

AMHERST TOWN COUNCIL
AGENDA – WEDNESDAY, APRIL 13, 2016

1. Call to Order in Town Hall (7:00 PM)

2. Moment of Silence

3. Citizen Comments

Per the Town Council's policy, any individual desiring to speak before the Council who has not met the agenda deadline requirement will be allowed a maximum of three minutes to speak before the Town Council. Any individual representing a bona fide group will be allowed a maximum of five minutes to speak before the Town Council. Placement on the agenda is at the Mayor's discretion.

4. Special Matters

A. Rock the Block Event - Debbie Habel

Mrs. Habel, from Amherst County Habitat for Humanity, has asked for the Council's endorsement of an event that would be held on the Town Square on May 21. Note that this is a different date and a slightly different event configuration from the one presented to the Town Council in December 2015. A suggested motion that would endorse this proposal with certain understandings is contained in the agenda package.

B. Public Hearing: Town Hall Sale

A public hearing on the sale of the Old Town Hall building at 186 S. Main Street has been advertised for this meeting. The Town Hall sales contract as negotiated and signed by Mayor Kilgore is contained in the agenda package. So there is no misunderstanding of the Council's intent and earlier approval, staff recommends that the Council "ratify" that document.

C. S. Main Street Christmas Decoration Project – Vernon Wood

An estimate for wiring that would support the installation of Christmas decorations along S. Main Street has been received. Messrs. Wood and Fore are working to clarify the specifics of the APCO proposal and it appears that they will be prepared to make a recommendation at the meeting. Staff suggests that it would be good to approve monies associated with this project at the earliest if the decorations are to be installed and enjoyed during the upcoming holiday season due to what can be long lead times for construction and delivery of the decoration units.

5. Consent Agenda

A. Town Council Minutes – March 9 and March 25, 2016 meetings

6. Correspondence and Reports

A. Correspondence

- i. Town Manager Monthly Report
- ii. Director of Public Utilities Monthly Report
- iii. Police Chief Monthly Report
- iv. Deputy Town Clerk Monthly Report
- v. Town Attorney Monthly Report

B. Finance and IT Committee - Mrs. Thompson

C. Public Safety Committee – Mr. Bumgarner

Minutes from the March 31, 2016 Committee meeting are contained in the agenda package.

D. Utilities Committee – Mr. Watts

E. Community Relations Committee – Mr. Higginbotham

F. Personnel Committee – Mr. Mozingo

G. Town Hall Renovations Committee – Mayor Kilgore

Items left to complete include the Council Chamber meeting room table and the sound and video surveillance systems.

7. Discussion Items

A. Walkability and Main Street Traffic Calming Study – Town Manager Jack Hobbs

Staff suggests the need to designate a group of interested individuals that would support the upcoming downtown pedestrian safety study. This would be a temporary steering committee that would serve as a sounding board for a VDOT-provided consultant who would lead this technical study after July 1. Committee members might be found from the Town Council, Planning Commission, IDA, chamber of commerce, the police department, downtown merchants and property owners, and other groups that might have an interest in the issue. As a way to move this forward, staff suggests that the authority to appointment such a committee could be delegated to the Mayor.

B. Presentation on Budget Proposal – Town Manager Jack Hobbs

An oral report on the Town Manager's budget proposal will be offered. Outstanding issues include the cigarette tax item, the sixth police department employee, and the purchase of body cameras. If the Council is comfortable going forward, the next step in the process would be to prepare for the usual and customary May public hearing.

C. Front Office Status Report – Town Manager Jack Hobbs

An oral report on the status of the Office Manager hiring process, preparations for the new employee and follow through will be offered.

D. Project Status Reports – Town Manager Jack Hobbs

Oral reports on the variety of projects outlined in staff reports can be provided as the Council desires.

E. Joint Meeting with Board of Supervisors – Town Manager Jack Hobbs

It appears that the best date for the Town Council to meet with the Board of Supervisors over dinner is on June 28. Staff has been working to develop a specific time and venue proposal for this activity and requests discussion on the matter during the meeting so that all arrangements can be set.

8. Matters from Staff

9. Matters from Town Council

10. Adjournment