



**MIDDLEBURG TOWN COUNCIL**  
**Regular Monthly Meeting Minutes**  
**Thursday, May 14, 2020**



**PRESENT:** Mayor Trowbridge M. Littleton  
Vice Mayor Darlene Kirk  
Councilmember Chris W. Bernard  
Councilmember J. Kevin Daly  
Councilmember Morris “Bud” Jacobs  
Councilmember Peter Leonard-Morgan  
Councilmember Philip M. Miller  
Councilmember Cindy C. Pearson

**STAFF:** Danny Davis, Town Administrator  
Martin Crim, Town Attorney  
Rhonda S. North, MMC, Town Clerk  
William M. Moore, Deputy Town Administrator  
Jamie Gaucher, Business & Economic Development Director  
Estee LaClare, Planning & Project Associate  
Julie Rivard, Finance Director/Town Treasurer  
A.J. Panebianco, Chief of Police

The Town Council of the Town of Middleburg, Virginia held their regular monthly meeting, beginning at 6:00 p.m. on Thursday, May 14, 2020. Due to Governor Northam’s executive orders prohibiting more than ten individuals from assembling and requiring that people social distance, the Council meeting was held remotely with the Mayor, Council and most of the staff participating from their respective homes.

Mayor Littleton explained for the viewing audience that it was the Council’s responsibility to conduct essential public business despite the COVID-19 pandemic; however, it recognized the need to do so safely, not only for its members but also for the Town staff and members of the public. He further explained that to that end, in accordance with the Council’s resolution declaring a local emergency and its ordinance implementing emergency procedures and effectuating temporary changes to address the continuity of governmental operations, the Council would hold its meetings via remote access until such time as the Governor rescinded his executive orders. Mr. Littleton advised the viewing audience that copies of the agendas were available on the Town’s website and that the meetings would be livestreamed and recorded for viewing on the website. He explained that anyone wishing to participate in the meetings during the public comment periods or the public hearings could do so by dialing (540) 339-6355. Mr. Littleton reviewed the process that would be utilized for the remote meetings.

Mayor Littleton led Council and those attending in the Pledge of Allegiance to the flag. The roll call was called at 6:01 p.m.

**Public Hearing**

**Right-of-Way Franchise Agreement – Segra**

Town Administrator Davis explained that Lumos Networks, doing business as Segra, was building a fiber network to connect the schools in the Loudoun County Public School System, including the Middleburg Community Charter School, as well as to serve other locations outside of town. He reminded the members that in order to work in the public rights-of-way, Segra was required to obtain a franchise agreement. Mr. Davis advised that they had a July deadline to complete the school’s fiber installation; therefore, the staff was recommending approval of the franchise, with Segra then submitting the necessary application to do the work. He reminded Council that while the Town

owned the rights-of-way, VDOT maintained them with the exception of Pinkney Street; therefore, Segra would have to get a permit from the Town for the work in that street. He opined that there was nothing negative about the aspect of their request to do work within the town limits.

No one spoke and the Mayor closed the public hearing.

*Councilmember Jacobs moved, seconded by Councilmember Daly, that Council approve AN UNCODIFIED ORDINANCE TO GRANT A TELECOMMUNICATION CONDUIT FACILITIES CONSTRUCTION FRANCHISE TO PERMIT USE OF PUBLIC RIGHTS OF WAY WITHIN THE CORPORATE LIMITS OF THE TOWN OF MIDDLEBURG, VIRGINIA for conduit construction and occupancy.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

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### **Public Presentations**

#### **Proposed Brewery East of Middleburg – Scott Buzzelli**

Mayor Littleton advised Council that Scott Buzzelli and his partners were looking to establish a brewery on Route 50 east of Middleburg. He further advised that they asked if they could give the Council a briefing on their project in order to explain their vision, get the support of the community, establish long-term relationships, and make sure their mission was complimentary to what Middleburg was trying to do. Mr. Littleton reminded Council that the presentation was for information purposes only, as there was no action to be taken by the Town.

Scott Buzzelli advised Council that he and Brian Yarnell owned adjoining properties and had a desire to create an environment for people to meet and socialize in a casual atmosphere. He further advised that they had been working on this project for a year and hoped to have the brewery open next spring.

Mr. Yarnell reported that he received some questions related to the project, which he would attempt to answer. He explained that they were proposing a farm brewery that would include event space and Air BNB rentals that would be operated out of the two existing homes on the property. Mr. Yarnell reported that he would manager the project, Rick Allison would manage the food service via a food truck and Jonathan Staples would be the beverage/farm manager. He advised that the timing of their opening was a little uncertain due to the coronavirus; however, they expressed hope to open in March 2021.

Mr. Yarnell explained that the property consisted of four parcels, two of which would serve as his and Mr. Buzzelli’s primary residences, with the remaining ten acres being utilized for the brewery project. He reported that the patrons would access the brewery through an entrance on Route 50. Mr. Yarnell advised that the project would consist of a taproom and brew house, totaling 3,000 square feet, and parking. He explained that the parking would cover one acre of land and would be set back approximately one hundred feet off Route 50. Mr. Yarnell opined that they would have 125-150 cars at any given time on the weekends during the peak season. He advised that their hours of operation would vary depending on the season, but would generally be 11:30 a.m. to 8:30 p.m. Mr. Yarnell expressed a desire to collaborate with the Town on how their project could facilitate things in town and vice versa.

In response to an inquiry from the Council, Mr. Buzzelli advised that he spoke with the owner of the Old Ox Brewery a couple of years ago. He opined that their project would complement Old Ox as people frequently liked to tour different breweries. Mr. Buzzelli advised Council that their project would be a micro-brewery, whereas Old Ox was a distribution brewery; therefore, they would complement each other. He noted that food would be a key aspect to their project.

In response to an inquiry from the Council, Mr. Buzzelli reported that they did not yet have a parking plan; however, it would not be on the fence along Route 50. He advised that it would be further back behind the trees, which would create a buffer. Mr. Buzzelli noted that the parking would be located toward the brew house so it would be a short walk for the patrons.

In response to an inquiry from the Council regarding the parking, Mr. Buzzelli reported that the parking lot would not be right on Route 50, as this was the location of their existing greenfield. He advised that they envisioned it would be along the row of trees on the right side of the property so they would create a buffer. Mr. Buzzelli noted that this location would also allow their patrons to easily access the brewhouse. He advised that they would not want their patrons to see a sea of cars from their seats; therefore, they would probably have a fifty space parking lot close to the brewery, with the remainder being pushed to the back of the property.

In response to an inquiry from the Council, Mr. Buzzelli advised that they were not required to have a commercial entrance; however, they felt one was needed from a safety perspective. He expressed hope that patrons would enter through the farm entrance and exit through the commercial entrance.

In response to an inquiry from the Council, Mr. Yarnell noted that he and Mr. Buzzelli were the immediate neighbors to the project. He confirmed his next immediate neighbor was aware of it and did not have a problem with the project. Mr. Buzzelli advised that the neighbor on his side of the property was a long way away from it.

In response to inquiries from the Council, Mr. Yarnell reported that they would brew some of the beer on the site and would collaborate with Vanish Farmwood Breweries to bring in the rest. Mr. Buzzelli reported that they would offer an eight-item menu that would consist of two standard items and six tapas style items that would rotate every sixty days, with the cost per plate ranging from \$8-12. He confirmed they would not offer meals.

Council noted that brewing was a very water intensive operation. They questioned how Messrs. Buzzelli and Yarnell planned to secure their water and what their plans were for the waste from the operations.

Mr. Buzzelli reported that they must drill a commercial well and would abandon the existing one. He noted that it would be a significant well that would serve the brewery, as well as his residence. Mr. Buzzelli advised that the waste was the larger concern and reported that they would utilize a system that would contain multiple large tanks that would regulate the flow of the waste into the drain field. He advised that this was the reason they were only producing approximately one-third of their product on site, with the remainder being produced in an off-site warehouse.

In response to inquiries from the Council, Mr. Yarnell advised that the number of parking spaces that would be offered would be based on aesthetics and market demand; however, they were only looking to use one acre for parking at this time.

Mayor Littleton acknowledged that the Loudoun County Health Department approved the well and septic system for the project; however, he questioned whether the new well would impact Middleburg's recharge area for its wells.

Mr. Yarnell advised that he could not answer the question as it was something that someone with a technical background would need to address.

Town Administrator Davis noted that the Town was looking at the hydrology studies with regard to the proposed Banbury Cross Reserve Project. He opined that based on the distance and the number of bodies of water separating the town from this property, the impact would likely be minimal.

In response to an inquiry from the Council, Mr. Yarnell advised that the exact maximum number of parking spaces that would be created was unknown at this time. He opined that it would be a balance as they would need to maintain the aesthetic appeal of the site and suggested up to two acres could be used for parking in the future.

Mr. Buzzelli advised that if the demand was for greater parking, they would work with the Town to determine how they wanted it screened so they could enhance the aesthetics, recognizing that this would be on the gateway to Middleburg. He invited the Council to contact him in the event any of the members wished to walk the property.

### **Staff Reports**

Town Administrator Davis reported that despite a backwash issue, Well 4 was working well. He advised that the backwash was stirring the water in the main, which was discoloring it; and, noted that the Town would do a proactive flush before each backwash until the issue was resolved. Mr. Davis reported that the repairs had been completed and the wastewater treatment plant was again operating at full capacity.

Town Administrator Davis reported that with regard to economic development, approximately twenty Middleburg businesses applied for the County's Business Interruption Grants, with the Byrne Gallery receiving one of them. He advised that they were very appreciative and noted that Business & Economic Development Director Gaucher assisted them in developing their grant application. Mr. Davis reported that the Board of Supervisors were talking about doing another round of business interruption grant awards and encouraged the businesses to keep their eyes open for that.

Town Administrator Davis reported that the Farmers' Market would contain twelve vendors this coming weekend. He noted that new signage was being created to direct traffic to the new temporary location in the National Sporting Library & Museum's rear parking lot. Mr. Davis reported that the market was both drive-through and pedestrian friendly. He noted that the parking lot created separation of the vendors and customers.

Town Administrator Davis reported that the May Planning Commission meeting was cancelled; however, they would likely meet in June.

In response to an inquiry from the Council, Business & Economic Development Director Gaucher reported that the contact information for the Farmers' Market vendors was listed on the Town's website, as well as on social media. Town Administrator Davis reported that the staff was also promoting the Farmers' Market through the eNewsletter.

Council suggested that in order to encourage patrons to pre-order, it would be helpful to advertise what the vendors would be bringing to the market each week.

In response to an inquiry from the Council, Town Administrator Davis reported that the resin was flushed from the system at Well 4, which appeared to address the issues.

In response to an inquiry from the Council regard the possibility of bacteria being in the system of large users that may be closed, Town Administrator Davis confirmed that if the water sat in a lateral too long, it could stagnate. He advised that the Salamander Resort was cycling their water through the system. Mr. Davis noted that even with this, they have not been using enough water to cycle the water in the twelve-inch main; therefore, IES was flushing it once a week.

In response to an inquiry from the Council, Town Administrator Davis reported that Reggie Cooper, the General Manager for the Salamander Resort, indicated they planned to re-open in mid-June, depending on the Governor's orders. He noted that Mr. Cooper expressed hope for a strong demand for reservations once they re-opened.

### **COVID-19 Update**

Mayor Littleton noted that the Governor ordered a delay, until May 28<sup>th</sup>, in the implementation of Phase 1 in the Northern Virginia area. He opined that the order created some confusion as some people did not believe it applied to towns, including Middleburg. Mr. Littleton confirmed it covered the four listed counties, as well as the towns located within them.

Town Administrator Davis reported that the Governor issued an amendment to his order earlier in the day to add the City of Richmond and Accomac County to the list of localities that would not implement Phase 1 until May 28<sup>th</sup>. He advised that he added the phrase “including all towns therein” to the amended order.

Mayor Littleton reported that during the COLT meeting held earlier in the week, the members asked Chair Randall to give as much lead time as possible to people on any type of changing decision. He reminded Council that whether Phase 1 was implemented on May 28<sup>th</sup> would depend on the data that was available at that time and noted that it could be pushed out further if the infection numbers got worse.

Council noted that Supervisor Buffington encouraged the Governor to allow Western Loudoun County to open.

Mayor Littleton noted the need for the Governor to be clear on the boundaries and opined that it was easier to draw them based on a jurisdiction’s boundaries. He further opined that there should not be two sets of rules for an area to enforce and advised that the reality was it was not practical. Mr. Littleton suggested there was no good solution. He opined that it was important for the members to speak in a unified voice.

Mayor Littleton announced that the Virginia Supreme Court approved Middleburg’s petition to move the Town elections to June 4<sup>th</sup>. He encouraged residents to vote via absentee ballot and noted that the deadline to apply for an absentee ballot was May 28<sup>th</sup>.

Town Administrator Davis noted that residents could vote by absentee ballot in-person at the General Registrar’s office through May 30<sup>th</sup>.

Mayor Littleton advised Council that the County Board of Supervisors would vote next week to accept the money from the CARES Act; and, noted that they were working to identify a method for apportioning it to the towns.

Town Administrator Davis reported that the County staff recommended the money be allocated based upon town populations. He advised that because Middleburg was business heavy, the population formula did not capture its General Fund expenditures. Mr. Davis noted that some of the larger towns had less of an impact on their revenues and less outlay due to the COVID virus. He explained that this was because Middleburg had a Police Department and a large business economy. Mr. Davis suggested the Council consider authorizing the Mayor to send a letter requesting a different metric be used, such as one based on General Fund or business license revenues. He advised that under the population metric, Middleburg would receive \$74,000 and Lovettsville would receive \$187,000 even though Middleburg’s budget was larger. Mr. Davis noted that the County was also proposing to use \$5.7 million of CARES Act funding to provide for another round of business interruption grants.

Town Administrator Davis reported that he would continue to share information as it was received from the Governor. He noted that the staff had heard concerns about the crowds that were occurring in Middleburg on the weekends and advised that the Police Department would be cordial but would ask that people respect the guidelines on social distancing.

Town Administrator Davis reported that Business & Economic Development Director Gaucher was continuing to work with the businesses on funding opportunities that may be available.

Town Administrator Davis reported that the up to \$200 credit was applied to the May utility bills. Mr. Davis explained that the system was not set up for these types of credits, thus they did not show on the bill even though they were applied. He advised that the amount due was correct.

In response to an inquiry from the Council, Town Administrator Davis reported that based on the Council’s approval, the credit was limited to the May utility bill.

Councilmember Daly commended the members of the Police Department on a job well done in dealing with the public during the COVID-19 pandemic. He noted that they would be nice and would educate people on the need to social distance as Middleburg continued to be in Phase 0. Mr. Daly reported that the Police Department was continuing operations as normal as possible and wore personal protective equipment when necessary. He noted the signage at the town entrances that encouraged people to social distance and to limit their groups to no more than ten individuals. Mr. Daly opined that the Town was not seeing many violations. On behalf of himself and Chief Panebianco, he commended the residents and visitors on doing their part to keep everyone safe.

