



# Cape Charles Gazette

Publication Date: July 12, 2013

We hope that you will enjoy reading the Cape Charles Gazette which is the electronic newsletter published from time to time by the Town Manager on behalf of the municipal government of the Town of Cape Charles. The Gazette provides a variety of information that we believe will be useful to the citizens and businesses of Cape Charles as well as those who plan to travel to Cape Charles or have any interest in our Town or the Town's government. The Gazette provides information on actions being undertaken or being considered by the Town government, upcoming activities in the Town, important public safety and security issues and emergency announcements.

We welcome your responses which may be sent to [gazette@capecharles.org](mailto:gazette@capecharles.org), by regular mail to 2 Plum Street, Cape Charles, VA 23310 or by calling (757) 331-3259.

We also encourage you to visit the Town's website at [www.capecharles.org](http://www.capecharles.org) where you will find up-to-date information about the operation of the Town government.



## JULY 4<sup>TH</sup> 2013

The Town would like to thank everyone who helped make last week's July 4<sup>th</sup> celebration the best one ever!

A special thank you goes to **Bayshore Concrete Products** and its staff for allowing the fireworks display to be set off on their property for the third year! The fireworks display was beautiful and gets better every year. Over 6,000 people were in Town to see the spectacular display!

Community Events/Recreation Coordinator Jen Lewis would also like to thank Trina Veber for facing the hot temperatures to emcee the day's events, beginning with the parade; Paul Skolnick and Elsie Bowen for judging the parade; Matt Evans for running the tournaments; Spencer Travis and friend and Sharon Silvey for taking on the very difficult task of judging the Beautiful Baby Contest; Marie Brady and all her friends for helping to make the parade happen; Pete Leontieff, Paul Yates and Mike Mullner for running the Golf Cart Obstacle Course; Malcolm Hayward for organizing another challenging Scavenger Hunt; Tom Bonadeo for putting up the PA system at the last minute; Coast Guard Station Cape Charles for presenting the colors; Peter Lawrence for reading the Declaration of Independence; Cassie Wise and Jocelyn Ferguson for singing the National Anthem; the Cape Charles Community Band for playing; Danielle Campbell for always decorating the Beach Pavilion; Mayor Dora Sullivan for organizing the Trash to Treasures; Claudette Twichell for putting together the Guppie Challenge; the Cape Charles Volunteer Fire Company for manning the beer truck and leading the parade; and Spencer Parker for contacting all the other fire companies to join the parade!

Everyone in the Town came together to make this year's 4<sup>th</sup> of July celebration such a great event!

### Parade Results:

- Best Fire Department/Rescue Squad: .....Cape Charles Volunteer Fire Company
- Best Commercial Entry: .....Dave Griffith/Coldwell Banker Harbour Realty
- Best Non-Commercial/Service Club Entry: .....Shriners/Mecca Temple #2
- Best Equestrian Group: .....Pfeiffer Riding Stables
- Best Novelty Group: .....Girl Scout Troop 1063
- Best Antique Vehicle: .....Jaguar Convertible
- Best Classic Vehicle: .....1961 Jaguar, owned by Steve and Chris Michel
- Best Decorated Bicycle: .....Ava
- Most Patriotic Golf Cart: .....American Legion Post 56
- Most Creative Golf Cart: .....Steve Houchens/ Flintstones
- Most Original Golf Cart: .....Gibb Family
- Most Colorful Golf Cart: .....Maria Ledinsky

### Tournament Winners:

- Volleyball: ..... ASC
- Horseshoes: ..... Aaron/Bones
- Cornhole: ..... Steve/Timmy

### Beautiful Baby:

#### 0-12 months

- 1<sup>st</sup>: Everett Reiter
- 2<sup>nd</sup>: Ruby June
- 3<sup>rd</sup>: Holloway Spiller

#### 13-24 months

- 1<sup>st</sup>: Kallie Baum
- 2<sup>nd</sup>: Chase Brady
- 3<sup>rd</sup>: Lillie Rhian Eley

#### 25-36 months

- 1<sup>st</sup>: Abigail
- 2<sup>nd</sup>: Samrit
- 3<sup>rd</sup>: Tennessee

### EMAIL CONTACTS:

- [Mayor](#)
- [Town Council](#)
- [Town Manager](#)
- [Treasurer](#)
- [Town Clerk](#)
- [Code Enforcement](#)
- [Town Planner](#)
- [Public Works/Utilities](#)
- [Harbor](#)
- [Library](#)
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- [Newsletter Feedback](#)





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## RECYCLING FACILITIES

**Northampton County** provides several **Recycling Facilities** that accept plastic, glass, newspaper, cardboard, aluminum and steel cans, waste oil and batteries. Waste oil and batteries are also collected. Large or bulky household items occasionally needing disposal by a resident will also be accepted and transported to a disposal site.

