

BERRYVILLE TOWN COUNCIL COMMUNITY DEVELOPMENT COMMITTEE
Berryville-Clarke County Government Center
MINUTES
October 5, 2020

A called meeting of the Berryville Town Council Community Development Committee was held on Monday, October 5, 2020 at 6:00 p.m. in the Berryville-Clarke County Government Center, located at 101 Chalmers Court in Berryville, Virginia.

Attendance:

Members of the committee: Chair Kara Rodriguez, Diane Harrison

Staff participating: Christy Dunkle, Community Development Director

Other Town Council member present: Mayor Jay Arnold

Press: Mickey Powell, Winchester Star

1. Call to Order

Ms. Harrison called the meeting to order at 6:00 p.m.

2. Introductions

Ms. Harrison said this was a public input session for business owners to discuss holiday promotions and asked that those in attendance (approximately 18 people) identify themselves and their respective businesses.

3. Dine and Shop promotion

Ms. Harrison discussed the shop-and-dine rack cards that were previously produced. Jenni Ligday, Berryville Main Street board member, agreed to discuss the card with a designer and business owners would contribute to get the item printed.

4. Parking Meter Decorating Contest participation

Ms. Harrison recognized Ms. Dunkle, who urged businesses to participate with new designs in order to bring people downtown.

5. Discussion: Ideas for Small Business Saturday

Ms. Harrison asked for a discussion on promotion ideas for Small Business Saturday which will be held on Saturday, November 28, 2020. Items discussed included the Clarke County Farmers' Market, Christmas tree sales, seasonal scavenger hunt, index card raffle where customers would receive a sticker at each shop, and Hogan's Alley pop-up shop or craft event for children with up to six participants. Sarah Ames said the Barns would be happy to assist with any activities, noting the requirement of limited numbers of participants.

6. Discussion: ideas for month of December

Ideas discussed included the items referenced above plus activities each Saturday of the month including downtown musicians, family activities in Rose Hill Park (e.g., making reindeer food and writing letters to Santa, participation with the library), publication of an ornament in the Clarke Monthly on which the public would cut out, write a word about the community, and post in service and restaurant storefronts.

Other activities discussed by the group include showing outdoor movies, piano play in Hogan's Alley, fabrication of a backdrop for photo opportunities (e.g., outdoor mantel, fireplace), the creation of a hashtag to use for downtown promotions (#aberrymerrychristmas was suggested) which would enable photo albums to be created, and photo opportunities in the park or Hogan's Alley. Mayor Arnold discussed Berryville Main Street activities including Berryville Bucks. He said business owner participation is critical in the success of the organization. Elizabeth Mock suggested a downtown business Facebook group in order to keep in touch with one another.

7. Discussion: pop-up shops downtown

This item was discussed previously.

8. Community interaction

Ms. Harrison suggested waiting until Berryville Main Street's board meeting on Monday to determine whether the organization would be able to assist with implementing ideas discussed at the meeting.

9. Tourist interaction

This item was not directly discussed.

10. Funding

It was determined that business owners would each participate in funding the shop-and-dine rack card.

11. Next steps

There was a discussion about the status of Berryville Main Street and Virginia Main Street requirements. Ms. Harrison and Ms. Rodriguez set a public input session to follow up with this meeting for Monday, October 19, 2020 at 6:00 p.m.

12. Adjourn

The meeting was adjourned at 7:35 p.m.

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Regular Meeting
October 13, 2020
7:30 p.m.

Town Council: Present—Harry Lee Arnold, Jr., Mayor; Erecka L. Gibson, Recorder; Donna McDonald, Diane Harrison; Grant Mazzarino; Kara Rodriguez

Staff: Present--Keith Dalton, Town Manager; Greg Jacobs, Assistant Town Manager/Treasurer; Christy Dunkle, Community Development Director; Paul Culp, Town Clerk; Chief Neal White, Berryville Police Department

Press: Mickey Powell, *The Winchester Star*

1. Call to Order

Mayor Arnold called the meeting to order at 7:30 p.m.

