on that stuff, so. Great. Anything else? All right, Meeting adjourned.

Chris Bernard: I venture to say Bill is [off mic].