There are 5 locations throughout the County. The closest location to the Town is in Bayview at 22564 Bayview Circle.

The hours of operation are Monday – Saturday 7:30 AM – 6 PM; Sunday 1 PM – 6 PM.

More information can be located on the Northampton County website at [www.co.northampton.va.us/departments/landfill.html](http://www.co.northampton.va.us/departments/landfill.html).

## CARDBOARD RECYCLING DUMPSTER

A **cardboard recycling dumpster** is located in the west parking lot beside the old Fresh Pride Grocery Store on Mason Avenue. All cardboard boxes must be broken down and placed through the slot in the front of the dumpster. Please do not place any items other than cardboard into this dumpster.

If you need pick up services, please contact Pete Leontieff in the Public Works Department to make arrangements. There is a \$25 fee for pick up.



## WATER SYSTEM FLUSH

**Tuesday, August 6, 2013 through Wednesday, August 7, 2013**, beginning at 9:00 PM and continuing until 2:00 AM, the Town of Cape Charles Utility Department will be conducting a system flush of the water system in all districts of the Town.

**You are cautioned not to use water at that time.** Sediment could be drawn into the residence water lines. When done, the system should rectify itself fairly quickly.

For questions, please call Ron Bailey at 331-1018.

## 2013 CAPE CHARLES CLAM SLAM 2013 & 3<sup>RD</sup> ANNUAL BOAT DOCKING CONTEST

This year's event is scheduled for 8/3 – 8/4. Food and Arts vendors have signed up and sponsorship levels are up compared to this time last year. Music will be provided by Loaded Goat, Fat Tuesday and the New Custards on Saturday and the Cape Charles Community Band and Planet Full of Blues on Sunday.

We are working to secure volunteers for parking, beverage sales, admissions and more. If you are interested in volunteering for this event, please contact Smitty at 757-331-2357.

If you are interested in being a sponsor, please download the [Clam Slam Event Sponsorship Form](#) and return it to Smitty Dize!

Tickets are available at the Harbor for \$5 per day or \$8 for both days. About 300 tickets have already been sold. Multi-draw raffle tickets are also being sold for \$5 each or 5 for \$20 and some of the items being raffled include \$250 worth of Blue Crab Bay products and 2 nights docking at the Harbor.

The event grows every year and we look forward to seeing you there!

**Clam Slam 2013**  
and  
**3<sup>rd</sup> Annual Boat Docking Contest**  
August 3-4, 2013

<b>Saturday:</b> Parade Games Crab Pot Cork Race Smith Island Skiff Race Vendors Live Music Admission ss	<b>Sunday:</b> Vendors Amusements Artist Boat Docking Live Music Admission ss
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[www.capecharles.org/harbor.htm](http://www.capecharles.org/harbor.htm)  
At Cape Charles Town Harbor



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## NEW TOWN PLANNER – ROB TESTERMAN



In May 2013, the Town hired our new Town Planner, Rob Testerman. Rob was born and raised in Chesapeake, VA before moving to Blacksburg to attend Virginia Tech, where he studied urban planning in the College of Architecture and Urban Studies. After graduating from Virginia Tech with a B.A. in Public and Urban Affairs, Rob was hired as the Land Use Planner for Accomack County, where he worked the previous 6 years before joining the staff of Cape Charles.

While at Accomack County, Rob worked on a variety of different projects including rezonings and conditional use permits, ordinance revisions, GIS mapping, Comprehensive Plan update research, and erosion and sediment control inspections. In January 2013, Rob became a certified planner with the American Institute of Certified Planners (AICP), which is the American Planning Association's professional institute.