2. Pledge of Allegiance

3. Approval of Agenda

Mayor Arnold noted the non-standard seating arrangement of Council members because of social-distancing protocols during the coronavirus pandemic.

Ms. Harrison moved to approve the agenda. The motion passed by unanimous voice vote.

4. Presentations/Awards/Recognitions

Mayor Arnold noted the attached proclamation of October 4 recognizing the 109th birthday of Viola Brown.

5. Public Hearings

None.

6. Discussion of Public Hearing Items

None.

7. Citizens' Forum

No members of the public expressed a desire to address the meeting.

8. Consent Agenda

The consent agenda comprised the minutes of the September 8 regular meeting of the Town Council; the September 22 meetings of the Personnel, Streets and Utilities, and Budget and Finance Committees; the minutes of the September 28 meeting of the Community Development Committee; and the minutes of the September 29 meeting of the Public Safety Committee.

Recorder Gibson moved to adopt the consent agenda as presented. The motion passed by unanimous voice vote.

9. Unfinished Business

Mayor Arnold said the Council had discussed trick-or-treating protocols during its previous meeting but had awaited guidance from the Health Department and Centers for Disease Control before arranging a discussion that would lead to a decision about how to handle trick-or-treating during the pandemic. He directed Council's attention to the recommendations included in the agenda packet. The mayor said he thought the Council should follow its established practice of officially setting a day and time, in order to establish parameters for uniformity of practice and enable the police department to organize optimally, while encouraging parents to decide the matter for themselves with reference to the recommendations of health agencies. He invited further discussion.

Ms. Rodriguez said she concurred with Mayor Arnold and that Berryville residents expect the Town to provide some regulation of trick-or-treating.

Mr. Mazzarino said an outright prohibition would likely be unenforceable and would create difficulties for the police as well as raising questions about civil liberties. He recommended setting a date and time and allowing families to make their own decisions on the basis of the guidance available from health agencies.

Ms. McDonald said the decision should be up to each family. She asked whether designation of a particular time was necessary, and expressed concern that an influx of out-of-town visitors for trick-or-treating could compromise Clarke County's relatively light experience of the pandemic.

Ms. Harrison said she agreed with Ms. McDonald.

Ms. Rodriguez made the attached motion setting the hours for trick-or-treating at 6:00 p.m. to 8:30 p.m. on October 31 and describing additional protocols and precautions. The result of a voice vote being unclear, Mayor Arnold called for a show of hands. The vote was as follows:

McDonald: Nay
Harrison: Nay
Mazzarino: Aye
Rodriguez: Aye
Gibson: Nay
Arnold: Aye

The results being deadlocked, the motion failed. No date or time for trick-or-treating was established.

Ms. Rodriguez asked that Mr. Dalton or Chief White clarify what the non-establishment of a regulatory measure would mean in practical terms. Mr. Dalton said anyone would be able to trick-or-treat at any time and that police staffing would be problematic. Chief White concurred, noting that the standard 11:00 p.m. curfew for juveniles would still apply. Mr. Dalton said he shared Mr. Mazzarino's concerns regarding the Town's authority to impose a prohibition.

Ms. McDonald said prohibition was not under discussion, and suggested that an extra police officer be on duty for the occasion. Chief White said this was a possibility. Ms. Rodriguez asked whether the non-establishment of particular hours would affect police staffing on the evening of the 31st. Mr. Dalton said this had not yet been discussed. Mr. Dalton said staffing would be determined by the decision the Council had just made. Mayor Arnold noted the inadvisability of the police department's strength at a particular time being widely known.

Ms. Harrison said Berryville tends to attract large numbers of out-of-town trick-or-treaters and that setting hours could attract an undesirable influx during the pandemic, creating a public-health risk.

10. New Business

None.

