



TOWN COUNCIL

Work Session

Town Hall
July 28, 2011
6:00 PM

At 6:02 p.m., Vice Mayor Chris Bannon, having established a quorum, called to order the Work Session of Town Council. In addition to Vice Mayor Bannon, present were Councilmen Bennett, Sullivan and Veber and Councilwoman Natali. Mayor Sullivan and Councilman Evans were not in attendance. Also present were Town Manager Heather Arcos, Town Planner Tom Bonadeo, Harbor Master Smitty Dize and Town Clerk Libby Hume. There were seven (7) members of the Library Board and Friends of the Cape Charles Memorial Library in attendance.

Vice Mayor Bannon announced the business for the evening would be to discuss the future plans of the Cape Charles Memorial Library and to review the Harbor Master Plan and future development at the Harbor.

Vice Mayor Bannon thanked the Friends of the Library and the Library Board for attending this evening and introduced the attendees as follows:

From the Friends of the Library (FOL): Ms. Alice Morehouse, President; Ms. Marita Patterson, Secretary; Ms. Jeannette Lucier, Vice President; Councilwoman Joan Natali, Treasurer; Ms. Carolyn Wiegner and Ms. Maggie Spagnoulo.

From the Library Board: Ms. Kim Dunton and Ms. Linda Schulz. Vice Mayor Bannon was also the President of the Library Board.

Vice Mayor Bannon stated that one hour had been allotted for this discussion.

Town Manager Heather Arcos thanked Ms. Morehouse, the Library Board and the FOL for providing the *Vision for the Cape Charles Memorial Library* and *Executive Summary* then turned the floor over to Ms. Morehouse..

Ms. Morehouse stated that the FOL and the Library Board had reviewed information from a 2005 Library survey, the 2000 work for the Cape Charles School renovation, the 2008 Eastern Shore Public Library Study by John Moorman and the 2010 Survey conducted by the FOL. The group also referred to the Commonwealth of Virginia's Standards for Libraries and applied these standards to John Moorman's population which used 2006 data. This number was adjusted for part time residents and visitors and the final number of 8K was used for the population in the development of the *Vision*.

Heather Arcos stated that everyone was in agreement that the Library was running out of space especially with the computer lab, etc. Vice Mayor Bannon added that Library Ann Rutledge and Library Assistant Sharon Silvey were doing a great job with all the programs and Recreational Coordinator Jen Lewis was also adding to the activities at the Library. There was also a very nice article, written by Ms. Gloria Bradley, in the Eastern Shore News regarding the Library and the hopes for expansion.

Heather Arcos stated that the future growth of the Library needed to be looked into as well as including an area for recreation, meeting rooms and other multi-use rooms.

Vice Mayor Bannon asked Ms. Morehouse what outcome she was looking for after this evening's meeting. Ms. Morehouse stated that she would like Council to select a target location and a possible back-up location. The public, and possible donators, wanted to know where the Library

would be located and what it would look like. Something needed to be done to move forward and there were not many available locations in the Historic District.

Town Planner Tom Bonadeo pointed out several town-owned property as follows: i) A single lot with approximately 5,600 SF on Washington Avenue was determined to be too small; ii) Four lots by the skateboard park, across the street from the old Cape Charles School was approximately 20K SF; iii) Space next to the old Cape Charles School by the basketball court; and iv) the old Cape Charles School which was approximately 15K SF on two floors. Tom Bonadeo continued to state that the old school could easily be made ADA accessible and elevators could be added. Tom Bonadeo noted that regardless of where the Library were to be moved, the property would have to be ADA accessible and elevators would have to be installed if the building was more than one floor. Vice Mayor Bannon stated that staffing would be an issue if the Library were on two floors.

Tom Bonadeo stated that the Town also owned a portion of this building which amounted to approximately 3K SF, two lots by the pump stations, five or six lots behind Rayfield's where the Public Works maintenance building would be constructed, and on the edge of Town by Bender's Lane, the Town owned 15 acres which was deeded for public use but did not have access to water and sewer. Tom Bonadeo continued to state that there were other sites in Town that could meet the square footage requirements but the property would have to be purchased or leased. Councilman Bennett suggested that a rendering could be done to show what the Library could look like.

Ms. Spagnoulo stated that the FOL would like to keep the Library in the Historic District in close proximity to the school where residents could walk to.

Tom Bonadeo stated that the geographical center of Town was around the old Rosenwald School location. Councilman Bennett added that he would not want to limit the location to the Historic District if another location becomes available.

Ms. Lucier asked about the status of the old Cape Charles School building and whether the asbestos had been removed. Tom Bonadeo stated that the majority of the asbestos had been removed and any remaining asbestos was in the plaster, which could be covered up, and in the floor tiles which could be easily replaced. Vice Mayor Bannon asked whether there was enough space to move the Library into the old school. Tom Bonadeo explained that the gymnasium was approximately 4K SF and could be used for the Library. Ms. Lucier stated that the 4K space would be better used as a community center which could be used by the entire community. Ms. Morehouse interjected that we did not need to design a building. There were a million things that could be done to the building and a facilities planner could do the layout / design.