Rob is excited to be working for the Town of Cape Charles and looks forward to using his experience and background to help plan for the future of Cape Charles.

## UTILITY CLERK POSITION

In the FY 2012-2013 budget, the Town Council combined the positions of the Utility Clerk and Accounting Clerk into 1 position in an effort to reduce expenses. The station downstairs was closed and customers have had to come to the second floor to make their payments. A bell was placed on the counter on the first floor for anyone not able to physically come upstairs to ring for service. In 2012, it was agreed that if the work load proved to be too heavy for 1 person or if the service to the Town's citizens suffered in any way, the Accounting Clerk position would be reinstated. It was quickly realized that these 2 positions should have remained separate. In the FY 2013-2014 budget, the Town Council approved the hiring of a full-time Accounting Clerk and an advertisement has been placed in the Eastern Shore News and on the Town's website. The advertisement was also sent to the Cape Charles Happenings and the Cape Charles Wave to get as much exposure as possible. The application submittal deadline is July 15, 2013. [Accounting Clerk Advertisement.](#)

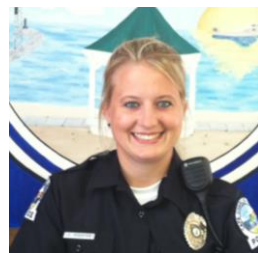
Once this position has been filled, Carmela Williams will become the Utility Clerk and will be moving to the first floor of the Town Hall building to better serve our customers.

## NEWS FROM THE CAPE CHARLES POLICE DEPARTMENT



Officer James Pruitt was promoted to the rank of Sergeant effective 7/2/13. His promotion was based on the performance and work ethic shown since being hired in 2010 and his continued attention to detail while performing the required duties assigned to him by command.

Please join us in congratulating Sergeant James Pruitt on a job well done!



Please join us in welcoming our newest police officer, Chelsea Pfeiffer. Chelsea joined the Cape Charles Police Dept. on 6/18/13.

Chelsea has a B.S. in Administration of Justice from George Mason University and worked as a probation officer for Accomac for 2 years and operated the

2A Court Service Unit's satellite office in Eastville.

## DOGS ON THE BEACH

With the summer months here, staff has been receiving a lot of inquiries from prospective visitors regarding dogs on the beach. Between April 1<sup>st</sup> through Labor Day, dogs are permitted on the beach **before** 9:00 AM and **after** 9:00 PM. We ask everyone to abide with this regulation to make the Cape Charles Beach a pleasant place for everyone – residents and visitors. Also, if you do take your dog to the beach during the allotted hours, please be a good neighbor and pick up after your dog. **Please** do not bury your dog's "waste" in the sand for someone else to step on. The Town has received several complaints about dogs on the beach during the daytime hours and several people have mentioned stepping in the waste.

Thank you for your cooperation!



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## FY 2013-2014 BUDGET HIGHLIGHTS

The Fiscal Year (FY) 2013-2014 Budget was adopted by the Town Council at their June 27, 2013 Special Meeting after months of review. The budget reflects the financial impact of the new wastewater treatment plant and maintaining the same level of services offered to the Town's citizens. The total budget for FY 2013-2014 is \$7,280,586 for all funds, with the General Fund portion being \$2,957,183, which includes \$1,110,000 in Capital projects related to the Cape Charles Multi-Use Trail, Fishing Pier Repairs, Handicap Accessibility for the former library building and construction of a new sidewalk near the 700 block of Randolph Avenue to offer safe passage of the residents of Heritage Acres into Town. The Town will receive \$986,649 in grants or local/state/federal aid to help offset the Capital improvements in the General Fund. Total operating expenses excluding Capital items in the 2013-2014 General Fund amounts to \$1,849,183 which is an increase of \$2,826 over the current FY 2012-2013 budget. Below is a highlight of several items included in this year's General Fund budget:

**Legislative budget:** 2014 is an election year and the budget includes election expenses and the cost of up to 4 new Council members to attend the Newly Elected Officials Conference which is held after every election to provide information to newly elected officials and a refresher for re-elected officials.