11. Council Member Reports

Mayor

Mayor Arnold said that on September 26 he had attended the ribbon-cutting and grand opening at Sweet Elephant on Main Street and that new businesses are beneficial to the Town.

Recorder

Recorder Gibson had nothing to add.

Ward 1

Ms. McDonald had nothing to add.

Ward 2

Ms. Harrison had nothing to add.

Ward 3

Mr. Mazzarino had nothing to add.

Ward 4

Ms. Rodriguez commended the County elections staff and urged timely voting.

12. Staff Reports

Public Works

Nothing was added to the written report provided in the agenda packet.

Public Utilities

Nothing was added to the written report provided in the agenda packet.

Police

Chief White commended two officers who had been selected for Valor Awards sponsored by the Top of Virginia Regional Chamber of Commerce. He said Officer Joe Shoremount would receive the Lifesaving Award for saving the life of a patient experiencing a medical emergency and that Officer Preston Funk would receive the Meritorious Action Award for his quick thinking and heroic actions on the scene of a vehicle accident involving a tractor-trailer driver experiencing a catastrophic medical emergency in the vicinity of a heavily populated area.

Chief White said these are examples of the everyday performance of Berryville officers and that he is proud of his personnel.

Community Development

Ms. Dunkle said the Planning Commission would meet on October 27 at 7:00 p.m. and the Berryville Area Development Authority on October 28. She then provided an update on construction in Robert Regan Village, Hermitage Phase V, and the Shenandoah Crossing and Fellowship Square subdivisions.

Mr. Dalton said paving in Fellowship Square would be complete within two weeks and that staff was considering timing for opening Fairfax Street.

Ms. McDonald asked whether sidewalks would be constructed on currently existing East Fairfax and whether the large tree would be removed. Mr. Dalton said no such off-site improvements would be completed by the subdivision's developer. He said the Town was exploring the possibility of applying for grants to complete sidewalks on East and West Fairfax Street. He said the tree in question would have to come down and noted that this task would be expensive. Ms. McDonald said the Battletown HOA would participate in the tree-removal project.

Ms. McDonald asked about planned development in the area behind the new lots on Fairfax Street and the lots on Osborne Street. Ms. Dunkle said the area was recreational/open space and would not have any houses on it. Ms. McDonald asked whether the trees in that area would be removed. Ms. Dunkle said not necessarily.

Ms. McDonald noted concerns about the condition of trees in the area, some of which she said are leaning over her property. Mr. Dalton said the Town has discussed these trees with the property owner but can go no farther in the matter, lacking the authority to compel compliance.

Ms. Dunkle briefly updated Council on the progress of work performed by the consultancy engaged by the Town for branding and marketing services. She said staff would like to be able to proceed with the use of the new logo and the final draft of the manual that had been provided to Council in September.

Ms. Harrison said the logo would be beneficial for community unity.

Ms. Harrison moved that the Council of the Town of Berryville accept the logo as designed and direct staff to work with the consultant to complete the project and obtain the deliverables. The motion passed by unanimous voice vote.

Ms. Dunkle said the final phase of Hermitage had been approved by state and local agencies and that the next step would be for Council to approve bonds in the amount of \$6,359,560 for public improvements and \$211,768.38 for erosion and sediment controls.

Recorder Gibson moved that the Council of the Town of Berryville approve the public improvement and erosion and sediment control bonds for the following amounts:

Public improvements: \$6,359,560.00

Erosion and sediment control: \$211,768.38

The motion passed by unanimous voice vote.

Administration and Finance

Mr. Jacobs said he expected an increase in use of the Town's online payment system. Ms. Rodriguez asked whether the Town was experiencing a dramatic decline in revenues. Mr. Jacobs said it was not but that more information would be available with the tax data in December.

Town Manager

Mr. Dalton had nothing further to report.

13. Committee Updates

Budget and Finance

A discussion established that the committee would meet at 9:00 a.m. on November 17.

