



**TOWN COUNCIL**  
**Work Session**  
Cape Charles Civic Center  
September 8, 2016  
6:00 p.m.

At approximately 6:00 p.m., Mayor George Proto, having established a quorum, called to order the Work Session of Town Council. In addition to Mayor Proto, present were Vice Mayor Bannon, Councilmen Bennett and Buchholz, and Councilwomen Natali and Sullivan. Councilman Brown was not in attendance. Also present were Town Manager Brent Manuel, Town Clerk Libby Hume, Planner Larry DiRe and Planning Commissioner Sandra Salopek. There were four members of the public in attendance.

Mayor Proto introduced Ms. Felicia Hart, community development director from the town of Front Royal, VA, who had over 35 years of Virginia Main Street experience working with over 25 Main Street communities.

Ms. Hart presented information regarding the Virginia Main Street program regarding the Four-Point Approach, Board make-up and a variety of items and issues for Council consideration. (Please see attached.)

There was some discussion regarding the following: i) A Board application would be developed and provided for Council review; ii) Board members needed to be prepared to work and be committed financially as well; iii) The Main Street program required ongoing local government support. Virginia Main Street lost good designated towns due to lack of support from their municipalities; iv) Affiliates could operate under the town's umbrella whereas designated communities must be their own 501C3. Main Street designated localities were also dependent on the municipal staff such as police officers, public works, etc. and it was difficult to coordinate efforts with a separate organization from the municipality; v) The Board needed to be appointed and have direct input regarding the hiring of the executive director; vi) Everyone needed to work together for the greater good of the community; vii) Start small with projects that people could see when accomplished such as cleaning up the downtown area, trash cans, working street lights, etc.; viii) Need a realistic work plan; ix) The marketing plan should be taken slow and thought through. There were repercussions for actions; x) The Board should consist of residents and owners of businesses in the town. Committees could consist of anyone wanting to participate in making a difference; and xi) The greatest benefit to the community was that the program helped bring the community together – business owners, property owners, non-profits, etc.

**Motion made by Vice Mayor Bannon, seconded by Councilwoman Natali, to adjourn the Town Council Work Session. The motion was approved by unanimous vote.**

The meeting adjourned at 7:40 p.m.

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Mayor Proto

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Town Clerk