**Town website upgrade:** We realize the current website is outdated and sometimes difficult to navigate and update. The new website will focus more on transparency and enable citizens to follow the Town's meetings and projects online. Citizens will be able to sign up for automatic notifications regarding updates made to the site. We are hoping to launch the new website over the next 6-8 months.

**Former Library building:** The handicap accessibility is being added to allow residents with physical difficulties access to the facility which will be used for future Town meetings and other activities. The bathroom facilities also need to be updated for handicap accessibility before the building can be reopened for public use.

**Comprehensive Plan update:** The Code of Virginia requires that the Comprehensive Plan be reviewed and updated, if necessary, every 5 years. The current version of the Town's Comprehensive Plan was adopted in July 2009 so the Town is required to review the current Plan in 2014. Since the 2009 edition was done in-house by the Planning Commission, Council agreed that professional review was needed for this update.

**Contributions to Non-Profits:** A number of citizens voiced their opinions regarding tax dollars going towards contributions to outside entities. In previous years, Council provided funding assistance to non-profit organizations in the Town, such as the Cape Charles Volunteer Fire Company, the Cape Charles Historical Society, the Cape Charles Business Association, Eastern Shore of Virginia Festivals, Arts Enter, etc. For FY 2013-2014, the contributions to non-profit organizations was decreased by \$20,250.

**Part-Time Library Assistant:** With the larger space at the new Library and the increase in the number of activities offered, as well as the computer classes, Council approved the hiring of a second part-time Library Assistant to work 15 hours per week. An advertisement was placed in the Eastern Shore News, on the Town's website, and also sent to the Cape Charles Happenings and the Cape Charles Wave. The application deadline is this Friday, 7/12/13. [Part-Time Library Assistant Advertisement](#).

## TRANSIENT OCCUPANCY TAX & BUSINESS LICENSE TAX NOTICE TO ALL HOMEOWNERS AND BUSINESSES

Transient Occupancy Tax is a tax levied for accommodations at any lodging facility within the Town of Cape Charles. This applies to any public or private hotel, inn, hostelry, tourist home or house, bed and breakfast, tourist camp, tourist cabin, camping grounds, motel, rooming house, rental home or other lodging place within town offering lodging for compensation to any transient. A transient is considered to be any person who obtains lodging at their expense or the expense of another for any period of not more than 90 consecutive days.

Any person or business paying Transient Occupancy Tax must also apply for a Business License with the Town under the Repair, personal, business and other services category. Payment of \$30.00 minimum or \$0.36 per \$100.00 of gross receipts, whichever is higher, is due each year by 4/15 along with the Business and Professional License Application.

Transient Occupancy Tax of 3% of the total amount paid for lodging shall be imposed on all lodging within the Town. Every person or business receiving any payment for lodging shall collect 3% Transient Occupancy Tax at the time payment is made for lodging. A Transient Occupancy Tax form shall be completed monthly and payment of tax shall be remitted to the Treasurer. Reports and remittance shall be turned in on or before the 20<sup>th</sup> day of each month, covering the amount of tax collected during the preceding month (ex. taxes collected in July will be due by 8/20/13).

This notice is to inform any homeowners or businesses who may be renting homes in Cape Charles that you must be collecting and remitting Transient Occupancy Tax for all rentals to the Town of Cape Charles. If you may not have paid tax for prior or current year-to-date rentals, please contact the Treasurer at [treasurer@capecharles.org](mailto:treasurer@capecharles.org) or 757-331-3259 x23 to become current on all taxes due. The Town accepts credit card payments in person or by phone. If you need any of the applications, please contact the Treasurer and one will be sent to you. Any person or business violating or failing to comply with any provision of Town Code Article IV - Transient Occupancy Tax, Sections 66-55 to 66-67, shall be guilty of a class 1 misdemeanor. Conviction of such violation shall not relieve any person from the payment, collection or remittance of the taxes provided in this article.