Council requested that the Town Administrator follow-up with the County Board of Supervisors to ask that they use another metric for the distribution of the CARES Act funding. Town Administrator Davis advised that he would work with the Mayor on it.

In response to an inquiry from the Council, Town Administrator Davis suggested that if a water customer did not want to accept the \$200 credit, they could give money to a non-profit or the staff could find a way to reverse the credit so they could pay the utility bill. Council suggested that rather than reversing the credit, the staff place the money in the Health Center Fund as a donation.

**Consent Agenda**

Town Clerk North advised Council that Councilmember Bernard has asked that he be removed as the representative on the VML Community & Economic Development Policy Committee.

- (A) Approval of Council Meeting Minutes – April 23, 2020 Regular Meeting
- (B) VML Policy Committee Appointments

*Councilmember Bernard moved, seconded by Vice Mayor Kirk, that Council adopt the consent agenda as proposed, with the exception of removing Chris Bernard from the VML Economic Development Policy Committee.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

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**Staff Reports** (continued)

**Town Revenues** – FY '20 and FY '21

Town Administrator Davis reported that seventy percent (70%) of the Town's General Fund revenues fell into the vulnerable revenues' category. He opined, based on data provided by ODU, that this was the highest in the Commonwealth; therefore, Middleburg experienced the largest impact of all towns due to the COVID-19 pandemic. Mr. Davis reported that Middleburg's Transient Occupancy Tax (TOT) revenues were up by 12% at the end of the second quarter, which off-set the losses in the third quarter. He opined that the major impact in TOT revenues to the FY '20 Budget would come in the fourth quarter. Mr. Davis reported that because the bank franchise taxes and the business license tax revenues were higher than budgeted, the meals and TOT revenue losses would be off set. He reminded Council that the FY '20 budget contained \$300,000 in contingency reserves that were not spent, which would make up for any additional losses. Mr. Davis opined that the Town would end FY '20 essentially on budget.

Town Administrator Davis reported that the more important impact would be to the FY '21 Budget and advised that those projections changed daily. He noted that the staff was relying on multiple sources for information to help formulate the projected effects on the budget and prepared multiple scenarios for Council's review. Mr. Davis reported that the Finance Committee of the County Board of Supervisors recently held a discussion of their TOT

revenues and advised that their projections were in line with Middleburg's. He advised that depending on the severity of the pandemic, the projections for FY '21 were a loss of \$250,000-\$1 million in General Fund revenues. Mr. Davis reminded Council that the staff previously identified ways to make up for the loss, the most notable was the debt for the Town Hall Project, which may not be needed in FY '21, and the construction of a maintenance shed, which could be delayed.

Council asked that the staff continue to update them on the budget impacts as the Town entered the first quarter of FY '21.

In response to an inquiry from Council, Town Administrator Davis reported that the Town had \$6.6 million in General Fund reserves based on the FY '19 audit report. He noted that this equated to two hundred percent (200%) of General Fund expenditures.

**Action Items** (non-public hearing related)

**Council Approval** – COLA & Merit Increase – FY '21

Town Administrator Davis reminded Council that when they held their budget discussion in April, the staff identified some items that should be frozen in the FY '21 Budget due to the COVID-19 pandemic. He further reminded them that they asked that a discussion of the 3% COLA and merit increases for the employees be returned to them at this time. Mr. Davis noted that the fiscal impact was \$58,000. He advised that as requested, he reached out to other jurisdictions and determined that a few of them, including Loudoun County and Leesburg, froze their increases until November/December and that some of the smaller towns, other than Purcellville, were moving forward with them. Mr. Davis noted that Warrenton was not granting increases due to other issues.

The Council noted that many residents were staying at home to avoid the virus; and, acknowledged that they were relying on the Town's employees. They thanked them for their hard work.

Town Administrator Davis expressed appreciation to the members of the Police Department and the front counter team who had to interact with the public, as well as to the employees who had to learn to telework during the pandemic.

*Vice Mayor Kirk moved, seconded by Councilmember Pearson, that Council authorize the expenditure of staff compensation increases and merit increases as appropriated in the FY '21 Budget, effective July 1, 2020.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

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**Discussion Items**

**Town Grant Policy**

Town Clerk North reported that the sub-committee met and made a recommendation to the Council regarding the adoption of a grant policy. She noted that it included a number of components including the policy itself, the grant application, a checklist that would be used for the review of the grant applications and a memorandum of agreement

for those applications that were successful. Ms. North noted that the Council also had a summary of the grants awarded by the Town since 2017. She advised Council that the policy contained most of the information related to the new process and reviewed its contents.

Town Clerk North reminded Council that towns were only allowed to give grants/donations to nonprofit organizations or institutions of higher learning. She noted that the policy made any grants contingent upon the availability of funding. Ms. North advised that under the policy, grants would be start-up funding only for a three-year period; and, noted that this would apply to everyone, including those organizations who have received grant funding in the past. She further noted that the applicants would have to provide a sustainability plan. Ms. North advised that under the policy, no more than one grant would be awarded annually per organization, with the amount being limited to a maximum of \$5,000.

Town Clerk North advised that under the policy, sponsorships would be limited to \$2,000, except for Christmas in Middleburg and the Middleburg Film Festival, which would be \$10,000 and \$15,000, respectively. She noted that it was recommended that sponsorships be approved by the Town Administrator, upon the recommendation of the Business & Economic Development Director.

Town Clerk North reviewed the proposed process for a grant application. She advised that the applications would be submitted to and reviewed by the Business & Economic Development Director for completeness, with incomplete applications being returned to the applicant. Ms. North advised that once deemed complete, the application would be forwarded to the reviewing committee, who would make a recommendation based on the identified grant evaluation criteria, for the Council's consideration.

Town Clerk North noted that there would be an opportunity for a special circumstance award for an extremely unusual situation. She advised that these requests would follow the same grant review process unless the Council granted a waiver.

Town Clerk North reviewed the proposed deadlines for the grant application process. She advised that if a grant was awarded by the Council, the applicant would be required to enter into a memorandum of agreement with the Town, which would identify the organization's obligations to the Town, such as to use its marketing logo and to use the grant funds only for the purpose for which they were awarded, otherwise they must be returned.

Town Clerk North suggested that if the Council was comfortable with the recommendations, this item could be placed on the May 28<sup>th</sup> agenda for approval, which would give the staff a month to get everything set up before the new process became effective on July 1<sup>st</sup>.

Councilmember Jacobs advised that the recommended budgeted amounts were based upon the history of the donations given by the Town. He noted that the sub-committee was also recommending the Fourth of July Celebration become an official Town event, with the Town contracting with the Middleburg Community Center to manage it. Mr. Jacobs advised that under the new process, applicants would also be required to provide a copy of their most recent audit or their IRS Form 990 to ensure greater transparency.

Councilmember Pearson thanked Town Clerk North for all the work she put into developing the policy recommendation. She noted the need to educate the public on it once adopted.

The Council held some discussion as to the recommended budgets for the grants and sponsorships.

The Council noted that the policy contained a lot of details and treated everyone the same, except for a couple of the larger events in town. They opined that the sub-committee did a great job in developing it and suggested it be adopted during this meeting.

Mayor Littleton opined that the policy was consistent, repeatable, and defensible. He noted that it provided objectives the Town could stand behind. Mr. Littleton asked that former grant applicants be notified of the changes.

*Councilmember Daly moved, seconded by Councilmember Miller, that Council adopt a Resolution Adopting the Policy Pertaining to Town Grants and the Purchase of Sponsorships. Councilmember Daly further moved, seconded by Councilmember Miller, that Council direct the staff to take the necessary actions to implement the policy on its effective date of July 1, 2020.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

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Mayor Littleton called for a five-minute recess at 8:03 p.m. He called the meeting back to order at 8:08 p.m.

#### Status of Fourth of July Celebration

Town Administrator Davis advised Council that he had been in discussions with the Middleburg Community Center, as well as his regional colleagues, regarding summer events. He reported that the County was leaning toward delaying their Fourth of July activities, as were other jurisdictions to the east. Mr. Davis reminded Council that Phase 2, which was the phase the State would likely be in at that time, would still limit the gathering of people to no more than fifty (50). He advised that he wanted everyone to enjoy the Fourth of July holiday; however, he expressed concern that this could result in a gathering of people that would be difficult to manage and that could create a public health issue.

After considerable discussion, the Council agreed to not hold a fireworks display on the Fourth of July due to public health concerns. It was noted that the deposit on them was non-refundable; however, it could be applied to an event later within the year. The Council agreed to pursue an alternative date for the fireworks display, such as to coincide with Oktoberfest or on New Year's Eve.

The Council noted the need to give the residents some sign of hope and to do something that was uplifting. They directed the staff to return during the May 28<sup>th</sup> meeting with a proposal of other activities, such as the ringing of church bells or a fire truck ride-by/parade, that could be done that would be for the residents only and that would not draw people to Middleburg.

#### Request for Consideration of Boundary Line Adjustment – The Hill School

Town Administrator Davis reminded Council that The Hill School's property was divided by the Town/County boundary line. He further reminded them that there were some properties on Landmark School Road that were on Town water. Mr. Davis reported that The Hill School and the other property owners formally submitted a request to be annexed into the Town limits. He recommended the Council authorize the staff to review the request and develop a report on the process for doing an annexation/boundary line adjustment. Mr. Davis noted that this would not be an analysis, but rather would be a report on what it would take to pursue such an adjustment, including the cost, as well as the implications of doing so.

Treavor Lord, Head of The Hill School, advised Council that The Hill School's property consisted of one hundred forty-eight acres, approximately half of which were in Fauquier County. He further advised that the portion that was in Loudoun County was divided in half by the Town/County boundaries, with the majority of the buildings being in Town. Mr. Lord noted that the gymnasium was bisected by the boundary. He asked that all their property that was in Loudoun County be included in the Town limits.

Mayor Littleton noted that he reached out to Blue Ridge District Supervisor Tony Buffington, who had no concerns about a boundary line adjustment. He advised that Supervisor Buffington would support this effort.

In response to an inquiry from the Council, Town Administrator Davis confirmed that while on Town water, the properties that were located on Landmark School Road were not on Town sewer. He opined that this would be an opportunity to get them to connect as failing septic systems were a challenge for the Town. Mr. Davis noted, however, that the boundary line adjustment would not require immediate connections.

The Council agreed this was worth pursuing. They noted that it would provide an opportunity to close the wells on The Hill School property.

Town Administrator Davis advised Council that he would work with the Town Attorney to identify the legal aspects of a boundary line adjustment and the Deputy Town Administrator to identify a schedule. He advised that he would return with an overview on May 28<sup>th</sup> for the Council's consideration.

### **Information Items**

#### **Status Report** – Restaurant Take-Out Voucher Program

Town Administrator Davis reported that this program was doing well and advised that three restaurants that were previously closed – Cuppa GiddyUp, The Upper Crust and Market Salamander – have re-opened and were participating in the program. He opined that the number of vouchers that have been used to-date was not accurate as many of the restaurants had not turned theirs in yet. Mr. Davis noted that the restaurants were slammed the end of April as residents tried to use the vouchers before they expired. He opined that this program had given some residents the opportunity to connect with restaurants they had not previously connected with or that they had not connected with for some time.

#### **Status Report** – Retail & Support Business Program

Town Administrator Davis reported that twenty-two businesses signed agreements to participate in this program. He advised that Business & Economic Development Director Gaucher had begun receiving reports from the businesses. Mr. Davis reported that Mr. Gaucher was tracking the reports, confirming the businesses were marketing the Town and, once confirmed, providing Town Treasurer Rivard with the information to issue payments. He opined that the program was going well.

### **Discussion Items** (continued)

#### **Status of Fourth of July Celebration** (continued)

Councilmember Bernard suggested the Town purchase large American flags and fly them on the Town's water towers. He further suggested they be flown for the duration of the COVID-19 pandemic. The remainder of Council agreed to this suggestion.

Town Administrator Davis advised Council that he would check with the Town's water tower vendor to ensure the water towers could hold a flag from the standpoint of structural integrity.

### **Closed Session** – Property Acquisition

*Councilmember Miller moved, seconded by Vice Mayor Kirk, that Council go into closed session as authorized under Section 2.2-3711 of the Code of Virginia for the discussion or consideration of the acquisition of property for a Town Hall Building as allowed under Subsection (A)(3). Councilmember Miller further moved, seconded by Vice Mayor Kirk, that Council thereafter reconvene in open session for action as appropriate.*

Vote: Yes – Councilmembers Kirk, Bernard, Daly, Jacobs, Leonard-Morgan, Miller and Pearson

No – N/A

Abstain: N/A

Absent: N/A

(Mayor Littleton only votes in the case of a tie) (by roll call vote)

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Mayor Littleton asked that Council certify that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting, which the members so did. He reminded those present for the closed session that any discussion that occurred within it should be treated as confidential.

There being no further business, Mayor Littleton declared the meeting adjourned at 9:09 p.m.

APPROVED:

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Trowbridge M. Littleton, MAYOR

ATTEST:

\_\_\_\_\_  
Rhonda S. North, MMC, Town Clerk

## May 14, 2020 Middleburg Town Council Meeting

**(Note: This is a transcript prepared by a Town contractor based on the video of the meeting. It may not be entirely accurate. For greater accuracy, we encourage you to review the video of the meeting that is on the Town's website – [www.middleburgva.gov](http://www.middleburgva.gov))**

**Bridge Littleton:** I'm going to call the May 14th meeting to order. First item is to read the announcement regarding remote meetings. It is the Middleburg Town Council's responsibility to conduct essential public business, despite the Covid 19 pandemic. However, it recognizes the need to do so safely. Not for not only its membership, but also for the town staff and members of the public. To that end, in accordance with the resolution confirming the declaration of a local emergency and the ordinance to implement emergency procedures and effectuate temporary changes to address continuity of governmental operations during Covid 19, the town council will hold its meetings, via remote access until such time as the governor rescinds his emergency order prohibiting the gathering of more than 10 individuals and mandating social distancing. Copies of previously reference documents are available on the town's website for those who wish to view them. The town will continue to livestream recordings of its public meetings, which are available for viewing along with the meeting agenda packet on our Web site at [MiddleburgVA.gov](http://MiddleburgVA.gov). Members of the public who wish to participate in the meeting during the public comment periods or to speak during a scheduled public hearing may do so by dialing 540-339-6355. You will be placed on mute until such time as public comment or public hearings periods are open. While the meetings are being held remotely, the council will offer two public comment periods, one at the beginning and one at the end of the meeting. As usual, speakers must identify themselves and their address when called upon, and will be limited to three minutes to ensure trust in the process. The town clerk will ask the council to do a roll call at least once an hour. In addition, I will ask each member by name if they have any comments or questions related to each item as we proceed. All votes of the council will be taken by roll call. The town clerk will announce their name with the individual stating how they vote. All right. And again, to avoid the echo and not synching up, I will simply recite the Pledge of Allegiance for everybody and then we can start with the meeting. [Pledge of Allegiance]. Ok. Next item is we will do the roll call. And what I'll do is I'll call your name and then just do your roll call. So I'll go first. Bridge Littleton. Darlene.