Community Development

Ms. Rodriguez said the committee had met with local merchants on October 5 to discuss holiday promotions and that it would meet again for the same purpose on October 19 at 6:00. A discussion established that the committee would also meet at 1:00 p.m. on November 16.

Mr. Dalton briefly updated Council on potential blight abatement measures recently discussed in committee. He said staff had been directed to set priorities and authorized to get an engineer's opinion, cautioning that excessive expenditures on engineering could result in an insufficiency of funds remaining available for the abatement itself.

Personnel

Mayor Arnold said the committee in its September meeting had interviewed Jon Burge for a vacancy on the Architectural Review Board.

Recorder Gibson moved that the Council of the Town of Berryville appoint Jon Burge to the Berryville Architectural Review Board for a term beginning October 13 and ending on September 30, 2024. The motion passed by unanimous voice vote.

A discussion established that the committee would meet at 9:00 a.m. on October 27 to interview applicants for a vacancy on the Planning Commission.

Public Safety

Ms. McDonald said the Town needs an additional police officer, preferably in a supervisory role. She asked Chief White to describe the duties of such an officer and the benefits of being able to have a supervisor on each shift. Ms. McDonald asked that Council note this as an item for the next budget.

A discussion established that the committee would meet at 2:00 p.m. on November 17.

Streets and Utilities

A discussion established that the committee would meet at 1:30 p.m. on October 27 and at 2:00 p.m. on November 16.

14. Closed Session

None.

15. Other

A discussion established that the Council would convene in a work session at 3:00 p.m. on November 9 to discuss the proposed Southeast Collector road.

Ms. McDonald said Mr. Dalton had updated the Public Safety Committee on the status of the Town's refuse disposal contract and that she appreciated his efforts.

15. Adjourn

No other business coming before Council, Mayor Arnold invited a motion to adjourn.

Recorder Gibson moved to adjourn, with the motion passing by consensus at 8:28 p.m.

Erecka L. Gibson, Recorder

Paul Culp, Town Clerk

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Berryville-Clarke County
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**A PROCLAMATION OF THE MAYOR OF THE TOWN OF BERRYVILLE, VIRGINIA
HONORING THE 109TH BIRTHDAY OF VIOLA BROWN**

WHEREAS, Mrs. Viola Brown is celebrating her 109th birthday today; and

WHEREAS, the Berryville Town Council honored Mrs. Brown by declaring Viola Brown Centennial Celebration Day in the Town of Berryville on her 100th birthday in 2011; and

WHEREAS, Mrs. Brown is a long-time active participant in the social and civic life of the community; and

WHEREAS, Mrs. Brown was Treasurer of Zion Baptist Church for 37 years and served in many capacities for the church; and

WHEREAS, Mrs. Brown is known for her delicious Christmas cookies and lemon meringue pie and excels at all types of cooking, which resulted in the publication of a collection of her recipes titled *Viola's Favorite Recipes* in 1988; and

WHEREAS, when asked if she had a secret for a long and happy life, Mrs. Brown's answer was "Put your trust in God and help others."

NOW LET IT BE KNOWN that October 4, 2020 is hereby proclaimed Viola Brown Day in the Town of Berryville, Virginia.

By order of the Mayor on this fourth day of October, 2020.

Harry Lee Arnold, Jr., Mayor

**Harry Lee Arnold, Jr.
Mayor**

**Brecka L. Gibson
Recorder**

Council Members

**Donna Marie McDonald
Ward 1**

**Diane Harrison
Ward 2**

**Grant Mazzarino
Ward 3**

**Kara C. Rodriguez
Ward 4**

**Kelth R. Dalton
Town Manager**

MOTION TO SET HOURS FOR TRICK-OR-TREATING

I move that the Council of the Town of Berryville, in accordance with §13-38 of the Berryville Code, designate October 31, 2020 between the hours of 6:00 pm and 8:30 p.m. as the period in which trick-or-treating may occur within the Berryville town limits. Residents who wish to participate in giving treats should turn on their porch lights during designated hours. Trick-or-treaters should only visit homes at which a porch light is activated.