## TOWN HARBOR—VA CLEAN MARINA

Smitty Dize, Harbor Master, reported the following:

- The current office hours are Monday through Thursday from 8:00 AM – 6:00 PM and Friday through Sunday and holidays from 7:00 AM – 7:00 PM. As always, customers with fuel cards can access the fuel dock at any time, day or night.
- The new entrance sign at the Harbor should be installed by 7/14.
- **2<sup>nd</sup> Annual Tall Ships at Cape Charles Festival:** There were approximately 200 participants for the day sails and about 2,500 visitors for deck tours. Overall, there were about 7,500 people in Town over the festival weekend and the Harbor was full.
- **July 4<sup>th</sup> Weekend:** The 4<sup>th</sup> of July was a huge success. The Harbor was at capacity and great feedback was received from all our visitors. A group on B-Dock, who normally went to Norfolk for the 4<sup>th</sup>, stated that the Cape Charles fireworks were just as good if not better than Norfolk's! This was also the first year for the Cape Charles Volunteer Fire Company's Seafood Extravaganza at the Harbor. Everyone was pleased regarding the attendance and 6 boat slips were rented because of that event.
- **Upcoming Events at the Town Harbor:**
  - **Godspeed Visit** – 10/24 – 10/28.
  - **Haunted Harbor** – Staff is currently working on the dates.
  - **Lighted Boat Parade** in December. Date to be determined.
- Follow the **Cape Charles Town Harbor** on Facebook by [clicking here!](#)

## RECREATION DEPARTMENT

Jen Lewis, Community Events / Recreational Coordinator, has been gearing up for the busy summer season and reported the following:

- **Committee/Organization Updates:** Due to the conflict of programs with the many committees and organizations that meet monthly, Jen will not be able to attend meetings through the summer months. She will resume her attendance at the various meetings in the fall.
- **Programs & Events:**
  - **Arts & Crafts** – The summer hours are Wednesday mornings at 10:30 AM. The Cape Charles Baptist Church has joined the Arts & Crafts every week and due to the number of children participating in this program, a second session has been added each Wednesday at 11:00 AM to accommodate everyone.
  - **Scrapbooking** – Scrapbooking sessions have been scheduled for 6/18 and 7/2 but so far there have not been any participants. Jen will continue to try these hours through the summer and if the lack of participants continues, will change the hours in the fall to accommodate those who may be working during the day.
  - **Chess Club** – Chess Club has been a great addition to Cape Charles' programming. Each week, there is an increase in the number of participants. The Eastern Shore News came down to do a story and it was published in the 7/6 edition. Chess Club continues to meet every Wednesday at 3:30 PM.
  - **Tall Ships/Pirates & Wenches Festival** – 2 great events that shared the same weekend! Jen had a booth with model ships and make your own pixie sticks.
  - **New Roots Youth Garden Summer Camp** – This camp meets every Tuesday and Thursday. So far the kids have learned about bees, butterflies and insects, water conservation and how to run a vegetable stand. The kids are finding out what it takes to eat healthy and manage money.
  - **Tennis Camp** – Tennis Camp was cancelled due to lack of interest. There was only 1 registration. Jen has received a lot of input from parents telling her that there is just too much going on this summer. Tennis Camp will be rescheduled in the fall.
  - **July 4<sup>th</sup>** – The day started with a parade, activities all day for every age, great music, food and fireworks! We had a lot of people in Town and everyone had a great time! Please see the article on the first page thanking everyone who helped with the day's events!
- **Upcoming Events:**
  - 7/19 – **Elephant Toothpaste** sponsored by 4-H.
  - 7/22-7/26 – **Field Hockey Camp**
  - 7/27 – **Cape Charles Community Band** and **Movie in the Park.**
  - 8/5-8/9 – **Soccer Camp**
  - Please visit the [Recreation page](#) on the Town's website for a listing of recreational events.
  - For a complete listing of events, please check the [Town's website](#) frequently for updates to our quickly growing Schedule of Events.
- **Please drop off your old printer ink cartridges and old cell phones to Jen so she can submit them to The Funding Factory for recreational equipment!** Using points from The Funding Factory, Jen can order equipment at no cost to the Town. Please [click here](#) for more information.
- If you are planning a yard sale in Cape Charles, please complete [Yard Sale Permit Application](#) and submit it to Jen. There is no charge for the permit.
- If you are planning an event in Cape Charles, please contact Jen Lewis at [reccordinator@capecharles.org](mailto:reccordinator@capecharles.org) or at 757-331-3259, ext. 18. Also, please complete the appropriate Use of Facility Application and submit it to Jen. [Use of Facility Application – Central Park](#) / [Use of Facility Application – Other Areas](#).