**Darlene Kirk:** Darlene Kirk. Here.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Cindy Pearson. Here.

**Bridge Littleton:** Bud.

**Bud Jacobs:** Bud Jacobs.

**Bridge Littleton:** Kevin.

**Kevin Daly:** John Kevin Daly.

**Bridge Littleton:** Chris.

**Chris Bernard:** Chris Bernard.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Peter Leonard-Morgan.

**Bridge Littleton:** And Philip.

**Philip Miller:** Philip Miller. OK.

**Bridge Littleton:** Next item is public comment. We will now open the session for public comment. If a member of the public would like to address the council on any specific matter, they can do so for up to three minutes. Rhonda, as of as of this moment. Do you have anybody wishing to speak for public comment?

**Rhonda North:** The only folks that I have on the line are applicants for specific agenda items.

**Bridge Littleton:** Ok, so we will close the public comment session and move on to the public hearing. Danny, do you want to give us an overview?

**Danny Davis:** I could take it real briefly and then Mr. Crim is on the line if we need any questions in terms of the actual ordinance itself.

**Bridge Littleton:** You know. Hey, Danny, before you do that, I forgot. You and Rhonda need to do the roll call as well. So, Danny, you go first.

**Danny Davis:** Sure. Danny Davis, town administrator.

**Rhonda North:** Rhonda North, town clerk.

**Bridge Littleton:** Go ahead, Rhonda.

**Rhonda North:** Rhonda North, town clerk.

**Bridge Littleton:** And Martin I believe you need to do a roll call too.

**Martin Crim:** Martin Crim, town attorney.

**Bridge Littleton:** Okay, great. All right. Danny, as you were saying.

**Danny Davis:** Thank you, Mr. Mayor. And the item in your packet lays out briefly the purpose of this public hearing. Lumos Networks, which we referred to as SEGRA, is building a fiber network to connect all of the Loudoun County public school facilities within Loudoun County together to include the charter school here in the town limits, as well as running their cable through the town to reach other locations outside of the town and to work within the right of way requires a franchise to permit that public utility work. I would note that. I apologize, they have begun work, but then are currently on pause. They have a deadline to complete this for the school system by July. So the request would be to permit them to grant the ordinance in the franchise and then permit them to submit the application as necessary and then continue forward in finishing this project. I would note that, as you all know, that the right of way here in town is technically owned by the town and the majority of every piece of right of way in town is maintained by VDOT. One primary street that would not be maintained by VDOT currently, as you all know, is Pinkney. And that is where some of this activity has occurred to date. So we would require them to get a permit to work within the right of way. That's not maintained by the VDOT, but is maintained currently by the town. So that is just one quick little quirk of of this whole project. But all in all, there is, from our perspective, no negative aspect of the request for them to do this work within the town limits.

**Bridge Littleton:** Okay, great. Was there any other input, Danny, from Will or anyone else? Or Martin?

**Danny Davis:** We're going to unmute them. Sorry. Martin, anything else that I've missed or you need to cover?

**Martin Crim:** No, I think you've covered it. This is a routine action and we borrow the form from the town of Culpeper.

**Bridge Littleton:** That probably means it's got a lot of problems. [Laughter]. Ok, so, Danny, I know we have some folks from SEGRA on the line, but I mean, I think it's clear to me and, you know, do we just want to move forward with the public hearing?

**Danny Davis:** I think that'd be just fine.

**Bridge Littleton:** Ok. So let's move forward with the public hearing. I'll now open a public hearing if anybody wishes to address town council on the matter of the application. OK. We will now close the public hearing. Does anybody from council and what I'm going to do is like what we did last time. I'll just read off your name if you have a comment. By all means, say something. If not, we'll just go on to the next person and then we'll we'll proceed. Peter, any input? You might need to come off mute.

**Peter Leonard-Morgan:** Yeah, sorry, I got issues here. No, no input right now. Thank you.

**Bridge Littleton:** Ok. Philip.

**Philip Miller:** No input.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** I look forward to them being finished quickly because the noise of the truck running all day is something to hear when you're sitting at home all day. But look forward for them being done.

**Bridge Littleton:** Why don't you step out there and give them a hand?

**Cindy Pearson:** Yeah, I could do that.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** Nothing to add.

**Bridge Littleton:** Chris.

**Chris Bernard:** I'm all set.

**Bridge Littleton:** Bud.

**Bud Jacobs:** No input. Thank you.

**Bridge Littleton:** And last but not least, Kevin Daly.

**Kevin Daly:** Negative input.

**Bridge Littleton:** OK. Would somebody like to read the motion?

**Bud Jacobs:** I could read it, if you like.

**Bridge Littleton:** I would love for you to read.

**Bud Jacobs:** I move that the town council approve an uncodified ordinance to grant communication conduit facilities construction franchise to permit use of public rights of way within the corporate limits of the town of Middleburg, Virginia, for conduit, construction and occupancy.

**Kevin Daly:** Second.

**Bridge Littleton:** Any further discussion? All right. All those in favor say. Hold on. Actually. Rhonda?

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Motion passes. Thanks, everybody, for all the help getting this done. And I think the folks at SEGRA, I think we're good to go. And appreciate you calling in. OK. Right off the agenda. Give me one second here. Too many windows are open. Sorry, I lost the agenda. Got to pull it back up here real quick. Ok. There we go. All right. Next item is any special recognition, none of that. Public presentation. OK, so this is a public presentation on behalf of or from a group that's putting together a brewery project east of Middleburg on Route 50. Danny can go into the, I guess, Danny, you don't actually have a memo with this, right?

**Danny Davis:** We just have a couple of brief overviews from from from the applicant. Information from the property.

**Bridge Littleton:** Ok. Yeah. So. So just a quick, I guess. I'll do it real quickly. Just a quick background. So, Scott Buzzelli and his partners are working on establishing a brewery east of town on Route 50. Pretty near where Greenhill Winery is and they had given me a call and would like to just sort of give the council a brief and a download on what their plans are, what they're thinking of doing, where they are. The vision they have for the establishment and really to, you know, get that buy in and support the community. Look at how we could develop long term relationships for mutual success and benefit and all that stuff and and also make sure their vision, you know, is complementary with all the things we're trying to do in town. You know, Middleburg is we are the borders, but it's it's a bigger community beyond the borders. And so they provided some read ahead material. And I believe, Scott, you're on the phone right?

**Scott Buzzelli:** I'm here, sir.

**Bridge Littleton:** OK, great. Is there anybody else or is it just gonna be you?

**Scott Buzzelli:** No, Brian's going to do most the talking. I'm going to give you a brief overview but Brian is going to be the operator and lead on this. So once I give you a little hello and stuff, I'm going to pass it over to Brian to sort of give you more details and answer questions.

**Bridge Littleton:** Ok, great. Yeah. So I think that's the idea here. Let them go through their presentation and outline, you know, what their plans are and how they envision to make this a success. And then we can go into Q&A from there. Again, this is an informational thing only. There's no action by council. There's nothing to be approved. Again, the start of the conversation of a beneficial relationship. So, Scott, with that, we'll hold all the questions till the end and we'll turn it over to you.

**Scott Buzzelli:** Thank you very much. I want to thank you for having us or taking your time. And the Council Members for being there as well. Just to give you a little history on me, on me and Peter, the owners of [Inaudible] Middleburg real estate. We've been out here for I've been out here since '95, but I've been in business since around 2005 and we love our town, we love our neighborhood. This whole project for me has been on my heart for several years prior to them even approving Lightfoot Brewery in Loudoun County. I've spent several times talking to Jamie about sort of what Middleburg wants to be as far as a tourist or agro tourism business. And I have a desire to create a space and an environment where people can meet, socialize, talk in a casual outside atmosphere and I have a passion for a variety of things that go along with breweries. My neighbor Brian, who has been there for the latter part of five years, he came for a couple about a year ago having a passion for a similar project. More on the marketing and idea thoughts. And we put our heads together. And since he's my neighbor and we have these adjoining properties, we've been working on it for about a year now and we're pretty close, maybe another six months off. And then the goal would be, of course, to open next spring. So anyway, with that, I want to thank you for the time. And I'm going to punt over to Brian to sort of get him some more of the details, the visions of things. But I would be here for any kind of questions after that as well. Brian?

**Brian Yarnal:** Sounds good. Ok, Scott, and thanks everybody for making the time to hear about their project. Before I dive into the details, could you just confirm that you all do have. There's a four page agenda attachment that I had submitted. I just want to walk through that. And I just want to make sure you all have it to refer to. Yeah, I've got it. OK, well, with that then what I'd like to do is simply walk through this project. I'm not going to reread all this, but that's what we had sent in, sort of addresses the the who, the what, the when, the where of our project. And in addition, we've received a few questions already. I'd like to address those questions and provide some answers. And then at the end, as Bridge indicated, we'll field any questions that you that you may have. So with that being said, if you want to look at the agenda packet, first item is simply what is planned. We're looking at a farm brewery project, agritourism project. It will have an event, space and Air BnB that are will be used to operate out of the two existing homes that are on the property. And again, this is east of Middleburg on a property that's been Scott's primary residence since 2005. As far as the who. Who's involved in this? Well, it's Scott and myself. We are the owners of this project. Both residents of Middleburg for 10 plus I think it's actually fifteen plus years. And we will live on properties that adjoin this project. My role, I will be the managing the project daily and from an operations standpoint as my full time job. We're excited to have two operational partners, local to Loudoun County and local to here Middleburg. So Jonathan Staples and Rick Allison are both on board with our project. Jonathan is the owner of Vanish Farmwood Brewery in Lucketts, and he's going to manage all beverage production and oversee any farming that we'll do on site. And Rick, many of you probably all know the owner of the Oyster Bar and he'll manage all food service on site, via food truck. So we're excited to have them as operational partners. I think that'll provide a great avenue and a path for us. So when when is this all going to happen? Well, certainly, given the current business environment, with corona virus, the timing is uncertain. Scott and I are eternal optimists, though, and think that we should be able to get renovations and construction underway later this summer and that should be adequate amount of time to allow for an opening in March of 2021. That sort of brings me onto the where now, so that if you want to move on to the next page in the attachment, there is a there's a batch of four parcels that make up this project. Two of the parcels, again, as I indicated, are primary residences. And so the parcel to the north is Scott's primary

residence. The parcel to the south west is my primary residence. And then the two parcels to the lower right corner, that's 10 acres that will make up our brewery project again to further orient yourself. The road at the bottom is Route 50. And this is where all the customers we envision will access the property. We have worked with VDOT already to confirm that there is adequate sightlines and there are no safety issues with having an entrance here. And they concur with that and have issued us a commercial entrance permit for this for this project. Again, just continuing to flip through the attachment. The next page indicates to just aerial photos that you can get a better idea of the wide angle view at the top has my particular property highlighted. The brewery parcel is immediately to our east and Scott will be living immediately to the north. You can see there's no other residences that abut this this project. And if you follow the next to the next picture down, that's simply a zoomed in aerial photo of the parcels that will make up this project. I want to draw your attention right to sort of the concrete pad structure that's in the center. That's an existing garage that will be renovated and expanded to create our brewhouse and taproom. The field to the right side of this photo will be where we envision parking running along that easternmost border where there's a band of trees separating our property from Loudoun County Park Land. And lastly, again, we will field questions once we've been through all the attachments is simply a rendering of what we envision, the taproom and brewhouse to look like. The structure to the far left is is the same footprint as the existing garage, even the patios that are there shown in this picture, they are in existence today. The connecting structure and then the larger building will be added, bringing a total square footage somewhere just over 3000 square feet. That's what we envision. So with that walked me through the attachments that we had provided for today. Some questions that we received. I have three questions in particular. I'll read those and then address the answers. One was simply, how close will the parking and facility be to Route 50? You can see from the photo at the bottom of the second of the third page, that's where it the brewhouse would be located. And then the parking is envisioned along the far right side of the property. And the immediate frontage, Route 50, is actually the existing greenfield of the house. And so we won't have there's probably a 100 foot set back there. So I would not envision parking being right up against the road. Rather, it'll be back further on the property. And I'd say the second question was, what is the capacity of the parking lot expected to be? How many visitors a day are we expecting on weekends? Do you envision making initially one acre of parking? When we open, that's approximately room for 125 to 150 cars. We do expect the weekends to be our peak operations and we'd expect probably a few hundred people throughout the course of a day. We are very concerned about the appearance and want to make sure that we only add additional parking if needed and so that we don't overbuild anything. And also in areas that preserve the aesthetics of the property as a property already looks very nice and as a sort of a gateway property to the park. My third question that we have received is what are the intended hours? We do expect this to vary seasonally, but I'll just answer that sort of generically saying probably 11:30 to 8:30 daily. There's most likely going to be a day off each week and certainly during the winter months, I don't think it will be open as late. And if the hours may vary depending on an event that may be hosted on site. And I think lastly, I would like just to entertain a discussion of collaboration with the town council. How best our project can help facilitate things in town and vice versa. But I'll pause on that. Right. There's been a lot of me talking and field any questions that you may have to this point?

**Bridge Littleton:** All right, well, thank you. I appreciate the overview, I think that was very, very helpful for our folks. So let's just sort of go around the horn here and if anybody has any questions or any thoughts. You know, we'll we'll go on orders as we do before. Peter, I'll call on you first. Any questions or thoughts or discussion?

**Peter Leonard-Morgan:** Thanks very much, Mr. Mayor. And thank you, gentlemen, for coming before us. I think my real only question is obviously, we recently had a new brewery in town Old Ox. And competition is great. Of course. Will it be good for both of you? And we've been talking to the Burns, by any chance.

**Scott Buzzelli:** I'll speak to that. I talked to Chris early on. In fact, probably almost two years ago was my first conversation with Jamie. And Jamie was asking me as one of the local agents, he knew I had a passion for brewery and was asking if I had any interest in bringing some breweries here. I actually contacted Chris. I'm not going to say I facilitated that whole process whatsoever. But he is aware and I think it's a great complementing process. It's just kind of like the wineries. Right. If you have enough wineries to put us on a sort of one winery all day, like to go around, try different different spaces and different views. And so the goal is to offer, you know, tours coming up to this area to have different place. They can have beer and different tastes. And so we're definitely a microbrewery where, as you probably know, Chris, fundamentally is a distribution brewery, which is a different animal. But that

for that much, I think we would be complementing each other a lot. We're definitely going to be pursuing food. I'm a foodie myself, so I'm planning on that being a key aspect to the brewery, which Chris is not that interested in. He just. That's not his passion. So I hope that answers your question.