The Council acknowledges guidance provided by the Centers for Disease Control and the Virginia Department of Health that includes a determination that "traditional trick-or-treating" constitutes a "higher-risk" activity during the COVID-19 pandemic and leaves the decision as to whether to participate in trick-or-treating this year to each family. Those choosing to participate in trick-or-treating this year are encouraged to follow precautions including social distancing, wearing proper face coverings, and washing hands frequently.

BERRYVILLE TOWN COUNCIL COMMUNITY DEVELOPMENT COMMITTEE
Berryville-Clarke County Government Center
MINUTES
October 19, 2020

A called meeting of the Berryville Town Council Community Development Committee was held on Monday, October 19, 2020 at 6:00 p.m. in the Berryville-Clarke County Government Center, located at 101 Chalmers Court in Berryville, Virginia.

Attendance:

Members of the committee: Chair Kara Rodriguez, Diane Harrison

Staff participating: Christy Dunkle, Community Development Director

Other Town Council member present: Mayor Jay Arnold

Press: Mickey Powell, Winchester Star

1. Call to Order

Chair Rodriguez called the meeting to order at 6:00 p.m.

2. Introductions

Ms. Harrison asked those who were not at the previous meeting to introduce themselves.

3. Shop-and-Dine promotion

Ms. Harrison distributed the draft rack card and asked for comments by noon on Tuesday. Ms. Ragland asked that her restaurant be removed from the rack card as she will not be reopening her business. It was determined that 4,000 rack cards would be ordered. Elizabeth Mock said payments from business owners should be forwarded to Ms. Harrison to cover the printing costs. There was a discussion about distribution of the rack card.

4. Berryville Main Street update

Ms. Ragland said the \$1,500 giveaway was full and identified holiday events on the brochure. She said they are working on the tree lighting event. Ms. Harrison asked the status of the organization. Mayor Arnold said no decision has been made as to the future of the organization and that they were currently working on the two holiday promotions (giveaway and tree lighting). There was a discussion about long range plans for the organization and the yard sales and cruise-in events.

5. Berryville Business Facebook page

Ms. Harrison asked Ms. Mock to discuss the downtown business Facebook page she created. Ms. Mock said she would add anyone to the private group who wished to join. She said she hoped for discussion of ideas and promotions within the group.

6. Parking Meter Decorating Contest participation

Ms. Harrison asked Ms. Dunkle to discuss the parking meter contest. Ms. Dunkle said she has received 15 applications. She said some of the participants from previous years will not be decorating this year including Sponseller's Flower Shop and Berryville Treasures. She said she anticipates future promotions through the County's Facebook page.

7. Discussion: ideas for Small Business Saturday

Ms. Harrison discussed some ideas for promoting the day including a treasure hunt and coupon in the Clarke Monthly. There was a discussion about the creation of a gift guide on Facebook. Ms. Mock and Ms. Dunkle said they would contact Cathy Kuehner to discuss options.

8. Discussion: ideas for month of December

Ms. Harrison asked for input on activities for December. There was a discussion about musicians around downtown during the holidays.

9. Discussion: logo presentation

Ms. Harrison asked Ms. Dunkle to review the logos recently created for the Town, events, and other organizations as a result of the branding effort.

10. Next Steps

It was determined that businesses should connect on the newly created Facebook page.

11. Adjourn

The meeting was adjourned at 7:12 p.m.

BERRYVILLE TOWN COUNCIL PERSONNEL, APPOINTMENTS, AND POLICY COMMITTEE
Berryville-Clarke County Government Center
MINUTES
October 26, 2020

A meeting of the Berryville Town Council Personnel, Appointments, and Policy Committee was held on Monday, October 26 at 9:00 a.m. in the Berryville-Clarke County Government Center, located at 101 Chalmers Court in Berryville, Virginia.