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## CAPE CHARLES MEMORIAL LIBRARY

Ann Rutledge, Librarian, reported the following:

- **The 2013 Summer Reading Program, Dig Into Reading**, began 6/17, and so far 137 children have signed up, already exceeding the total number of participants last year which was 110! When children sign up to participate in the program, they receive a reading log to record their books. Every time they read 4 books, they receive a prize. One of the prizes is a token for a free Brown Dog ice cream cone! After the children read 12 books, they get a prize and a free book. The sponsors for this year's Summer Reading Program are the Eastern Shore Public Library, the Town of Cape Charles, The Collaborative Summer Library program, the Friends of the Cape Charles Memorial Library and Brown Dog Ice Cream.
- Each week, the Library offers 4 programs for children as well as extra programs throughout the summer.
- The Library is becoming a location for outside groups/organizations to hold meetings. It's great that we now have room to offer space for meetings and that the Library is becoming a gathering place for people of all ages.
- The Library has been in its new home for 2 months and staff continues to make improvements to the facility. A kiosk has been installed in the lobby to highlight library and local events. Rack card holders have also been installed and we invite local businesses to provide information to include in the holders. A new bulletin board will be going up soon.
- The number of visitors to the Library continue to increase with 177 people coming into the Library on 7/3! It's great to see the Children's area full of children reading and playing with blocks and games. Parents and their children are enjoying the 3 computers in the Children's area. Teens gather in the Library to use the 2 computers in the Teen area. The Computer Lab is being used daily by people taking online classes. Tourists are making use of our honor system check out to get books and movies while here on vacation. Our returning customers are pleased and surprised with our new building.
- For additional information about Library programs and library-related information, check out the Cape Charles Memorial Library on Facebook by [clicking here!](#)
- The **Friends of the Cape Charles Memorial Library** also has a Facebook page. You can follow them by [clicking here](#). The **Friends of the Cape Charles Memorial Library's** website publishes information about the Library and the Friends' efforts to support the Library programs. Please visit the site to learn how you can also help the Friends in their mission! <http://friendscapecharleslibrary.com/>

## PLANNING DEPARTMENT

Rob Testerman, Town Planner, reported the following:

- The preliminary **Flood Insurance Rate Maps (FIRMs)** have been received from FEMA. The preliminary versions have been released to provide community officials and citizens an opportunity to identify changes or corrections to non-technical information, such as road names, corporate limits, stream names, etc. FEMA will soon be contacting the Town to schedule a formal community coordination meeting to discuss the revised flood hazard information.
- Rob and Heather Arcos recently met with Charles McSwain and Peter Stith of Northampton County Planning. The County is aware of the Town's concerns regarding commercial development along Route 13, near Route 184, and the impact it may have on Town businesses. The County and Town will continue to work together on this matter.
- The **Planning Commission** met on 7/9 and reviewed the following:
  - Preliminary FIRMs were presented to the Planning Commission for their review and comment.
  - The new Zoning Map, created by the former intern, Kyle Pendergrast was presented to the Commission. The Commissioners noted several areas needing corrections. Rob will update the proposed map accordingly.
  - The Commission continued their discussion on density and Floor Area Ratio (FAR) in the Harbor District. The Commissioners approved scheduling a joint public hearing with the Town Council after legal review of the proposed modifications.
  - The Commission also resumed their review of the Sign Ordinance.
- **Historic District Review Board:**
  - The Board met on 6/18 to review an application by Charon Ventures, LLC who is proposing a total rehab and adaptive reuse, creating 17 residential apartments in the former Cape Charles High School. After much discussion, no action was taken on the matter. It will be revisited at the 8/20/13 meeting.
  - The Board will meet on 7/16 to review an application submitted by Andy and Margaret Spagnuolo of 114 Randolph Avenue to enclose an existing rear porch and add a second level to a detached garage. Their application was previously reviewed and approved in 2011, however the work was never done and the approval expired after 12 months.

