

**WEST POINT TOWN COUNCIL
WORK SESSION
MINUTES
JANUARY 28th, 2013
5:30 P.M.**

I. Farmers Market

Mr. Edwards advised that the Community Development Committee asked for the Farmers Market to be placed on the Work Session for Town Council discussion. Town Staff have identified the property at the corner of Chelsea Road and old Route 14 at the bottom of the Lord Delaware Bridge to relocate the Farmers Market. The proposal would be to build the farmers market in sections starting with gravel then adding a pole shed building later. The current estimated cost for the gravel is \$9,227.40, the estimated cost for a pole shed is \$30,000. Mr. Edwards also stated that funds are available in the Economic Development account that Town Council set aside from the sale of the Airport and that the pole shed did not have to be as costly, the shed could be built in sections.

Mr. Kelley asked if there was a start time and finish time. Mr. Kelley suggested the Town be cautious regarding vendors parking overnight.

Mr. Edwards advised that he would look at other localities rules and regulations.

The consensus of Town Council was for Mr. Edwards to proceed with the clearing of the lot and to obtain additional information for the rules and regulations.

II. Riverwalk

Mr. Edwards advised that the Community Development Committee reviewed the Design Contract with VHB for Phase II of the project at a cost not to exceed \$110,000. The project would provide walkways down Lee Street to the property donated by Dick Brake at 5th Street. The Town would have to obtain the property between Dick Brake's property and the river. The proposed project includes a 400 foot pier at 5th Street with connecting sidewalks to 7th Street and parking on 7th Street.

Mr. Shreaves stated that 400 feet was a long pier and asked if the grant would cover the cost of the pier.

Mr. Edwards advised that the pier would put the project over the grant amount.

Mr. Shreaves advised that the pier should be shorter and built within the grant amount.

Mr. Edwards advised that he would discuss the pier with VHB. The contract with VHB is for the design only and not for any construction.

Mr. Lawson asked if the proposed parking lot on 7th Street was included in the grant.

Mr. Edwards advised that the Town would have to pay for the parking lot. The grant is \$523,000, the estimated cost of the project is \$637,000 and that he would discuss some changes with Chris DeWitt at VHB.

FY 2013-14 Budget

Mr. Edwards presented Town Council with a draft budget that included all request from Department Heads and stated that there is no proposed tax increase. However, there is a gap between the projected revenues and expenditures of \$163,163.

Mr. Hudson asked the Town Manager to review the condensed budget sheet.

Mr. Edwards advised the fund balance as of June 30th 2012 is 2.1 million dollars, the undesignated fund balance is just over 1.8 million dollars with \$152,000 designated to the Economic Development Fund. The budget as proposed contains the following: 1) Funds for Riverwalk. 2) A built-in fleet maintenance program for Public Works. 3) One new police officer, it converts one part-time school resource officer to a full-time position. 4) Funds LEO's for the police department. 5) Purchases a new vehicle for Town Staff use, and a 2.5 % cost of living increase for Town Employees.

Mr. Hudson asked if the funds for Riverwalk includes the full cost of the pier.

Mr. Edwards advised no, the cost of the project is \$523,418 without the cost of the pier, it does not include the cost of the parking lot. It includes however much of the pier that can be constructed within the \$523,000.

Mr. Shreaves asked if the \$523,000 includes the Town's match.

Mr. Edwards advised yes.

Mr. Shreaves suggested the Town construct an overlook rather than a pier.

THE WORK SESSION ENTERED INTO RESSES AT 6:30 P.M.

Mr. Hudson reconvened the Work Session at 7:12 P.M.

Mr. Edwards continued to review the condensed revenue and expenditures of the proposed budget.

Mr. Shreaves asked if the Governors proposed raise for school teachers is given by the State or is it given by local government.

Mrs. Gulley stated that her son is a teacher in Hampton and he received a letter stating that a percentage will be paid with a local match.

Mr. Edwards advised that the State pays 55% the Town pays 45% of the teachers' salaries, the exact amount the Town will pay is not known, it is calculated by the composite index.

Mr. Hudson stated that his last conversation with the schools was that the Town is anticipating the school budget would be the same amount as last year minus the \$79,000 loan.

Mr. Edwards advised there is a copy of the budget calendar in the packet that includes a budget public hearing scheduled for April, 22nd 2013 and a joint work session with the School Board on March 5th 2013. The February Finance Committee meeting for February has been changed to Thursday, February 7th instead of the 14th, 2013.

There being no further business, the Work Session was adjourned at 7:35 P.M.

James H. Hudson, III
Mayor

ATTEST:

Karen M. Barrow
Town Clerk