**Peter Leonard-Morgan:** It does. Thank you very much.

**Bridge Littleton:** Peter, anything else?

**Peter Leonard-Morgan:** Not for now, thank you.

**Bridge Littleton:** Philip.

**Philip Miller:** So thank you guys for coming to talk to us. I think it's great that this initiative to come and speak with us, even though you're technically not in town, but certainly you are a gateway property. I am curious as to where exactly the parking would be and how you get this nice line of trees. And I don't think anybody wants to be staring at, you know, 200 cars, just kind of looking at this zoomed in photo, aerial photo, we can't see any of those cars when you drive past Greenhill unless you really look when you kind of crest over the hill. And I think that that's a lot of cars, that it's sort of high. I don't know if you're planning any landscaping or what your thoughts were on that.

**Scott Buzzelli:** So certainly I think you have the same concern as we do. I mean, they're a very nice parcel of property and we want to we want to make sure that's maintained. We don't have an exact parking plan as of yet. I think part of it is still sort of the evolution of this Covid environment. And maybe we have a few smaller halfway parking areas that separate people a little bit more. But simply put, we know what won't be and it won't be right on the fence line around route 50 because of our existing greenfield being located there. So we have been I would envision it being located further back along than the trees to the right side so that it is buffer. But in terms of the overall sightline and probably also directly to the east of where the brewhouse is located. Again, you're going to have from a business perspective, you're gonna want people to be able access the building within a short walk. So we can't have the parking completely remote from there. But I don't think that we are going to have the parking located in such a way that it would be not something pleasing as you're driving into and looking at the project.

**Philip Miller:** Yeah, I mean, and not not to fix on any particular brewery, but, you know, Quattro Goombas. You go by there on a Saturday afternoon. And you can see cars, a nice look that you really want to have, especially on a piece of property like this one that's beautiful.

**Scott Buzzelli:** Yeah. It's just, you know, we have the same sentiments. Yes. I mean, I don't want to sit at the brewery and look at, you know, 150 cars out in a field. My goal and me and Brian are sort of foremost sort of push things more to the north side of that parking lot. And we're you have to also understand there's a large almost one acre section of dirt right in front of my barn to the east that represents the future drain fields. So there's no parking on that as well. So I think where you're going to see is to say we have 50 parking places that are close to the to the brewery and then the rest will probably push toward the back. But again, like Brian said, we don't have a full flight plan yet, but the goal would be not to see a sea of cars, that is for sure.

**Philip Miller:** That's great. That was a concern. Other than that, I think, you know, is adding to the agricultural economy in Middleburg. And I wish you guys good luck. And I look forward to pulling up a chair and having a pint.

**Scott Buzzelli:** Love to hear that.

**Bridge Littleton:** Cindy, you next.

**Cindy Pearson:** Thank you. Thank you, Scott and Brian. It looks really interesting and I have visited Vanish. And that certainly is a busy but so I'm sure you'll be bringing lots of people to Middleburg. I have a couple of questions. The entrance to the property. Will it be where that concreted area is? Or is there somewhere else on this thing?

**Scott Buzzelli:** So let me tell you what I think. At this point in time, that's the plan, as you probably well know from a brewery perspective, you know, not required to have a commercial entrance. I wanted to get a commercial entrance because Jonathan strongly recommended because from a safety perspective. So the idea, and it's not the entrance that's the problem, because most of our clients will be coming from the east. It's the exit. So what we're what our hope is, is that entering on the farm since that's the furthest east part of the property where the gate that's the closest to Loudoun County Public School Park, whatever that is, and Greenhill, and then exit on the commercial entrance that way, you know, it's drive in. And if people do want to go east, not in town, that is where my commercial exit is. So that's the plan. I just you know, I haven't checked with VDOT if they want them coming in and leaving on the same entrance. I hope they don't care, but I've yet to be found out on that one.

**Cindy Pearson:** Yeah, that would be nice, because, as you know, 50 is a hot mess down there sometimes.

**Scott Buzzelli:** It is. And I'm well familiar with the Christmas parade and the whole debacle of pulling in to that park area up there. It's just it's really tricky up there.

**Cindy Pearson:** Oh, yes, it is. My other question is, have you spoken to any of your neighbors down there yet about your project and gotten their feedback?

**Scott Buzzelli:** Go ahead, Brian.

**Brian Yarnal:** Yeah. So our immediate neighbor is aware of this so that, again, the most and immediate neighbors to the parcel are the only adjoining neighbors are Scott myself. Yes. The only other one we've discussed this with is immediately to my left. And that does not pose any problems. And there's a vacant. Otherwise, you have to go. You're getting pretty far from the project and there's a vacant parcel.

**Scott Buzzelli:** [Inaudible] and her husband, and they're going to be adjacent to my house in the back part there. Thistlepump farm. And I mean he's a haul away from us, that's for sure.

**Cindy Pearson:** Ok. Was there anything else? No, I think that's it for right now. Thank you.

**Bridge Littleton:** Thank you. Thanks, Cindy. And hey, real quickly, Brian and Scott, when you got to speak and just so we can capture it for the transcript, if you wouldn't mind just identifying your first name before you speak. That would be great. OK. Darlene, you're up.

**Darlene Kirk:** Thank you for coming and talking to us. How much do you intend to. Are you going to be on site? Correct?

**Brian Yarnal:** That is correct. Yes.

**Darlene Kirk:** How much do you intend? I mean, like daily or weekly or given the size?

**Brian Yarnal:** Well, it's interesting. So the they're the size will be minimal. What's interesting. What a nice thing that we have the benefit. I'm sorry. I should've said this is Brian speaking. It's so nice. And we have [inaudible] some of these breweries that have opened over the last four years have really oversize their onsite production and then they end up running into some additional problems with that. And so often they end up brewing offsite. We will brew some onsite and then our collaboration with Vanish. We'll be bringing in other beer. So we will it'll keep our construction and the size of our building to a minimum. We really want to leverage our outdoor space rather than having one large venue constructed.

**Darlene Kirk:** Okay. And so you, I mean, are you planning on doing like a full menu? So like almost a restaurant? Or just like snack and sandwiches?

**Scott Buzzelli:** This is Scott is speaking. I definitely don't want a full menu, but I'm not goal on snack. So the idea is this is my idea. My son, by the way, is [inaudible] this year. So he may be part of it. And I talked to Rick about this. I want to have eight things on the menu. And my goal is to have two of those be sort of standard fare. So Rick's Pizza, right? It could be one of those standard fare, maybe wings. The other six items is really to be more of a tapas style, right. You're talking eight to twelve dollar plate, small plate, but they're going to rotate. So every the goal be every 60 days, you get rid of the two least ordered on that menu and replace it with something new. Give me an example. We may have there's a lot like a chicken sandwich that maybe there that Rick would design, which may have, you know, a garlic alloy on it. And tomato we may have fried green tomatoes with fried oysters on top. You know, things like that. So there we're not serving meals. We're serving more of a heavy, heavy probably. So the idea is to keep it that way.

**Darlene Kirk:** All right. Thank you very much. All questions I have right now.

**Bridge Littleton:** Ok. Thanks, Darlene. Next is Chris.

**Chris Bernard:** Thanks, guys. I appreciate you guys coming out. I think it was a good plan and I think it'll be it'll you know, if it's done right, it'll be a really nice addition to kind of a gateway community. So I think you guys are both both part of the community. You guys understand what we're looking for as far as that gateway looks. So just keep pushing on the gas and good luck.

**Brian Yarnal:** Thank you.

**Bridge Littleton:** Hang on one sec. Next is Bud.

**Bud Jacobs:** Yes. Thanks for coming in to share this with us. It's really appreciated. Can you answer just a couple of quick questions? You are going to do some brewing on site, and I guess it's a matter of how much brewing, but brewing obviously pretty water intensive. Are you drawing from your wells or are you going to sink any new wells? How do you plan to provide water for the brewery part of the operation? And second question, what is your plan for a disposal or use of brew weight?

**Scott Buzzelli:** This is Scott Buzzelli speaking. Those are excellent questions. So one of the reasons why we did pair up with Jonathan is he's experienced all these problems. As you probably know, there's quite a bit of gray matter that occurs from onsite production, which causes all sorts of challenges, especially if you're dumped into your drain field. So let's first speak to the well, I have Virginia health came out and they located a well, I have to drill a commercial particle well on the front of my property. I have to abandon my existing well and only use it for irrigation purposes. So that'll be probably a significant. Well, and that'll be something that also serves the brewery. And my residence as the county will not allow me to use two different wells in the property for drinking water. So and that'll be like a virtually regular. I think it has to have a case of 100 feet deep serving that water to the public. So that's first on that question as far as the onsite production goes and the weight that production that produces from this. So this is one of our biggest concerns are we spent a lot of time on. And that's what this is all about, the drain field. So we have a approved drain field that we'll have three to four large two thousand gallon underground tanks that can handle the waste management from just the brewery itself. Again, that's mainly probably toilets that matter. But the idea is to properly regulate the flow of that water into the drain field. So it doesn't shock it because most of your stress of her occurs on a Friday and Saturday and Sunday. The tanks will hold that that's that gray matter. And then slowly then it's vented into the system Monday through Friday on on lower use points. And so we have the county who who accepted that design. And that was signed by Bob Melby. And that's another reason why we are going to do a decent amount of production off premise so that we do not have to deal with the waste that comes from the brewing of the beer. And that hope that answers your question. But I would I would tell you the probably one third of the beer production will occur on premises, the rest financially, is more effective to do it in a warehouse. Right. Versus, you know, having all that water in liquid and waste to deal with. I'm sure my cat and the cows would love probably the the hops, but we'll have to figure out what to do with that as well.

**Bud Jacobs:** That's great. Thanks. Thank you very much.

**Bridge Littleton:** And last but not least, is Kevin.

**Kevin Daly:** All right, well, Bud asked the questions I was going to ask regarding the water issue. I may have missed this. What was your vision for the total number of parking spaces that will be allocated to your facility?

**Brian Yarnal:** So at this point, fair question. All right, this is Brian, I'll take that question. I mean, our vision right now is, again, one acre is what we're intending to open with. It's really going to be much more a function of the aesthetics of what we can do with the property and end market demand. I mean, there are four there's a significant area there in front of our brewery, but we're only looking at one acre of usage for parking at this time.

**Kevin Daly:** Ok, and here's a real off the wall question. Just check your brewery prowess. What is the difference? What is the difference with the yeast fermentation per year ale version versus beer.

**Brian Yarnal:** So this is Brian and I'm I'm going to fail on this question. If I had my brewery partner here, I would have Jonathan answer that question. But I've gotten I know where our skills lie, and that's why we've partnered with people who know that far better than.

**Kevin Daly:** Ok, fair enough. Ale is fermented on the top, beers fermented on the bottom.

**Brian Yarnal:** All right, so there you go. Are you a are you a home grower?

**Kevin Daly:** No. I was a [inaudible] And you learn all sorts of interesting tidbits of useful information on those airline periodical.

**Brian Yarnal:** There you go. Well, Scott and I are more about providing a great experience. And I think we're going to lean on our brewery partner to provide a great product.

**Kevin Daly:** I look forward to it. OK.

**Bridge Littleton:** Ok. Well, I think that everybody from council. Let me ask Danny, Will and or Jamie, if you guys have any questions or input. Let's do it this way. Danny, you're first.

**Danny Davis:** No, sir.

**Bridge Littleton:** Will, how about you?

**Will Moore:** All right. So, I think they've answered their questions I would have had regarding access to parking. So no concerns here.

**Bridge Littleton:** Ok. And Jamie.

**Jamie Gaucher:** No sir, I do not.

**Bridge Littleton:** OK. So I just. Yes?

**Darlene Kirk:** I was going to ask if you have any questions.

**Bridge Littleton:** Yeah. No, I was going to ask them right now. And really this first one, actually goes back to the water and sewer stuff. And I simply bring this up because I have learned it's very confusing in Virginia when you're dealing with water and sewer and and so like wetlands and stuff like that. Not that these are wetlands. And so it's you know, that's a I can't remember the name of the the agency now. But there's a Virginia state agency that environmental health and safety or whatever is one level. But then if you go underground, it's the health department

and it gets really confusing on and maybe this is a question more for Will. I totally get Loudoun, you know, Health Department coming out, coming in, looking at your your guys' site and stuff like that and saying, hey, well, for this site, you know, it's fine or whatever, but and this is we're almost having this a little bit. But it's a concern or some people had around the Banbury project. Does that impact our source water or our recharge areas? And I don't think Loudoun Health Department would necessarily look at that when they are looking at your property as your property to see if they could support a well. So this actually might be a question for Will. And Danny, I mean, this is pretty far away, but I think it's and but since you used to be on well head protection. I just want to make sure we're you know, we're capturing if there is any potential impact to our source water and our recharge areas. Probably not. But I just want to ask. And Scott and Brian, you guys probably won't even know the answer that I think it's more for us to just double check and make sure it's not.

**Brian Yarnal:** I specifically. This is Brian. I specifically we don't have an answer to. I mean, we've worked with our an engineer to make sure it all does work. But to specifically answer your question, that would require somebody with a more technical background.

**Bridge Littleton:** Yeah. And I guess. Yeah. Danny, go ahead.

**Danny Davis:** Yeah. Ms. Mayor and council on. I mean. I will not pretend that I am an expert in this, but I will give a little bit of input just on a couple fronts. One, you know, as we have been looking at obviously the Banbury Cross property, this this falls, you know, to the very, very far regions of that property in in you know, we have hydro geological reports from that proposal at this time. In addition, you know, based on the distance, but also based on the streams and the watersheds, you know, typically when you hit a major stream, that's kind of a separator of aquifers. It's not perfect necessarily. But typically that's where you would see and you're drawing from this side or from that side. So, you know, based on the distance of it and you know, the various bodies of water between us, I think the impact is likely fairly minimal, especially because our wells are on a different part of town jurisdictional boundaries.

**Bridge Littleton:** Ok. No, I just wanted to ask. And the second question I had was it's going back to the parking, so. I just I'm asking this question because I really, really want to be specific about all the facts and details. So I think that you guys and I understand what you're looking at, placing it in the drain field. You create a force buffer, which is kind of good. You only want to use one acre. But the question is, you know what's the desired number of cars that you want to have parked there? And I think you guys said that you initially want to shoot for 125 to 150. So I get that's, you know, the beginning. But what's your ultimate goal? Right? If if this is a success, do you. Is the is the plan to increase that? And what's the max size it could potentially go to? Or you would want it to go to?

**Brian Yarnal:** Well, right. This is Brian speaking. I'll take a stab at it so the only thing we don't have an exact number on that. I mean, there if there is a balance between the experience that you're providing for your your guests and any area consumed by parking, as well as the aesthetic appeal of the property. So could I see there being another acre of parking on this at some point in time? I can, but I, I don't know what the demand will be. And we're certainly not wanting to begin by over overbuilding anything. So I guess I don't have an exact answer for you in that regard.