Heather Arcos stated that the old medical building could be available. Tom Bonadeo added that there were two former food stores, the former Meatland building and the former Camellia Foods building, which could be possibilities. The former Meatland building was located on 13 or 14 lots and could be expanded for growth. It is structurally sound but has no heating or air conditioning. The former Camellia Foods building was approximately 10K SF but was tied up in a family estate dispute. The old medical building was on four lots.

Vice Mayor Bannon asked about the size of the old Rosenwald School. Tom Bonadeo explained that it was approximately 4,000 – 4,800 SF.

Tom Bonadeo went on to explain that there was an advantage to using a community development company to be able to take advantage of tax credits especially for the old Cape Charles School which could amount to approximately a 20% savings.

Ms. Lucier suggested that a location could be found to also include the Town offices. Tom Bonadeo stated that this could be a possibility since the current municipal building was approximately 3K SF, was not ADA compliant, and had no hot water. The building was limited

in space making it necessary for the Town to lease temperature-controlled storage space for its archives. There were records in this building dating back to the 1800s which should be protected and stored in a better manner. The Meatland building would be a good location to house everything and had ample parking and room to grow. Ms. Morehouse added that the Library plans included meeting rooms and an archive room for the Town as well. Vice Mayor Bannon stated that it was at the entrance to Town and would be an ideal location for the Town offices and Library. Vice Mayor Bannon added that several years ago, the Cape Charles Historical Society had expressed a desire to have an archives room and a location to hold events and movies. Councilwoman Natali asked whether the owners of the Meatland building would be amenable to the Town renting the building on a long-term basis. Heather Arcos stated that she had spoken to the owner in the past and was told that if the Town were to invest in the building for renovations, she may possibly consider a 40-year lease at a \$1 per year. Tom Bonadeo added that the owner would possibly be open to considering any proposal that would protect and improve her assets. Councilwoman Natali asked whether the building were structurally sound enough to support a second floor being added. Tom Bonadeo stated that it was not but the one floor was approximately 13K SF and there was plenty of land available to expand the first floor if needed.

Vice Mayor Bannon asked Council where their ideal location would be. Councilwoman Natali stated that she was leaning toward the Meatland building if it was leasable. Councilman Veber stated that he agreed with Councilwoman Natali adding that the Meatland building was the entrance to Town and it would be nice to see that building fixed up. Councilman Veber stated that his second choice was the Camellia Foods building. Councilman Bennett stated that he personally liked the Rosenwald site but also stated that the Town could fix the Meatland building and move the entire Town offices into the building. If more space was needed for the Library in the future, the Town offices could be relocated. Councilwoman Natali added that the building could be expanded at that time to still accommodate everything. Councilman Sullivan agreed that the Meatland building was his first choice since it was the entrance to Town. Vice Mayor Bannon stated that his choice would be the Meatland building as well.

Heather Arcos stated that she would like to see the County assist the Town regarding the Library as well. Currently, the Town received \$15K each year to help with the Library's \$100K operating budget.

Vice Mayor Bannon asked the approximate cost to renovate the Meatland building. Tom Bonadeo stated that the cost could be approximately \$70 - \$100 per square foot. Councilman Bennett added that it would be closer to \$100 per square foot to make an impression.

Ms. Morehouse stated that approximately \$1,200 in donations had been collected. Ms. Patterson added that 2K letters went mailed and 53 responses were received. Ms. Morehouse stated that everyone wanted to see a picture of the proposed building and location. Councilman Bennett suggested that a rendering be done showing what was planned.

Tom Bonadeo stated that several years ago, the Maritime Academy had planned to lease the Meatland building. At that time, they had provided a rendering for review by the Historic District Review Board (HDRB). Tom Bonadeo showed a copy of the rendering to the attendees and pointed out that the HDRB liked the plans but did not approve the roof line.

Tom Bonadeo went on to state that he liked Councilman Bennett's plan regarding the Rosenwald School. This was a unique building and needed to be protected but it was not within walking distance from the Historic District. Tom Bonadeo informed the attendees that he had spoken to the owner last week and she was interested in working with the Town and anxious for an offer on the property. A company could be set up, which would own the building, to take advantage of the available tax credits to restore the building. Ms. Morehouse stated that she agreed that the Rosenwald School needed to be restored but not as a Library.

Tom Bonadeo stated that the renovations to the Meatland building would be easier and more cost effective to accomplish and the property had ample parking and room for expansion.

