

**Minutes
Windsor Town Council Meeting
Town Hall
May 22, 2018**

The Windsor Town Council met in regular session on May 22, 2018 at 7:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Mayor Carita J. Richardson was present, and she called the meeting to order. She welcomed those who were present. She asked for anyone with cell phones to please turn them off. She asked the Clerk to call the roll. Terry Whitehead, Town Clerk, recorded the minutes. Michael Stallings, Town Manager, Christy Jernigan, Treasurer, and Wallace W. Brittle, Jr., Town Attorney, were present.

Council members present: Durwood Scott
 N. Macon Edwards, III
 Greg Willis
 Patty Flemming
 Tony Ambrose

Council member absent: Walter Bernacki

Councilman Ambrose led the Pledge of Allegiance.

Public Hearing

Capital Improvement Plan (CIP)

Mayor Richardson said there are two public hearings tonight. She said the first public hearing is to receive the comments and requests of interested citizens and organizations concerning the formulation and preparation of a proposed Capital Improvement Plan (CIP) for the fiscal years 2018-2019 through 2022-2023 for the Town of Windsor, Virginia. She said the Town of Windsor's Capital Improvement Plan encompasses contemplated expenditures by the Town of Windsor in excess of \$1,000 for improvements to sidewalks, public buildings, public streets, public lands, public utilities, public services and public safety. She asked Mr. Stallings if he had any further comments.

Mr. Stallings reported that there are no new changes since the CIP was last presented to Council. He reported that the CIP and budget were properly advertised.

Mayor Richardson opened the public hearing. She asked for any persons wishing to speak in favor of the CIP to come forward at this time. There were none. She asked for any persons wishing to speak in opposition of the CIP to come forward, and hearing none she closed the public hearing. She said it is now open for discussion among Council.

Councilwoman Flemming suggested adding funds to the CIP for the construction of a public restroom to be located at the Wesley Garris Event Park with an estimated cost of \$80,000. She also suggested adding funds to the CIP to convert the Town owned property on Bank Street into a park, and to purchase a "LOVE" sign to be placed in a

central location within the Town. She said the park and "LOVE" sign are grant driven projects and need to be documented on paper before a grant can be pursued.

Council continued to discuss the location and maintenance of a public restroom and agreed to continue discussion regarding these projects during the next capital projects planning session.

Proposed Budget Fiscal Year 2018-2019

Mayor Richardson said the next public hearing is to consider the proposed budget for the Town of Windsor, Virginia for the fiscal year July 1, 2018 through June 30, 2019.

Mr. Stallings reported that there are no recommended real estate or personal property tax increases. He said there is a proposed water rate increase from the current \$7.25 per 1,000 gallons to \$7.50. He said there is also a proposed increase in the cigarette tax from its current \$0.25 per pack to \$0.30 per pack and an increase in the meal's tax from its current 5% to 6%. Mr. Stallings explained that the cigarette and meal's tax increases will be advertised for a public hearing at the June 12, 2018 meeting.

Mayor Richardson opened the public hearing. She asked for any persons wishing to speak in favor of the proposed budget to come forward at this time. There were none. She asked for any persons wishing to speak in opposition of the proposed budget to come forward, and hearing none she closed the public hearing. She said it is now open for discussion among Council.

Mayor Richardson said Council will vote on the CIP and budget at the continued meeting scheduled for June 12, 2018.

New Business

Dale Scott, representative for the Windsor Volunteer Fire Department, addressed Council asking for its support to request that Isle of Wight County not count any received grant funds against the Windsor Volunteer Fire Department's own operating budget and to also restore its funding as before.

After discussion, Council agreed by consensus to have Mr. Stallings draft a letter to Isle of Wight County supporting Windsor Volunteer Fire Department's request. Mr. Stallings said he would present the letter to Council for review at the June 12, 2018 Council meeting.

Councilman Willis made a motion to continue this meeting on June 12, 2018. Councilwoman Flemming seconded, and Council passed the motion unanimously as recorded on the attached chart as motion #1.

Carita J. Richardson, Mayor

Terry Whitehead, Town Clerk

TOWN OF WINDSOR
 RECORD OF
 COUNCIL VOTES

Council Meeting Date May 22, 2018

Motion #	Ambrose	Bernacki	Willis	Scott	Flemming	Edwards	C. Richardson
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Jerry Whitehead, Clerk