**Scott Buzzelli:** I think. This is Scott speaking. And I do think the way to answer this. We will work hand in hand with the town. That is, as we begin to enlarge spaces or if the demand is there and we're met with a demand that we are forced to grow, then I have no problem coming at the town saying, how do we want this to look, guys, you know, do we want to screen this? Do we want to plant some pine trees? What do we want to do? To accept, you know, to enhance the aesthetic and not look like a mall. Right. So so, you know, I can't answer the question as to the max, but I have no clue. And nor would I be all that concerned about it. I just don't think that's going to be our challenge. I do think as long as we're both like-minded and we have an understanding that we want to be successful or else want to keep in mind how that looks. We will work with you guys to provide screen as you see fit or as we think it works for the property in conjunction. I think having that open relationship where we're trying to work together is probably the most critical aspect of this process.

**Bridge Littleton:** Ok. No, I appreciate that. That's that's good to know. All right. I think we've been through everybody. Brian or Scott was there anything you guys. I think we're good. Again, we really appreciate you guys

coming in and and, you know, walking through your plans with us in advance. And, you know, being part of a conversation. Is there anything you guys wanted to add before we before we move on?

**Scott Buzzelli:** I just I would like to add that if any of you want to meet, even in this Covid time, I want to walk the property and sort of feel for what it looks like, even if we want to talk about line of sight coming down from, you know, [Inaudible]. Right. I think I welcome it. And I've no problem sort of talking about that from a collaborative perspective. So feel free to call Brian and I. And and if we need to put a little [inaudible] together because walking the land and it really becomes more [inaudible]. But actually sitting there we've looked at this hundreds and hundreds time. So we are sensitive to it. So we welcome your guys input and welcome to show you the property and get a feel for how we're going to utilize.

**Bridge Littleton:** Very thank you. OK. Well, again, Brian, Scott. Thank you guys very much. And I think we're we're going to go on to the next item. You're more than welcome to stay and stay and listen to the rest of the meeting or if you have other things to do like dinner. We totally understand. But thanks again.

**Scott Buzzelli:** All right, see you guys. Have a good night. Thank you.

**Bridge Littleton:** Take care. OK. Next item, Danny, we're going to go to the staff report.

**Danny Davis:** All right. Thank you, Mr. Mayor. I'll just cover a few highlights. And then, of course, if there are any questions specifically, we're more than happy to take those individually from our staff that are on the call on the utility side. Just let you know, we continue working on well four we did have one slight issue on the backwash again, but they are working through that and again, making positive progress. So, well four is actually online producing water and that water is actually being put into the town system. So that is very positive news. We continue again to work through a few little tweaks, but we're happy about that. I will note, if I haven't previously, that when it goes through a backwash cycle, it does cause to stir up some of the water in the mains in that area, which has led to some discoloration of water primarily for some of our businesses there on Washington and Federal and the Madison area. So we will be doing proactive hydrant flushing in that area before every backwash cycle for now until we get it fully cleared out. So it's a proactive measure. It takes a little extra time. But we're hopeful that once we get through this and start producing more and more water from it, that will be reducing the amount of sedimentation in the mains. We're excited to get well four back on line. We know it's been about a two and a half year project since it's been off. Today, they did some repairs of the wastewater plant. It was working about half capacity. We have that pump in and it's back and flowing and running well. So everything continues to go fine there again with the current slowdown in our production and consumption of water throughout town. On the economic development side, just to highlight a couple of things, you see the note that 20 or so businesses in town applied for the county business interruption fund grants. Not all of those actually qualified or met all the criteria. But at the end of the day, as far as I'm aware, only one Middleburg business actually received funding through that. And that was the Byrne Gallery. And I will say they were very, very appreciative of the assistance that Mr. Gaucher had provided during the process to help gather the information, as well as in just anecdotally speaking with Mr. [Inaudible] today. He just expressed again his great appreciation for all that the town has done for the business community here during this crisis. And I know we hear that from pretty much every business owner in town. On that note of the Business Interruption Fund, and we can talk about the CARES funding later, but there is a lot of interest by the Board of Supervisors in opening up another round of the business interruption fund grant process because they were not able to fund all of the applicants in that process. And so for any small businesses or for the council, if you hear from small businesses, continue to keep your eyes open and we will share that information when we receive it. But with the CARES Act funding, it's likely that you'll see more grants and support going to small businesses in the county. And again, that would cover in town businesses as well. The other note on economic development is farmer's market. As you know, the latest I heard from Mr. Gaucher is we will have 12 vendors this Saturday. So we're really excited that it is growing even in these unusual times. We also have new signage that will be going out tomorrow that will direct both vehicular traffic as well as some pedestrian traffic, specifically for those who might be used to seeing standing perhaps at common grounds and looking between the post office and the bank and seeing that the activity will have some signage there. And then also at the parking lot saying it's been moved up to the National Sporting Library. So we're continue to get the word out. There it is drive through, but also a pedestrian friendly. So

we want to make sure that anyone is a will and welcome to come in. The parking lot is naturally creating the separation, which is actually really good. And so we just encourage all patrons to use that appropriate physical and social distancing while they were there. And then final highlight that I have at this time is just a heads up that you did not see the planning commission meeting for May was canceled. And so they won't be meeting in May. But I do believe they're likely to be meeting in June. So we'll continue to share that information as it is passed along with that, if there are any questions, we're happy to answer.

**Philip Miller:** I have a question about the farmer's market.

**Bridge Littleton:** Fire away.

**Philip Miller:** What are we doing to promote it, to get the word out as to what vendors are there so that people have that information before they get there.

**Danny Davis:** Yeah, so a little a little bit of that is, I believe. Well, I'm going to punt that to Mr. Gaucher and have him answer that or see what we can do tomorrow to get that information together. If we don't already. Jamie, you there? Hey, Jamie?

**Bridge Littleton:** Jamie, we're calling on you.

**Jamie Gaucher:** I'm sorry. I was on mute. So I so I have listed the names and the contact information that I have for the vendors on the town's website. And I ask Ellen, our social media consultant, to put it on social media as well. So that should be up there on social media, if not tonight, certainly by tomorrow morning. And then we continued to push it out through our newsletter each week. Social media as it goes out and again typically through the Web site. So that's generally how we've been sharing that information. But we're always open to new and different and better ways to share that if needed.

**Philip Miller:** I just think it's a good opportunity for people to pre-shop if they have an idea what their vendors are and even if what those vendors are going to be bringing that week is certainly something they need to get out a lot earlier than Friday before the Saturday morning farmer's market. Let's look at getting that information earlier. That's be great.

**Danny Davis:** Sure. Absolutely. There currently are eight listed on our Web site, and then I'm sure we'll get those updated as we can.

**Philip Miller:** Thank you.

**Bridge Littleton:** Let me just go round the horn real quick. See if anybody has any other comments or questions on staff reports. Peter.

**Peter Leonard-Morgan:** Thank you, Mr. Mayor. Well, the farmers market. I was gonna ask about that, it was covered. Thank you. Danny, I guess Stu is not around, but I was going to ask about well four, is that the issue where the beads were coming out all the time? So we haven't had any of that issue?

**Danny Davis:** In general, that's correct. They were able to flush most all of those out of the system. We had a little bit of pressure issue, which may have been a result of some of that resin that was impacting the flow back up into do the backwash cycle. They indicated they were able to get that resolved a couple of days ago. So I'm not sure if that was additional flushing of those resin beads out or what, but so far, so good. We're continuing to make steady progress on it.

**Peter Leonard-Morgan:** Well, that's great news. And I read somewhere about larger buildings that are not being used during this event, having potentially bacteria in their lines. But I think with you know, we haven't got a major problem with that than Salamander, which I'm sure they're attending to all that. Do you know anything about that?

**Danny Davis:** Correct. Yes. It definitely is important that if it's there's a large building or facility not not in use, as you said, the water can sit and stagnate. More likely the problem being, again, in their own laterals or in their own service lines within the building, not being the towns lines per say. Nonetheless, I do know that Salamander has been doing regular cycling of water for lack of a better term to make sure that it's continuing to flow through their building and their facility even at the same time. Intriguingly, the water main that serves the resort, I believe, is a 12 inch main. And the amount of water they're currently using, even on that limited cycle, is not really enough to actually cycle the water in the mains. So Stuart has to go out and flush probably about once a week just to make sure the continual amount of water is flowing through our mains out there. So a lot of different impacts to the temporary shutdown that you wouldn't think about on on a regular basis. But we're trying to stay on top of that.

**Peter Leonard-Morgan:** Thank you very much. That's all I have right now.

**Bridge Littleton:** Philip, anything else besides the farmers market? I'll assume that's a no. Cindy?

**Philip Miller:** No, I'm good.

**Bridge Littleton:** Cindy, did you say no? We got you. OK. Darlene.

**Darlene Kirk:** Any word on when Salamander is planning to reopen, Danny?

**Danny Davis:** Right. I talked to Reggie earlier today. They're they're targeting mid mid-June. And so they are hopeful, again, watching that the governors phase one, phase zero phase one plans, but they are currently targeting about mid-June for that and are pretty hopeful that there will be some strong demand even when that opens up.

**Darlene Kirk:** Ok. And just keep on watching the farmer's market. It's important that that does well.

**Danny Davis:** Absolutely.

**Darlene Kirk:** Any help they need, give it to them. That's all.

**Danny Davis:** Absolutely.

**Bridge Littleton:** Chris.

**Chris Bernard:** I'm actually all set. Thanks.

**Bridge Littleton:** Bud.

**Bud Jacobs:** I'm good. Thank you.

**Bridge Littleton:** And Kevin.

**Kevin Daly:** Good to go.

**Bridge Littleton:** All right. Thank you guys very much. All right. We're going to move on to Covid 19 updates. So before we get into that. So so I just want to take and lead off real quickly on a just a number of different things that have gone on the last two weeks or whatever. Things have moved very fast in terms of the state's response and the numbers in North Virginia. And all that kind of stuff. So just a couple of really good things. I'm sure everybody saw. The order was yesterday, I think that the Northern Virginia region of which Loudoun County is a part of, is going to delay going into phase one until May 28. Now, there's a couple of things on this that are that are really, really important, though, in the governor's order. It, it and the press release there. It did create a little bit of confusion with some folks. And I actually got a call from a bunch different people saying well it doesn't apply to Middleburg. And

the reason is because the order and the press release mentions certain towns and doesn't mention other towns. Now, the legal reality is that the order is, you know, it covers all those four counties and every single town in them, whether the order listed it or not. So the order does the executive order. It does apply to Middleburg, even though we want what we were not one of the listed towns. So I just want to make sure that that's, you know, on the record, you know, for crystal clarity. I put a post on Facebook two days ago, you know, about that. So if anybody gets it, you know, send your questions as I'm wondering about that. That, you know. Absolutely. Middleburg is covered by this delay for phase one. And actually, all the towns are as well. So. All right, Danny.

**Danny Davis:** Yeah, just real quickly. This happened literally as as we begin our meeting. The governor issued an amendment to executive order 62 that includes the city of Richmond and the county of Accomac. And in that order, it included an additional freeze that was not in the prior order. That is an additional clarification that says the northern Virginia region, the city of Richmond and the county of Accomac then comma, including all towns and political subdivisions contained therein. So I think even though it's still a little unclear in the recital's, it synthesizes or re-emphasize the fact that we are a town within Loudoun County. And it does apply to us.

**Bridge Littleton:** Ok, good, good. So. And you know how we need to make sure that we tell the people at the paper that, too. So anyway. Yes. So that confusion was out there. Hopefully this this amendment to order updates that. And, you know, there's there's no question. The second thing I wanted to mention was so all of the town are so had a had a call last night and we saw discussed, you know, what the ramifications of this are. The chair of the board of supervisors Phyllis Randall, has been having a weekly call with all the mayors just to sort of keep us up to speed on things that are happening, gives us the ability to answer ask questions and stuff like that. One of the points that we made, which was very, very important, is we want to make sure and the chair and I think the other other members agree. We want to make sure that as we move forward, we can give as much lead time as possible to people on any type of changing decision. So, you know, the order states May 28, but at the end of the day, this is all going to be driven by the data and the cases and where we go in terms of infection. So as we approach May 28, if infections are getting worse, the numbers are growing and it's spreading farther and faster than that date could absolutely be revisited to be pushed out. So, you know, I know there's a lot of I'll call it data fatigue where, you know, it was gonna be one day and then it got moved to the fifth. It was going to be the seventh, and then it got moved to the 15th. Now the are Virginia is 28. You know, people get sort of heart set on it as we all are. I mean, I want to be open too, but I guess we need to be clear and and transparent with the public that at the end of the day, the counties are making this decision. The governor is making this decision all based on the data. So agree with it. Just agree with that. You know, it's totally fine, but it's just from a lack of clarity. It's just I think it's important that the folks realize that. Cindy, go ahead.

**Cindy Pearson:** Since you're talking about that post that Supervisor Buffington put on about trying to open the West Loudoun County Goose Creek, could you address that or have you seen that?

**Bridge Littleton:** Yeah, I did see the letter. So I think ultimately, at the end of the day, the governor was very clear about this and how he's going to sort of draw these boundaries. He said it's you know, we're you got to put the line somewhere. Right. And there's no perfect place to put it is western Loudoun, you know, from a numbers perspective, faring better than eastern Loudoun? Yeah, probably. I mean, we're much sparsely, you know, pushed apart. But, you know, you've got you've got to put the line somewhere and it's it's easier to put it on put it in a place where there is a jurisdictional border instead of like a road. Right. How do you enforce a road, you know. Well, Loudoun County sheriffs can patrol Loudoun County and we shouldn't be giving them two sets of rules for the East versus the West. You know, it's not perfect. And, you know, it just kind of stinks that we're like the county sort of at the edge of where it's better and, you know, not so good. And it is what it is. So, I mean, I appreciate Tony and Kristen and Caleb's, you know, input. It's a practical reality of where the where the numbers stand. But also there's a legitimate reality of just how you make it work. And so it's just, you know, all there are are less optimal solutions, there's not a good solution. And so I think we're just trying to deal with it. I will say it is important for us to as much as we can speak with, you know, in a unified voice. So it's all been we all plenty disagree. But, you know, once we come on line and need to move forward, let's just try to make it as best as possible for everybody. And I think that's what all of us are focused on. I think that's what the board is focused on. And I you know, I know the other towns are focused on that as well. So anyway, I'm just I'm looking here real quickly. Other reminder, voting, you know, so the Supreme

Court did grant our extension. So the election is now on June 4th. People can still apply for absentee ballots. Danny, was it up until the 18th?

**Danny Davis:** Sorry, I'm looking at Rhonda. We talked to to the registrar's office, and I'm blanking on that right now. I apologize. I think it may have been the 28th.

**Bridge Littleton:** Yes, it's 28, correct? Yeah. People can still apply or add voting absentee. And Middleburg Coronado virus is not. Not that you have it. But the pandemic is a reason to get an absentee. I think it's option to when you when you go online. I did it. I mean, I got my ballot within three days and I mailed it. It was easy, though, really encourage everybody to vote absentee as much as possible.

**Danny Davis:** You can also drive to Leesburg up until Saturday, May 30th, to vote in person at the general registrar's office if you choose not to do it by mail.