Ms. Morehouse stated that people wanted the current Library building to remain intact adding that there was historical significance in the building including the stained glass windows. Ann Rutledge added that the energy was there and that the Town needed to move on it. Ann Rutledge went on to state that Mr. Furlong Baldwin told her to call him when the Town was ready to do something.

Tom Bonadeo stated that the Library property had some value for the neighbors but the building itself could possibly be moved to the Meatland lots, if that was the direction Council wanted to take. The current lot could be sold to help cover some of the costs.

There was some discussion as to the next step and Councilman Veber stated that he felt that the owner of Meatland needed to be contacted to see if they were interested and added that the building had been vacant close to 10 years. The people of Town may also appreciate that the Town was considering fixing up the property.

There was further discussion regarding raising the funds for this project. Ms. Morehouse stated that she could not apply for any grants without a location. Ms. Spagnoulo stated that the location and look of the proposed Library needed to be determined so the group could put together a professional presentation to raise funds.

Heather Arcos interjected that the old Cape Charles school building should not be discounted. Councilman Bennett stated renovations to the old school would be more expensive than the Meatland building. Heather Arcos expressed her concern of whether the owner of Meatland would commit to leasing the building to the Town, using the premise that the Town would pay to improve the property in lieu of lease payments, if the Town did not have the money yet to do anything.

Councilwoman Natali stated that before going any further, the Town needed to know for sure if we could lock down the Meatland building. If not, we needed to look at a backup location.

Ms. Dunton expressed her concern about the Town spending money to fix up a building that it did not own. After the term of the lease, the Town would have improved the property and have nothing if the owners opted to not renew the lease.

Vice Mayor Bannon asked for a summary of this evening's discussions.

Heather Arcos stated that the Town would research the Meatland building at the direction of Council. Ms. Morehouse stated that her group would continue collecting donations for the project. Councilman Bennett stated that there was no reason to hold back on doing the renderings and suggested the group proceed to get renderings done for a new building to fit on four lots.

Ms. Schulz stated that Accomack County was planning to build a new 30K SF library on land donated by Shore Bank. They did not have a lot of funding but were proceeding. According to the deal with the bank, the County has five years to build the new library.

The Friends of the Cape Charles Memorial Library and Library Board members in attendance left the meeting at 7:05 p.m.

Heather Arcos stated that staff wanted to revisit the Harbor Master Plan to determine whether Council wanted to move forward with a restaurant and marketplace at the Harbor and proceeded to show Council the proposed locations for these items on the Harbor Master Plan which was adopted in August 2006.

Harbor Master Smitty Dize stated that the Master Plan allotted 1,600 SF for the restaurant slab. Tom Bonadeo added that he had been approached by several entities that were interested in

building a restaurant at the Harbor and was told that 3K SF was needed. Smitty Dize stated that he was in St. Michaels over the past weekend and distributed pictures of the Crab Claw Restaurant at the Town Harbor which was a two-story restaurant. The first floor was open air and the second floor was enclosed and operated as a traditional restaurant. Smitty Dize stated that this type of restaurant was what he had in mind for the Cape Charles Harbor. There was some discussion regarding this restaurant and Council was agreeable that a restaurant of this type was feasible for the Harbor.

There was some discussion regarding whether the restaurant should be open year around or seasonally and whether the Town could state a preference as to the type of food that was served. Councilman Bennett stated that he felt that it was the discretion of the restauranteurs as to whether they wanted to be a seasonal or year-round restaurant but the Town could possibly stipulate that a seafood-themed restaurant was preferred.

There was some discussion regarding whether the Town should limit the times for music and live bands due to complaints from residents and boaters at the Harbor. Smitty Dize stated that he had only received two complaints in the past regarding the loud music at the Harbor parties.

Councilman Veber stated that he felt that the Town should approach South Port Investors and have them open a restaurant on their property vs. the Town having a restaurant at the Harbor.

Councilman Bennett stated that if there were people interested in opening a restaurant at the Harbor, why not move forward. The next step would be to decide whether there would be any restrictions and how much the Town would lease the property for. Councilwoman Natali also agreed that the Town needed to move forward. If South Port was interested in opening a restaurant on their property, they could come to the Town with a request to do so. It would not hurt the Town to have a restaurant at each location.

There was much discussion regarding the legalities of a ground lease and Council suggested that staff research the Town's options regarding a ground lease. Heather Arcos stated that staff would begin gathering information. Councilman Bennett stated that now was the time to move so plans could be made and the restaurant could be open next year. Smitty Dize stated that the restaurant needed to be open by next Memorial Day.

Councilwoman Natali stated that she would like to see a Request for Proposals go out for a seafood-themed restaurant. Heather Arcos added that she would like to see it as a casual seafood-themed restaurant.

Motion made by Councilman Sullivan, seconded by Councilman Bennett, and unanimously approved to adjourn the Town Council Work Session.

Vice Mayor Bannon

Town Clerk