## CODE ENFORCEMENT

Jeb Brady, Code Official, reported the following:

- 28 Erosion & Sedimentation (E&S) Control inspections, 32 building inspections, and 1 courtesy commercial inspection were performed in June. 1 commercial plan review was performed.
- **Recap of FY 2013:**
  - A total of 960 inspections were performed.
  - Total construction was estimated at \$7,411,540 vs. \$4,654,387 in FY 2012.
  - Total permit fees collected were \$177,559.27 vs. \$37,034.16 in FY 2012.
  - Total tap fees collected were \$105,756 vs. \$0 in FY 2012.



## TOWN CLERK

Libby Hume, Town Clerk, reported the following information:

- **Upcoming Meetings:**
  - Tuesday, July 16, 2013:  
**Historic District Review Board Public Hearing & Meeting** starting at 4:30 PM at the Town Hall. [AGENDA](#)
  - Thursday, July 18, 2013:  
**Town Council Regular Meeting** starting at 6:00 PM at the St. Charles Parish Hall. [AGENDA](#)
  - Monday, July 29, 2013:  
**Planning Commission Special Meeting** starting at 6:00 PM at the Town Hall.
  - Thursday, August 1, 2013:  
**Town Council Special Meeting** starting at 6:00 PM at the Town Hall.
  - Tuesday, August 6, 2013:  
**Planning Commission Meeting** starting at 6:00 PM at the Town Hall.
  - Thursday, August 15, 2013:  
**Town Council Regular Meeting** starting at 6:00 PM at the St. Charles Parish Hall.
- If you are interested in serving on any of the Town's boards or Planning Commission, please complete the [Cape Charles Boards & Commission Application](#) and return it to Libby Hume at the Town Hall or send by email to [clerk@capecharles.org](mailto:clerk@capecharles.org). Please [click here](#) for information on the various Boards and Commission.

## PUBLIC UTILITIES

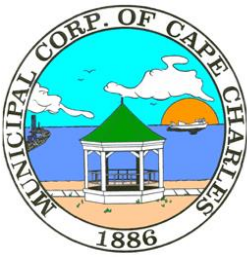
Dave Fauber, Director of Public Utilities, reported the following information:

- The total water production in June was 3.98 million gallons. The high was 183K gallons on 6/26 and the low was 81K on 6/12.
- Projects include:
  - The Keck Well Aquifer Drawdown test for the DEQ has been completed and staff is awaiting the site elevations being provided by Shore Engineering before finalizing the report for submittal to DEQ.
  - Staff is working on the Asset Management program, populating the program and becoming familiar with the program. A 2-day training session is scheduled for mid-August.
  - An automatic flush valve will be installed in Heron Point to introduce water into that vacuum sewer system to increase the flow through the pump station in an effort to reduce the septic odors created when sewage water resides in the system for extended periods of time.
  - Engineering for chloramine for chlorine substitution during warmer months to aid in total trihalomethane reduction in the water supply. The preliminary engineering report has been approved by the Virginia Department of Health Office of Drinking Water.
  - The Fig Street and New Quarter Pump Station bio filters have been filled with new mulch.
- Capital Projects for FY 2013-2014:
  - Water:
    - Emergency Generator for Water Plant – \$45K.
    - Engineering for Keck Wells – \$60K.
  - Wastewater:
    - Engineering for pump station improvements – \$30K.

## PUBLIC WORKS

Pete Leontieff, Public Works Foreman, reported the following information:

- Completed projects include:
  - The old benches from Mason Avenue have been installed on the Fishing Pier.
  - The wild cherry trees have been removed from Bay Avenue.
  - 9 Japanese maple trees have been planted along Mason Avenue.
  - Pete and the Public Works Crew would like to thank all residents and visitors for their cooperation in the VDOT Street Sweeping project done on 6/12 and 6/13.
- Projects in progress include:
  - The crew continues to perform routine monthly duties as follows: i) maintenance of the Town vehicles and equipment; ii) assisting the Utilities Department with water meter reading; iii) maintenance, cleaning and landscaping for outdoor public areas, including public beach, Central Park, Playground, Fishing Pier, Harbor and downtown commercial district; iv) maintenance, cleaning, landscaping of all public facilities including the Town Hall, Library, Water and Wastewater Plants, Public Works Building and the former library building; and v) maintenance of the streets, drains and alleys in the Historic District, including debris pickup and work orders.
  - Exploring options and design of the oldest section of the Fishing Pier.