**Bridge Littleton:** Yeah. And then, as Danny mentioned, the CARES act. So the county is going to do what it's supposed to do with their next board meeting to accept the money. And they're looking at how they apportion it to the town. Some consideration that it's based on population. We've got some input on, you know, how that might look. So we'll work with the county and ultimately we'll we'll wait to see how that comes out when they when they have their board hearing.

**Danny Davis:** So if I can update that real quick, Mr. Mayor, just five minutes ago heard from the staff and budget and finance. The the recommendation is to allocate it to the towns by population. And just very briefly for the rest of council's purposes, because we are such a business had the economy here in town. Our population does not capture or reflect proportionately our general fund expenditures or the business activity that occurs in town. So not to put down any of the other towns, but I would say there are other towns either larger than us and definitely the ones smaller than us that have a much, much less direct impact or perhaps even opportunity for direct outlay, primarily for a couple reasons. One, because we have the police department with seven staff members and police. We also have a huge and thriving business economy where there are other towns that have very little business activity. One item for the council's consideration, and I think it may be something that the mayor would either have the authority to send on his own or we can have the conversation. This time would be to request that the board use a different metric than just population, whether it be a general fund expenditures or whether the business license revenues or some other proportional measure. That would be a way to consider this. I don't know if it would necessarily be successful, but I think it would be worth at least asking the question in the counties report to the board. They've indicated that there are a variety of ways there's. There was it's not required to be done by population, but that's probably the easiest way, most defensible way for them in mechanism for them to use. So, again, for us currently, as proposed, the CARES Act funding we would get from the county is seventy four thousand dollars. Our population is point to one percent of the overall county, whereas somewhere like Lovettsville has proposed to get one hundred and eighty seven thousand dollars. And again, when you look at the economies and the general fund expenditures, there's there's we we have a quite larger budget than they do. Again, you know, it's it's a factor. I don't fault the county for using that, but it definitely it doesn't recognize the full scope to us. So I'll just mention that it's unnecessary. Mr. Mayor, if you want to talk more specifics about that at this point.

**Bridge Littleton:** I do not.

**Danny Davis:** Ok. The other final thing in this memo just they are proposing at this point potentially another 5.7 million dollars in business interruption fund distribution. So that's a significant amount of money for businesses. This is in the CARES Act memo that just went out to the board.

**Bridge Littleton:** Ok, so let's see here. Yeah, we covered the voting. Yeah, and as we learn more from the governors offices, as each day goes by, if we know anything about how they be aware, where we sit with with May 28, we'll keep everybody up to speed. So outside of that, Danny, I'll turn it over to you to give any more additional input?

**Danny Davis:** Sure, I just simply to reiterate the information that you just said about executive order 62. We'll continue to along with that. You know, we've heard from a number of council members and the public about the crowds, especially when the weekend weather is very good. And so in working with Chief Panebianco that we want to make sure that we continue to act in a cordial manner and in friendly, small town manner. But we also need people to respect the current guidelines that we're operating under. So we will be taking the proper mechanisms and methods to be watching the sidewalks and especially on Washington Street and encouraging people to maintain their appropriate distancing if they seem to be congregating or causing any issues there. So just want you to know that we are aware of that. And Chief has a has had a communication with his officers about handling that in an appropriate manner. As you know, Mr. Gaucher has been working very closely with businesses, both again with federal funding as well as with the counties funding programs. And you saw in his report the number of businesses that he's had outreach to at that time. And then, you know, as an update in the utility bill that went out yesterday, you know, you should receive that shortly if you haven't already. Regrettably, our system is just not as as robust or doesn't have quite all the capabilities we had hoped. So some of the bill credits that were given by the town council are applied to the bills, but it doesn't actually show as a credit on the bill itself. So if your bill is 69.58, then it says total amount to zero and there's no negative number. Right. Between the the amount due and the zero. Generally you would expect to because we apply to missed bill credits to show up. We did provide an explanatory little sheet of paper in the bill. So hopefully people will understand why they have nothing. We actually said it multiple times in the entire bill packet. So I just want, you know, council to be aware of that, as well as any members of the public watching that. The bills themselves just couldn't put that information on there. And I think at that point, Mr. Mayor, the rest of the items are discussed separately. So I don't have anything else to add right now.

**Bridge Littleton:** Ok, let me go round see if anybody has any other questions on Covid related items. Peter?

**Peter Leonard-Morgan:** Danny, just a quick question on that bill situation. Remind me, I'm sure we must've been told this, but if that sixty nine dollar example happened, does that household then get another credit into a month? Is that it? I forget how we did that.

**Danny Davis:** Correct. The the approval by council was a credit up to two hundred dollars on the bill. So we for anyone at minimum bill, would just cover that in the bill and then anything up to 200. If if your bill was 200 or more, we just deducted a straight two hundred dollars off the bill.

**Peter Leonard-Morgan:** [Inaudible].

**Danny Davis:** Correct. At this time, no, sir. We have limited to this bill and to that just up to amount up to the amount of the bill or two hundred dollars whichever is greater.

**Bridge Littleton:** Peter. It's it's it's one time, this bill only. Anything else?

**Kevin Daly:** This is Kevin.

**Bridge Littleton:** Okay, Kevin, you're up.

**Kevin Daly:** I'd like to piggyback on what Danny was mentioning regarding our police officers.

**Bridge Littleton:** Ok.

**Kevin Daly:** So I want to commend them for a job well done for what they're dealing with, A.J. and I have been in consultation and he has given guidance to his officers. And the motto of the day is be nice and educate, not only as our police department out there for enforcement of our laws and ordinances, but they're there for public safety. And currently, with the Covid 19 restrictions, we're still in phase zero. We're surrounded. We are right next to the border with Fauquier, and they're now going into phase one. Our police officers are going to continue to maintain the phase zero status and they are attempting to keep normal operations going where they can. They continue to do foot patrols. They continue to do ongoing operation and where necessary. They are wearing PPE as needed. Now, the

officers are trying to educate the public where we can. And as it relates to social distance thing, you'll notice that in both the east and west entrances to the town, you have signboards with the message that we repeat constantly maintain six foot rule and no gatherings of 10 or more. There is an exception to that. Ten or more. And that's when you have a large family, group or household that may be congregated together. For example, in front of Scruffy's, but our officers are going up with a lot of discretion asking the questions. And if it is the family group allowing the family group to remain together, if it is not a family group, then to educate them to stand back six feet apart. And finally, we want to mention overall, we are not seeing many violations and have received few calls related to violations. And A.J. and I both want to commend Middleburg, its residents and our visitors for doing their part to keep us all safe as we continue with life within the restrictions. That is all.

**Bridge Littleton:** Thanks, Kevin. Philip, anything?

**Philip Miller:** No.

**Bridge Littleton:** OK. Cindy.

**Cindy Pearson:** Just with Danny, when he was talking about the percentage by population with that thing for the county that hopefully goes ahead, follows up on that with his suggestions like he had. You know, to use another metric for that, but it's all.

**Bridge Littleton:** Thank you. OK. Darlene.

**Darlene Kirk:** But I'll just say I agree with Cindy on that, Danny, if you could follow up, metrics would be great.

**Danny Davis:** I'll work with Bridge on that.

**Bridge Littleton:** Chris. And Bud.

**Bud Jacobs:** Just a quick question regarding the two hundred dollar utility credit for those of us who don't want to use the credit, is there a way to turn that money back to the utility fund? Should we just write a check for the full amount, not taking account of the credit?

**Bridge Littleton:** Bud, just bring me some cash. I'll make sure it's taken care of.

**Danny Davis:** Council Member Jacobs. I think there are a couple different ways we can handle that one. One is, you know, we we would encourage you if you choose that you can give an equivalent amount to a nonprofit of your choice. If someone were to write a check and bring it in or add a note and say thanks, but, you know, I want to pay my bill and use this somewhere else. We will find a way to reverse that credit, if you will, and then apply the payment to your account in its place.

**Darlene Kirk:** Danny, don't forget the Health Center Fund. They could certainly donate their money to that.

**Danny Davis:** Absolutely.

**Bud Jacobs:** Ok. I've had a couple of questions about this, so I guess the preferred solution is donate two hundred dollars to your favorite charity and to Health Center Fund is probably the best one of those we can come up with. So, OK, that's fine. Thank you.

**Danny Davis:** Yes, sir.

**Bridge Littleton:** But as I said, I'm a very worthy charity.

**Bud Jacobs:** I don't know about the worthy part. [Laughter].

**Bridge Littleton:** All right. That was everybody. So next, any reports from town committees? All right. We're going to move on to the consent agenda. Would anybody like anything removed from the consent agenda?

**Rhonda North:** Mr. Mayor?

**Bridge Littleton:** Yes.

**Rhonda North:** I will note that I heard from Council Member Bernard just before the meeting, and he would like to be removed from the Community and Economic Development Policy Committee for VML for that appointment. So that is one change to that item.

**Bridge Littleton:** OK. So. All right. So if all right, if we make a motion for the consent agenda, then someone's going to have to make that addendum as they make the motion. So would someone like to make a motion on a consent agenda with that consideration included? If there's no volunteers, I'll call on Peter.

**Chris Bernard:** I feel like I should probably do it. Since I'm the one who screwed it up. Hold on really quick. I move that we adopt the consent agenda as proposed with the exception of removing Chris Bernard from the VML Economic Development Policy Committee.

**Darlene Kirk:** Second. That was Darlene.

**Bridge Littleton:** All right. Rhonda, are you going to call the roll call.

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Bridge Littleton:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Danny Davis:** Mr. Mayor, if I may, we, I think, skipped over the revenue item, if you'd like for us to cover that for you. 9C for town, revenues just the outlook, revised outlook based on Covid.

**Bridge Littleton:** Yeah, I got that. That's fine we can come back to that in a second. So the consent agenda is adopted. Yeah, let's go back. Sorry about that Danny. I did miss that. Let's go over the revenue piece. Danny and Julie.

**Danny Davis:** Yes. Thank you. Yeah. Julie's on the line to pitch in and to provide her input as well. I think it's you know, we tried to cover in the memo. A lot of information. So I don't want to repeat all of that. I think a couple highlights real quick. The beginning, as I stated, 70 percent of our general fund revenues fall in this vulnerable revenues category, which is meals tax, occupancy tax, business license, tax and sales tax. And as far as I can tell, that's one of the highest in the entire Commonwealth that especially that the author of the ODU report had seen. And so clearly that there's a large, large impact to us due to Covid 19 looking at fiscal year 20, our current fiscal year. At the end of the half the year. So at the end of the second quarter, our meals, tax and occupancy taxes were very, very strong. Occupancy was around 10 to 12 percent above budgeted amounts. And so very strong in the revenues coming in. And at the end of the third quarter, even with the loss of revenue in the end of March, those numbers still essentially balanced out. So the gains from the first half of the year were essentially wiped out, if you will in the third quarter. And then we know, though, that the majority of the impacts will be in this current fourth quarter, which is April, May and June. As we discussed earlier, Salamander's anticipated opening in mid-June means that we'll see very minimal revenues on the occupancy side, as well as from the red, from the restaurants at the resort as well. And again, likely the same situation with Red Fox or our other lodging property. So on the second page of this memo, which is in 47 and the packet I'm looking in, I have a chart of FY 20 baseline worst case and better case scenarios. The good news is our bank franchise tax. We expect to come in over 100,000 more than budgeted and business license taxes came in over 100,000 more than budgeted. So that helps offset the losses in the meals and occupancy taxes. I think it's important also to note that the meals and TOT shortfall that we're showing is relevant to budget, not relevant to actual projections. Again, when we look at six months of the year and factor in looking at the remainder of the year, the impact of Covid 19 is even greater than what we've listed here on this chart. All that being said, though, as you recall and as noted in the memo, the town had almost three hundred thousand dollars planned as contingency or essentially non non appropriated expenditures or non-dedicated expenditures in the budget, which means all of this revenue shortfall that we expect to see essentially can be made up by these funds that had no plan to expend expense anyway. That being said, the town has incurred some expenses for business support and other things. So as we go through the final numbers of what we might get from the CARES funding, what was contributed to the health center fund will continue just to watch and see where that ends up. But essentially for fiscal year 20, we'll end up relatively on budget. I guess it's fair to say as as it is right now, we can go through details of how those scenarios are developed. I don't think it's necessary, but if you want to talk through them, we can or we can talk off line for anyone who has interest. Essentially, the worst case scenario assumes very, very little revenues for the months of April, May and June. I think of more important impact is looking at fiscal twenty one and what may happen there. That information, just like the rest of the information we talked about, continues to change regularly and frequently, almost daily and weekly. I rely on a lot of sources for this information. A lot of it comes from county and there are assumptions in their budget and in their talks with Visit Loudoun and in their discussions with others. We spoke with Davenport, our financial adviser. Of course, the ODU report and even information from VML and their resources. I've laid out here the different city areas baseline, the worst case and better case scenarios. Again, not really knowing at this point where we may end up in the next month, two to three months of this. The Finance Committee of the Board of Supervisors had a discussion and presentation about the TOT fund in general. Again, remember, this is county wide. So their results may not be one to one ratio or exact with our situation here, primarily with Salamander. But I would say that our areas that we have drafted out fall generally in line with their baseline worst case and better case scenarios that they developed as well. So they're tracking pretty much along with that. What you see in FY 21 is a potential loss of revenue, anywhere from a quarter million to over a million dollars in the general fund. However, we've also indicated where some of those shortfalls can be made up. A primary one is on the debt service. That's budgeted for a town hall that in all likelihood would not even be needed in fiscal 21 or if needed, would be at a lot lower amount and likely only a half year's worth. And then we have some other projects that track along with what you saw during adoption of the budget. I would note in the worst case scenario, we also included a capital project line, a two hundred thousand dollars. That's the line item that's planned for the maintenance shed at

the wastewater plant as a capital project. And again, as one of those things that can be put on hold if the revenue situation and the economic situation does not recover as quickly as we had hoped or becomes worse than we had planned. So all of this together. I know there's a lot of numbers, but if there are any questions about them or you want to go into any more detail, we're happy to answer any questions that you might have.

**Bridge Littleton:** So I'll start the talk. Peter, any questions?

**Peter Leonard-Morgan:** Thank you very much. Greatly appreciated.

**Bridge Littleton:** Philip.

**Philip Miller:** No. No, questions.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** No, not at this time. Thank you.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** No, not right now. Thank you.

**Bridge Littleton:** Chris.

**Chris Bernard:** Nothing at the moment. Thanks for put that together, guys.

**Bridge Littleton:** Mr. Jacobs.

**Bud Jacobs:** Danny and Julie, thank you so much for putting this together. It's very helpful. I imagine perhaps as we get deeper into the first quarter, you might want to take another snapshot for us. So we have perhaps with some better and newer data, we have a little clearer sense of where we're headed. But overall, this is very, very helpful. One quick dumb question. Tell me again, what do we have in our fiscal reserve?

**Danny Davis:** In in the general fund, I believe that amount is around 6.6 million based on the last audit. The FY 19 Conference of annual financial report. So I believe it's around 6.6 Million, which is give or take 200 percent of our general fund expenditures.