Attendance:

Members of the Committee present: Mayor Jay Arnold, Chair; Recorder Erecka Gibson

Staff present: Christy Dunkle, Assistant Town Manager/Planner

1. Call to Order

Mayor Arnold called the meeting to order at 9:00 a.m.

2. Approval of Agenda

Recorder Gibson moved to approve the agenda. The motion passed by consensus.

3. Closed Session

Recorder Gibson made the attached motion to enter closed session, which passed by unanimous voice vote.

The committee returned to open session at 9:15 a.m. Recorder Gibson made the attached motion, which passed by unanimous roll-call vote.

4. Other

Recorder Gibson said that Ryan Tibbens, a member of the Board of Zoning Appeals, is committed to the community and that she believes he would be an asset to the Planning Commission. Mayor Arnold concurred. Recorder Gibson moved to recommend that the full Town Council, in its November meeting, appoint Mr. Tibbens to the Planning Commission. The motion passed by unanimous voice vote.

5. Adjourn

There being no further discussion, Recorder Gibson moved for adjournment, which occurred by consensus at 9:18 a.m.

Town of Berryville
Personnel, Appointments, and Policy Committee
MOTION TO ENTER CLOSED SESSION

Date: October 26, 2020

MOTION BY: *Gibson*

SECOND BY:

I move that the Personnel, Appointments, and Policy Committee of the Council of the Town of Berryville enter a closed session in accordance with § 2.2-3711-A-1, Code of Virginia, for discussion, consideration, or interviews of prospective candidates for appointment.

VOTE:

Aye: *Unanimous voice vote*

Nay:

Attest: _____

Erecka L. Gibson, Recorder

Town of Berryville
Personnel, Appointments, and Policy Committee
CLOSED SESSION RESOLUTION

Date: October 26, 2020

MOTION BY:

SECOND BY:

I move that the Personnel, Appointments, and Policy Committee of the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

RESOLUTION

WHEREAS, § 2.2-3712-D, Code of Virginia, requires a certification by this Committee that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED, that the Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Committee.

ROLL CALL VOTE:

Aye: *Unanimous*

Nay:

Attest: _____

Erecka L. Gibson, Recorder

.BERRYVILLE TOWN COUNCIL STREETS AND UTILITIES COMMITTEE
Berryville-Clarke County Government Center
MINUTES
October 27, 2020

A meeting of the Berryville Town Council Streets and Utilities Committee was held on Tuesday, October 27 at 1:30 p.m. in the Berryville-Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Members of the Committee present: Diane Harrison, Chair; Kara Rodriguez

Staff present: Keith Dalton, Town Manager; Paul Culp, Town Clerk; David Tyrrell, Director of Public Utilities; Christy Dunkle, Community Development Director; Neal White, Chief of Police

Press present: none

Also present: Ron Mislowsky, office director for Pennoni Associates

1. Call to Order

Ms. Harrison called the meeting to order at 1:30 p.m.

2. Approval of Agenda

Ms. Harrison noted the desirability of moving the item on stormwater higher on the agenda as a courtesy to Mr. Mislowsky's schedule. Ms. Rodriguez moved to approve the amended agenda, with the motion passing by consensus.

3. Unfinished Business

Stormwater

Mr. Mislowsky briefly described Pennoni Associates' study of three new points of entry for water flowing into Town Run. He said further adjustments would be needed and that he would draft a report within two weeks for the committee to discuss in November.

Mr. Dalton said staff would like to give the Town Council cost estimates for inclusion in the budget process. He said Main Street would be due for paving in the next few years and that the ideal would be a resolution of the drainage problems shortly before that occurs. He highlighted an aspect of the engineer's work that would provide the Council with information regarding whether two structures on Main Street would need to be increased in size. He said that if these two structures need upgrading, the Town should work with VDOT to perform the work near the time when Main Street is paved, in order to save on restoration costs, and that the Town should prepare to pay for the work.