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## TOWN MANAGER

Heather Arcos, Town Manager, reported the following:

- The **Town Council Regular Meeting** will be held on Thursday, 7/18, at 6PM at St. Charles Parish Hall. Agenda items include:
  - Former Cape Charles School Update
  - Code 42-3 – Annual Adoption of State Law
  - Preliminary FEMA Flood Insurance Rate Maps
  - Everbridge Communication System Update
  - Cape Charles Federal Channel Navigation Appraisal
  - Re-appointment of Library Board Members
  - Zoning Ordinance Modification – Harbor District – Schedule Joint Public Hearing with Planning Commission
- In the fall of 2012, an application was submitted to USDA Rural Development for a \$25K Equipment Grant for the new Cape Charles Memorial Library. The Town received notification of the \$25K grant award to purchase new equipment for the Library.
- Please welcome Chief David Stone to U.S. Coast Guard Station Cape Charles. Chief Stone was previously stationed at Station Cape Charles and we are glad to have him back!
- A very special "Thank You" to my staff – Jen Lewis, the entire Public Works crew, the Police Department and the Cape Charles Volunteer Fire Company, Northampton County Sheriff's Office, Northampton County Emergency Services, U.S. Coast Guard Station Cape Charles, and the Coast Guard Auxiliary for their support and dedication in making the annual 4<sup>th</sup> of July celebration yet another huge success! The celebration could not be possible without all the hard work of the Town staff and other organizations. Thank you to all the many volunteers as well!
- Thank you to the VDOT representatives for considering our request to install the message board on Route 184/Stone Road at the entrance into Town to notify everyone of the sidewalk project, as well as safely securing the areas under construction.
- The Cape Charles Volunteer Fire Company had a huge success with their annual seafood festival fund raiser which was held last Saturday, 7/6, at the Cape Charles Harbor.
- Bob Panek, Cape Charles' representative to the Northampton County Public Service Authority (PSA) gave the Cape Charles Business Association an update on the Regional Wastewater Project. Charles McSwain, Northampton County Director of Economic Development, was in attendance and listened to the concerns of the businesses regarding the types of commercial business allowed by right on the Town Edge and what that impact would be to the businesses in our Town.

## FREE CONCERT & MOVIE – SATURDAY, JULY 27<sup>TH</sup>, 7:00 PM

The **Cape Charles Band** will be performing a free concert in Central Park on Saturday, 7/27, at 7:00 PM followed by a movie sponsored by the Cape Charles Recreation Department. This is a family-friendly event with great music featuring patriotic music, show tunes, marches and classic band tunes. At dark, enjoy *Oz the Great and Powerful*, a prequel to the *Wizard of Oz*. Bring your chairs and blankets and settle in for a fun family evening of free entertainment! [FLYER](#)

## UPCOMING EVENTS IN CAPE CHARLES

- 7/8 – 7/19: Musical Theatre Summer Camp at the Palace Theatre.
- 7/20: Jammin' at the Jetty Party with *Fat Tuesday & the New Custards*, Cape Charles Beachfront, 6:00 PM – 10:00 PM. Sponsored by the Northampton County Chamber of Commerce.
- 7/27: Free Concert & Movie in Central Park, 7:00 PM.
- 8/3: Attack! The 1863 Confederate Raid on the Cape Charles Lighthouse, a lecture by Civil War Historian Kellee Blake. Cape Charles Museum, 2:00 PM. [FLYER](#)
- 8/3 – 8/4: 2nd Annual Clam Slam & 3rd Annual Boat Docking Contest.
- 8/3 – 8/18: Harbor for the Arts Festival – Music, art, dance in public spaces. Free and ticketed events.
- 8/31: Jammin' at the Jetty Party, Cape Charles Beachfront, 6:00 PM – 10:00 PM. Sponsored by the Northampton County Chamber of Commerce.
- 9/1: Labor Day Picnic in the Park.
- **Save the Dates:**
  - 10/11 – 10/13: 21st Annual Birding and Wildlife Festival.
  - 11/30: Cape Charles Historical Society 16<sup>th</sup> Annual Oyster Roast.
  - 12/7: Cape Charles Central Park Grand Illumination.

Any reference to an external website is for public information only and does not constitute an endorsement of that website.

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