**Bud Jacobs:** Yes. OK. Thank you.

**Bridge Littleton:** Colonel Kevin.

**Kevin Daly:** Great analysis. Good project. Thank you very much.

**Bridge Littleton:** All right. Moving on. Next is the discussion on staff compensation and COLA.

**Danny Davis:** Mr. Mayor, when the discussion of the budget in early April, we discussed, as you know, the items that were frozen to allow us to get a better handle on Covid 19 and the impact on the budget and also to begin putting some of these scenarios and together. So this item, as council requested, is to bring back the discussion of the three percent compensation increase for staff, as well as merit increases for those who meet appropriate performance assessments as laid out in the employee handbook. The fiscal impact of the of those two items is around fifty eight thousand dollars. And for the other requests from council was to reach out to the other jurisdictions around us and get input on what they were doing as it relates to compensation increases. You'll see that a few of them, Loudoun County and Leesburg in particular, currently have frozen those increases likely until November, December timeframe until they have a better idea of the impacts of Covid 19. Other smaller jurisdictions. Aside from

Purcellville, Round Hill, [Inaudible] Hill, Hamilton are moving forward with their increases as proposed. I just heard back from Round Hill today and then Warrenton, I've also indicated here they are not providing any increases. Their situation is different than ours is different than many of our other towns. But we want to include that for comparison purposes. So, Mr. Mayor, this is really a conversation is up to council's discretion, but we're happy to answer any questions you might have.

**Darlene Kirk:** I'd like to make the motion.

**Bridge Littleton:** Before we make a motion, give everybody a chance that they want to ask any questions or say anything. Does anybody have any questions or any input before going to a motion? Go ahead.

**Peter Leonard-Morgan:** Well, I would have saved it till later, but I just want to thank all the staff for being that during this terrible time. A lot of us are able to be at home and stay clear of, you know, the risks involved in what's going on right now. But we rely totally on the staff. We really appreciate it. So I'm in favor.

**Danny Davis:** I appreciate that. Council Member Leonard-Morgan, I definitely want to just give my thanks, especially to the police officers who had to interact more directly with the public. But really even our front counter team here, Rhonda and Shannon and Julie, as people come in to pay their bills. I would flip that just a little bit, too, and say I think for some of our folks who are doing more teleworking, it may even be harder for them to telework than it is for those of us who get to have kind of our regular routine each and every day. So I also appreciate those who are learning how to work from home and to handle those that different lifestyle of of working at a balance. But I appreciate your comments.

**Darlene Kirk:** [inaudible] compensation increases and merit increases as appropriated in the FY 21 Budget Effective July 1, 2020.

**Cindy Pearson:** Second. [Laughter]. We all seconded.

**Bridge Littleton:** Any other discussion?

**Kevin Daly:** I just want to point out that, yes, the town staff and the police officers, because they have to deal, I know on a day to day basis, the town staff has person coming up and yelling through the door on the day to day basis. So thank you all very much for all your hard work and job well done.

**Cindy Pearson:** And for putting up with our questions.

**Bridge Littleton:** Rhonda, would you like to call the roll call vote?

**Rhonda North:** Yes, sir. Vice Mayor Kirk.

**Darlene Kirk:** Yes.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Motion is adopted. Thank you guys, very much. Next item is the town grant policy. Rhonda, are you going to lead off the brief on that or is it going to be Cindy and Bud?

**Rhonda North:** I will leave that to council members Pearson and Morris to make that decision.

**Bud Jacobs:** Rhonda, lead us off, please.

**Bridge Littleton:** Nice try, Rhonda.

**Rhonda North:** Always give courtesy to the council members before just jumping in there. So the subcommittee has met and has made a recommendation. There are a number of pieces associated with it. There is the policy itself. There is a grant application, a checklist to review against grant submittals a memorandum of agreement in the event a grant is awarded, as well as a summary of the grants that the town has given since 2017. Probably the bulk of the information is contained within the policy itself.

And just as a reminder to folks, towns are only allowed to give grants to nonprofit organizations or institutions of higher learning serving Middleburg residents. So we tried to make that very clear throughout all of the documents. Also, very first thing at the top of the policy is that any grant or charitable donation awards or sponsorships would be subject to the availability of funding in the town budget. We did set it up as proposed so that grants would be startup funding only for a three year period and would apply to all organizations, including those members who have received grants in the past. Starting this year, that way we would give those folks the opportunity to prepare their plans for how they would make up that revenue at the end of the three year period through alternate sources. The idea is that there would be no more than one grand award per organization with a maximum limit of five thousand dollars based on the budget. This recommended in the policy. This would allow for a minimum of 12 grant awards per year. Now, with regard to Christmas and Middleburg and the Middleburg Film Festival. I know Council during the meeting in April had expressed a desire that that they would continue to receive funding from the town. So the thought was to make those sponsorships as opposed to grants and to identify in the policy the amounts that they have generally been receiving over the last several years. Christmas in Middleburg around ten thousand dollars. And the film festival fifteen. We did have a little anomaly with Christmas and Middleburg donation this year, sponsorships would be separated out from grants. Those would be limited to two thousand dollars per event. And based on what's recommended in the policy that would allow for five sponsorships annually. Those would be awarded by the town administrator with the recommendation of the business and economic development director. As far as the grants themselves, the applications would be submitted to the business and economic development director. He would confirm that all of the information was there that was required to. Once he did, he would for that to the either the Community Cultural and Community Events Committee or the Economic Development Advisory Committee based on what type of use they would have for the funding those organizations would review and then make a recommendation to to the council would not allow organizations to apply for both a grant or a sponsorship. And applicants for a grant would have to attend a workshop or view grant writing video that the staff would produce. And would would put online. We have identified some grant evaluation criteria, criteria for the committees and the council to consider. Let's see, what else do we have in there? We did cite a special circumstance award. There's a

provision that would allow the council to give a special circumstance award for an extremely unusual situation. Sort of like what happened with the charter school where they had the opportunity to to get a large grant, but they required a match. That was certainly an unusual situation. And the recommendation is that any of those types of special circumstance awards would come from either general fund reserves or contingency reserves, that the subcommittee's recommendation is that the special circumstance request followed the same process as the other grants. However, there is a waiver provision in the policy in the event there's a time or some some special consideration that the council wants to waive that requirement under this process. Any incomplete applications that are submitted to the town would be returned by the staff with any deficiencies identified so they could re resubmit the application. It is some ask that applications be submitted 120 calendar days prior to the event. This would allow Jamie time to review the applications, send them back if they need need to be returned for more information, and then should allow for hopefully two committee meetings if they are meeting on a quarterly basis to consider these. They're not barred from submitting an application if it's less than 120 days. But it's noted that they run the risk of not getting the grant award before their event. If they do so. And then finally, you know, if if the council awards it, then they would be expected to enter into a memorandum of agreement with us that would identify their roles that they would have to fulfill, such as using our town's marketing logos, filing the final report. But but the biggest thing is to ensure that the grant moneys are used only for the purpose for which they were given. And if that is not the case, if they're not used for some reason that that moneys would be those moneys would be returned back to the town so that you could consider awarding them to another entity. So so that's that's pretty much it in a nutshell. The thought is if once the council's comfortable with this, is that we could place this on the May 28th agenda for adoption and that would give the staff a month to develop the grant writing workshop and get that workshop video created. And then also to notify our past grant awardees of our new process. So they would be aware of what what they would need to go through.

**Bridge Littleton:** Could I add a couple of comments? This is Bud.

Bud, absolutely. And then, Cindy, you're next.

**Bud Jacobs:** I we apologize for the density of the policy memo. It looks a lot more complicated than it really is, we focused our efforts on answering the concerns. And I think the frustrations that the mayor expressed cut our last meeting about how certain grants had come about and how the process had worked or not worked. Sort of a top line for this thing. We did not make up the numbers. We provide you a breakout with historical data going back to 2017 to come up with the 60 thousand dollar limit we've proposed for grants annually and the thirty five thousand dollars we proposed for sponsorship annually, which includes Christmas in Middleburg, and the Middleburg film festival. I don't think you mentioned that, Rhonda, but Rhonda has the idea for the Fourth of July of entering into a contractual relationship with the community center. That's a part of this for you to consider. And one thing that we are asking that we, I don't believe have asked historically from potential recipients of our money is where available. We're asking for audits. Recent audits of organizations requesting money. And we if an audit is not available, then we would like a copy of their IRS Form 990 if it's available. There has been frustration among some council members about lack of transparency, about the budgets of several of the organizations who come to us for support. And we think that requirement will go some way toward helping obtain a little bit greater transparency.

**Bridge Littleton:** Cindy?

**Cindy Pearson:** Can't think Rhonda enough for all the work she put into this. And I think we have just about everything covered, but I'm sure during the year we'll probably come up with something that didn't. I don't think it's too rigid. I do think that people will need to be educated a little bit on it. But I think the form itself is not. They'll just have to give us more information. That's what it all boils down to, which I think has really been needed. So once again, can't thank them enough for all that she's done for this and but has had great influence. So that's all I have right now.

**Bud Jacobs:** One other comment. As Rhonda was doing the necessary due diligence to put this all together, she reached out to a number of other jurisdictions, to the Commonwealth to see what their grants policies might be or

what they might look like. And in fact, they're mostly nonexistent. So this is another area where Middleburg may be leading the way a little bit among towns and municipalities in the Commonwealth.

**Bridge Littleton:** That's great to know, Bud. I will say I'm not surprised. But, you know, it's great to know. So let's just go round real quick to see anybody else has any other questions or thoughts for Rhonda, Cindy or Bud. Peter, you're first.

**Peter Leonard-Morgan:** Thank you very much, Mr. Mayor. Just one question. The 60 thousand dollar limit seems rather, well, less than we have been giving over the last three years. Am I missing something there?

**Cindy Pearson:** What you don't see is that the Christmas in Middleburg, if you'll look at one Excel spreadsheet that has the yellow on it and such, that breaks it down for you. So you know exactly what we're dealing with. And it doesn't include like Christmas in Middleburg or the community center or the film festival. So that's why the numbers aren't as big. It doesn't have the fifty thousand in that we gave the charter school or the Legion Hall. So this is more for those folks that are doing the event.

**Peter Leonard-Morgan:** Wonderful. Thank you.

**Bridge Littleton:** Philip, any input?

**Philip Miller:** I think that this was a tremendous list and that it was done unbelievably detailed. And I think that you guys did a really great job.

**Bridge Littleton:** All right, Darlene.

**Darlene Kirk:** Yeah. OK. So everybody will be treated the same across the board for the same amount except for the three or four were putting to the side like Christmas in Middleburg. And the film festival. Big ones, right?

**Rhonda North:** Correct. Yes, ma'am.

**Cindy Pearson:** Yes. And there's the other part that they. Rhonda what is the other part that they can apply for if this just doesn't fit them?

**Rhonda North:** So the idea is they would they would be eligible for a grant for a three year period, at which point they would have to have some, you know, implemented some sort of sustainability plan, but they could always apply. You know, if it's an event or something like that for one of the two thousand dollar sponsorship opportunities that may be out there.

**Chris Bernard:** Thank you. My head did not come up with the word sponsorship.

**Darlene Kirk:** All right. Thank you.

**Bridge Littleton:** Chris. And you might be on mute. You're on mute, Chris. There you go.

**Chris Bernard:** Hey, can someone take me off mute? Sorry. My Internet adopted home. I had to jump on my cellphone. I can't control my own muting. I had myself on mute otherwise. Anyway. Thank you guys so much for putting this together. Well, I think to echo what Philip said a lot of detail as Bridge said exciting but not surprising that we're leading the charge on this one. We seem to be a lot of that lately. Thank you all for your hard work.

**Bridge Littleton:** And, Kevin, any input?

**Kevin Daly:** I don't know. I'm ready to move on to adopt it.

**Bridge Littleton:** I think the plan was to bring it back next meeting. Right?

**Rhonda North:** Well, Mr. Mayor, that was the plan. But if the council's ready to adopt it now, we did include a motion in case you were.

**Bridge Littleton:** Is there any objection from anybody? If you have no objection to stay silent, but if you do want to keep it to the next meeting, then say so and we can move it. OK. Well, I don't think there's any objection. So, Rhonda, I would just say, you know, Rhonda, Cindy and Bud, you guys, this is this is great. This is great work. I mean, it's it's a great process. The thing that's really nice about it is it's consistent, it's repeatable and it's defensible. And so, you know, as we make decisions on how we're going to treat various grant applications, we really have something that the objective that we can stand behind and say with confidence that we're treating everybody fairly. The only thing only comment I had was I think, Rhonda, you had mentioned that once this thing's approved, you're gonna go out to former grant recipients and let them know what the new processes I would actually go and let every if you've got it all prior grant applicants, even the ones who lost. Let them know what the new process is in case they want to. They want to apply as well. Other than that if somebody wants to make a motion.

**Kevin Daly:** I move that council adopt a resolution adopting the policy pertaining to town grants and the sponsorships. I further move that the council approve the grant application grant checklist, and memorandum of agreement documents as proposed. I further move that the council direct the staff to take the necessary actions to implement this policy on its effective date of July 1st, 2020.

**Philip Miller:** Second.

**Bridge Littleton:** Any further discussion? All right, Rhonda, go with the roll call.

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan

**Peter Leonard-Morgan:** Aye.

**Jamie Gaucher:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** Motion is adopted. All right, so let's take a. It's 8:00. As we normally do. Let's take a five minute break. Rhonda. I think you'll leave everything up and running. Just everybody put. Your your computer on mute and we will come back. It's now 8:03. We will come back at 8:08. All right. We will call the meeting back to order. Next item is summer events and activities especially related to Fourth of July. OK, Danny.

**Danny Davis:** Thank you, Mr. Mayor. And council members. We've had a number of discussions internally with the community center and also with our regional colleagues in the county and other towns about events this summer. I will say that while the county. They've not formally announced anything as of yet. They are leaning towards delaying 4th of July activities, as are many jurisdictions east of us, just due to honestly, the current restrictions under the executive order. The even the restrictions under phase two would limit gatherings to no more than 50 persons and was is likely to be in effect at the time of July 4th. I, I think at this point in time we want to make sure that we are working in collaboration with the with the county and with the other towns and their activities. And we can go to more details. I'll say I'm, you know, expect that you will hear more information from the county and other towns and maybe collectively later next week. But I would say I think from our perspective, we want to take this carefully and cautiously in terms of July 4th, especially because everyone wants to enjoy the holiday. But we also want to make sure that we are not creating a situation or scenario where there are gatherings that that are going to be hard to manage or that could cause greater issues. So. I think.

**Bridge Littleton:** Let me just. Let me just jump in. What are folks' thoughts on 4th of July? I mean, there's there's basically two elements to it, right? There's gathering's and then there's the there's the fireworks. And those things can happen together. Separate, you know, or not at all. And I know I know a lot of places to the east have canceled stuff, but some people are actually having them, so. And we have to ultimately think about health and safety. So I guess the bigger question is, you know, we we do need to make a decision. I think tonight on what to recommend that path. It is because, you know, if we are going to have the fireworks, they have to be ordered. They have to be paid for all that kind of stuff. And people have to plan. So what's what sort of out of the gate. How's everybody feel?