Complaint Regarding Water Intake

Mr. Dalton reminded the committee that local resident Jay Corbalis had attended the September Town Council meeting and voiced concerns about what he described as problematic conditions at the Town's water intake. Mr. Dalton said that the concern about insufficient ventilation of the pump and a vacuum at the cap had been the most important of the matters Mr. Corbalis had mentioned. Mr. Dalton said that he and Mr. Tyrrell had inspected the area and had detected no problems but were exploring a change to the configuration of the vent. He said they had detected no vacuum.

Mr. Dalton said staff does not see a major problem regarding erosion around the intake structure but that riprap on the sides of the intake would be desirable for long-term maintenance. He said Mr. Tyrrell had discussed the matter with the Army Corps of Engineers and would proceed when given permission.

Mr. Tyrrell briefed the committee on debris screening and the treatment of organic products.

Mr. Dalton and Mr. Tyrrell briefly described periodic, scheduled maintenance procedures at the site.

Ms. Harrison asked whether staff had considered installing security cameras at the treatment plant. Mr. Dalton and Mr. Tyrrell enumerated the logistical problems associated with such an installation.

Mr. Dalton and the committee agreed that staff should send Mr. Corbalis a letter explaining that his matters of concern have been reviewed.

Transportation-related Improvements in Fairfax Street Area

Ms. Harrison complimented the quality of work on the walkway on Bundy Street.

Mr. Dalton said staff is working with the Town's engineer to determine the costs of schematic designs for improvements on East Fairfax Street and along the east side of North Buckmarsh Street from East Fairfax to Mosby Boulevard, and on cost estimates for the work. He noted multiple areas where an engineer's opinion is needed.

There was a discussion of stop sign placement, traffic patterns, and pedestrian safety.

Lighting in the Downtown Area

Ms. Dunkle said the estimated cost of the program agreed upon earlier in the year had risen from \$5,875 to \$6,161 during the time that had elapsed since the end of the period during which the original estimate was applicable. There was a discussion of whether some of the \$10,000 budgeted for Christmas lights, which had not yet been ordered, might be applied to the streetlight project. The committee decided to address the matter with the full Council in its November meeting.

4. New Business

Dangerous-tree Ordinance

Ms. Harrison having asked staff what options the Town might have for dealing with dangerous trees on private property, Mr. Dalton reported that he has not yet received definitive word from the Town's attorney regarding the existence or lack thereof of enabling legislation that would permit the Town to enact an applicable ordinance.

Ms. Harrison asked whether the Town is empowered to deal with branches that obscure necessary signage. Mr. Dalton said that it is, and asked committee members for a list of properties where this occurs.

Train Traffic

Chief White said he had not yet received a response to his written request to Norfolk and Southern Railway that it pursue measures for averting service interruptions such as the one that had recently blocked an intersection in Berryville for two and a half hours at considerable inconvenience to motorists, the police department, and the emergency dispatch center.

There was a discussion of whether to bring the matter to the attention of officials at higher levels of government. The consensus was that staff should draft letters to state and federal officials.

Web-based Parking Meter Payment System

Ms. Harrison said the Town needs to meet the needs of people who are not technologically proficient as well as the needs of those who are. Mr. Dalton and Chief White concurred with this and agreed to explore options.

5. Other

The committee agreed to reconvene again as scheduled on November 16 at 2:00 p.m.

Mr. Dalton briefly updated the committee on progress in the Fellowship Square and Rockcroft subdivisions and said staff is working on a priority list for paving. Mr. Dalton and Ms. Harrison discussed paving in particular areas.

Ms. Dunkle said staff would soon meet with County staff to discuss the proposed southeast collector road. She said she had no update on a proposed Transportation Alternatives Program grant for work on Mosby Boulevard.

6. Closed Session

There was no closed session.

7. Adjourn

The meeting adjourned by consensus at 2:28 p.m. on a motion by Ms. Rodriguez.