**Peter Leonard-Morgan:** Well, this is Peter. Regretfully, I think if we do firework, it's going to attract a lot of people who are going to come congregate. I can't see it not happening. That's where the issue for me is. And the idea of not having fireworks on Fourth of July in the United States is awful. But. Seems it could cause a real problem for everyone if we have them. So it's something we have to really think about. Are we going to do it?

**Bridge Littleton:** Darlene, how about your thoughts.

**Darlene Kirk:** Danny said to delay it. But that's kind of crazy July 4th of July 4th. What are you going to delay it to? The next year? It's either we do it or we don't.

**Danny Davis:** Well, I'm sorry to cut you off. I know it sounds weird and it sounds unusual because you're correct. July 4th is July 4th. And so I do know that one of the ideas has been to delay towards Labor Day, to make it a end of summer type celebration to celebrate hopefully restrictions being fully released. Things like that. We still don't know what the world looks like, even, you know, a couple of months from now. So I agree it feels strange in that way. But, yet gives an opportunity to still around the community to come together for a celebration and still allow for potentially another kind of celebration to occur on July 4th that may not generate crowds. So I would I would say I hear you 100 percent. It does sound strange. But, you know, I would want to be cautious. Also, if there are a majority of other places that choose to not hold July 4th, and we are holding it then that will just create a greater draw for people to come here if they know that it's going to happen. So, you know, I, I would suggest and recommend we not hold it on July 4th and we do other things on that date. But again, I don't mean to jump ahead of council in the conversation right now.

**Darlene Kirk:** Well, I think we postpone it. Not postpone it. I think we need to cancel it for this year. I don't see anything that we do on July 4th really that is not going to draw a crowd.

**Bridge Littleton:** Darlene, let let's let's do this let's let's break this up into component pieces, because there's a lot of moving elements here. Let's let's take just July 4th, the actual date. Do we want to hold any kind of event or do

we. Do we want to have. I mean, clearly we can't have a gathering. Right. Do we want to have fireworks or not? Or do we want to. You know what? Let's just handle that first question alone and then we'll figure out delay or reschedule whatever. We got to clear up what we're going to do or not do on July fourth. So, Cindy, you got you're waving.

**Cindy Pearson:** [Inaudible]. There was a put down quite a while ago. Forty five hundred dollars for the fireworks. But that is not refundable, but it can be used at another date. [Inaudible]. So that's a thought to keep in your mind making the decision on the 4th of July or another time.

**Bridge Littleton:** Ok. So real quick, sort of go around the room. Anybody feel that we should do the fireworks on July 4th?

**Chris Bernard:** Bridge, can you guys hear me? Ok. I actually feel quite strongly about this. Well, I appreciate what Peter said about, you know, you can't imagine people not coming out. I just probably something we could do or we let our residents know that we're gonna go have the fireworks. We we put out some stuff about social distancing. We don't advertise it. But I think fireworks on July 4th. It's like an important I don't know, like a sign of hope or that things are still normal or I don't know. I think that people can watch it from their houses. They can watch it from their yard. Small town people can see it from a long ways away. I think if we do this carefully we can still do it. I think we're gonna have our hands tied on sort of get the gathering based on the county governor. So that that's kind of irrelevant. I don't think we can do anything. But if we're not going to do the fireworks on the fourth, we shouldn't do them at all.

**Philip Miller:** Chris, we agree with you. [Inaudible] signs out on both sides, down as people enter and put it out, the information beforehand through all of our different social media and marketing avenues and let people know that don't get out of your car. Maintain social distance. Wear a mask. Whatever the details happen to be. But we can have the fireworks and none of the other festivity.

**Chris Bernard:** Like the Blue Angel fly over, just it's an important thing.

**Philip Miller:** Exactly. Something to show that we're all in this united together. And if the county doesn't do it any of the towns don't do it, that's their choice. But yeah. As far as I'm concerned, we're in a place where we can do it. Then we should do it even if it's just the fireworks.

**Bridge Littleton:** Let's just go around the room real quick, make sure everybody gets a chance. We heard from Peter, Philip, Chris, Darlene, Cindy. Bud and Kevin. Or Bud, you go you go next.

**Bud Jacobs:** Well, I take everything that people have said about this heart to me. The fireworks are important, but I don't think they're critical and weighing having the event and putting on the fireworks show against the potential risks involved. I am very uncomfortable moving ahead with the fireworks display, even one that's circumscribed and limited, as I think Chris described. I'm I'm not in favor of it.

**Bridge Littleton:** Kevin.

**Kevin Daly:** I'm not in favor of it either. I don't think there's any one location in which you can launch fireworks from which everyone in the town would be able to observe it from their home. The other thing I'll toss out there is the first Fourth of July was celebrated by the ringing of church bell. So that's something that could be done. It only takes one person to go in each of the bell towers to ring the church bell. But we can have the fireworks at a later date, not call it the Fourth of July. Call it the Labor Day fireworks or do the St. [Inaudible]'s Day fireworks. But I'd rather error on the side of safety because I think I mean, what I've been observing lately is there's a lot of people getting complacent out there, walking into closed places, shops without wearing any masks. So I would I would not have the fireworks on the Fourth of July.

**Bridge Littleton:** Cindy, you had an extra point.

**Cindy Pearson:** Not just a point. I didn't get to give my two cents worth. Other than that information.

**Bridge Littleton:** Oh, that's right. I forgot about. It was just the deposit.

**Cindy Pearson:** All right. I did really feel strongly about the Fourth of July like Chris at first until I heard some ways that this might happen or a celebration for the town could happen, such as maybe the fire trucks doing a drive by with people outside their houses, just acknowledging them with the police or something, something small that we would include other people, bring them in. The fireworks is one of my favorite times of the year. So it's really hard for me to vote to not do right now. But I can't see the problem just have people in their cars wherever they wanted to be, but not get out. But how can you not have facilities for people somewhere? So that will cause a problem. Whatever we decide to do with fireworks. We could wait. And if Corona virus has to give us some time, hopefully a calendar year, maybe we have a celebration for fireworks at that point or I don't know. I'm sure there's a lot of different ideas that could be talked through. That's all for now.

**Bridge Littleton:** Ok. Thanks, Cindy. All right. Is there anybody else who has other thoughts?

**Philip Miller:** You know, we do have two other events that are coming up this year that are big, that maybe we could use fireworks for. One is Oktoberfest and one is Christmas in Middleburg. Do that then. Just throwing it out there.

**Bridge Littleton:** Oktoberfest is interesting. So, OK, well, you know, I think this is a tough one, right? I'm like Chris and Philip, you know, there there is no other day, the Fourth of July is the Fourth of July. It's not like some holidays that are, you know, the third Sunday of the month. And, you know, it's actually the number, right? It's the number that makes it special. But, you know, I would love to see if there was a way that we could, you know, I mean, if we could literally block off all four roads in the town and have it only for town people and, you know, shoot them off wherever the highest vantage point is. And, you know, the best people can see them, they can see them. And look, if you want to drive to another part in town and watch from your car, that's great. I would love to see if we could actually make that work. I don't think that's legally permissible. And so the more I think about it, the more I do worry about people hearing about it. And it's flooding into town. And, you know, I think inside of our town, our police and us, you know, you know, we can remind people, do the right thing and they'll listen. I mean, you know, they know who we are. They know who our police are. I'm going to throw out a separate thing that is kind of anecdotal to this. They've showed some of the tracing data for Northern Virginia and some of the reasons why are our numbers are so are are not trending the right way while we're because we're staying in is that by and large, a lot of people are in the Northern Virginia region and they're doing this through cell phone tracking data, even though we're under lockdown are still moving about a lot and coming in contact with people, a lot more so than a lot of other places in the state. And, you know, I just I, I fear that, you know, we'll attract, you know, how can I say this very politely. Like, we have a higher, Northern Virginia has a higher percentage of people who are, you know, not really following the rules. Good, bad or indifferent, whatever. And it just it gives it gives me an X factor that that I get really concerned about if we have a huge influx of people into town. So, I mean, I do think this is this is a council decision. It's this is not it. This is not a, you know, Danny decision or a Bridge. And so I do want to I would like us to vote on, you know what? We want to postpone it for later. And it doesn't necessarily mean we postpone 4th July. But, you know, to Cindy's point, we've got the down payment. It's good till the end of the year. Let's we'll we'll figure out an event to use it for. Don't get me wrong. Right. We're not gonna let them go to waste. And whether we call it the 4th of July/Oktoberfest, or just Oktoberfest fireworks. We'll figure that out. We won't let the money go to waste. But and again, please feel free to vote how you feel to vote. And I don't think, Danny, it's a bad idea, even if we vote tonight. If you could check with the county or the sheriff's office tomorrow, I would be to see if we could literally block off the town for one hour on the night of 4th of July. I seriously doubt it. But, you know, I don't know the answer. AJ might know the answer if AJ is still on. Let me look. AJ is still on. AJ, do you know?

**AJ Panebianco:** Ok. Yeah. Now I'm off mute. I am not. I'm sure we could block off enough to give us to where we don't have people lined up and coming through, but I don't think we can shut it down. I would probably like to talk to Danny more about potentially if this is something we're looking at, because there are some there's a traditional

thing that occurs every Fourth of July and that people park in the downtown and get out and just stand by their cars as well as over at the park. So it's going to be very difficult on face value, but not something that maybe Danny, myself and a couple other minds could put together if this is something council is interested in.

**Bridge Littleton:** I mean, I think it's probably I mean, God knows you'd have to have 100 policing. So it's probably. Yeah. Yeah. You guys talk tomorrow and see if there's if you think of a thing that's different. But I think we do need to act on this tonight and so. On the idea of of you know, won't say to postpone or cancel. I'll just say not having fireworks on Fourth of July. Let's go around the room real quick. Peter. Have them or not have them on the fourth.

**Peter Leonard-Morgan:** Not have them on the fourth.

**Bridge Littleton:** OK, Philip.

**Philip Miller:** I say, if at all possible with safety measures in place. We do it.

**Bridge Littleton:** OK. Cindy.

**Cindy Pearson:** It is a really hard one for me to come to. But safety, I guess, is important. And I would say there is another day in the year that people do set off fireworks it's New Year's Eve. And still in this calendar year. That could maybe work. Kind of cold, though. Might not work. Anyway. I'll say no. Not for the fireworks on the fourth.

**Bridge Littleton:** Darlene.

**Darlene Kirk:** I hate to do this, but I think we really can't do them. I think there's too many people that aren't doing what they're supposed to do, and I just don't think we should risk safety. I hate to have to police them like that, but.

**Bridge Littleton:** And that, you know, we're being forced to make decisions right now, it's a month and a half away. But, you know, people gotta plan and and all that kind of stuff. So, Chris.

**Chris Bernard:** I think it's a little too early to just pass on it. I think we'd be creative and at least try to find a solution but make it happen if at all possible. But if there's no way to pull that off [inaudible].

**Bridge Littleton:** Yeah, I mean, I did get an e-mail from from the Community Center. They have to make a decision on the fireworks because they're planning like immediately that they're out of time to let the company know. Bud.

**Bud Jacobs:** I vote not to have fireworks on July 4th, and I would urge us to refrain from thinking about blocking off the town in some fashion for residents only, that the net result of that has got to be to generate a lot of ill will towards the town and toward our our our citizens. In a time when people are at a kind of on a short fuse. I just think blocking the town off is a bad idea.

**Bridge Littleton:** That's a really great point. OK. Kevin.

**Kevin Daly:** Negative. No fireworks. Ring the bell, stand out the fire trucks and bring their bells, but no fireworks.

**Bridge Littleton:** Ok. So, Danny, for you and the staff. So I think the consensus is, you know, to not have fireworks on the fourth. I think the next thing is for you guys, maybe get with the community center, whoever else, figure out what a plan would be to, you know, as as Cindy said, let's not waste that deposit. When it would make a lot of sense, when it would work, when it would be fun. You know, what are other people doing? Stuff like that. And I think the second thing would be and if anybody on council wants to help Danny and staff with this, what would be acceptable, safe things that we can do on the Fourth of July? You know, like driving the fire trucks around, maybe even spraying the hoses on people in their front yards or whatever, you know, whatever whatever it is, you know, I don't mean at full pressure. [Inaudible]. Cindy, that's what she was expecting she was expecting riot control, you know, or, you know, giving everybody flags to put, you know, place their front yard or whatever. Sparklers, I don't know. So,

Danny. You know, if you guys can come up with something that we can do to make it make it feel like Fourth of July as best we can without a big organized, you know, kind of thing, I think that would be great. And I think we would really want to have a plan on that. I would say by next council meeting, especially if we're going to be buying flags or buying sparklers or whatever. Let's let's let's do as much as we can to really make it fun.

**Danny Davis:** Absolutely. Yes, sir. I think it's a great plan.

**Bridge Littleton:** We can actually get the dunk tank out, put AJ in. And what I'll do is I'll go to tennis club and I'll borrow one of their ball machines. And we just aim right at the target and just, you know, put it on put it on Facebook and, you know, AJ can get his waterlilies on. [Laughter]. Ok. You know, I appreciate that from everybody. It's a really tough thing because, you know, Fourth of July is so important to us. It's emotional and it defines us as Americans. We'll make it as best as we can and take it from there. So, OK. Next item, Danny, is the request for consideration of a boundary line adjustment by the Hill school et al.

**Danny Davis:** Thank you, Mr. Mayor. And we do have Treavor Lord on the phone as well from the Hill School in case there are any questions from him. And I know some of the other property owners are watching or staying on track with this. As you know, the Hill school property is split by the town boundaries. So a portion of the Hill school, very southern property towards Landmark School Road is partially in the town and partially outside of the town. And then there are an additional few parcels that are on Landmark School Road already on town water, but they are outside of the town limits. And they approached the mayor and we had a discussion with Mr. Moore and the mayor and myself, along with some representatives of this group, to discuss kind of process and their requests. So they formally submitted that to us early this week. And our recommendation right now would be that we take a look at the request and spend the next week and a half or so putting a report together of what what this process would just simply entail. It's not a analysis of the request. It's not a full determination. But it would simply be to say what what would it take to actually pursue this in terms of time cost and what are some of the implications to both the actual activity of it, but also to other activities of staff in support of the council. So I believe even though it's not in the packet in front of you, I did send to each of you a request that came in from the Hill School and the other property owners there. And then. So you have that at hand. But if we can answer questions if you'd like. Again, Mr. Lord is on the phone if you have questions specifically right now. But like I said, I think what we would prefer is to get your blessing, to go spend a little time providing some analysis of what this looks like in terms of timeline and processing and in costs and things like that.

**Bridge Littleton:** Ok. So before we go round your council on Treavor, was there anything you guys wanted to mention or on behalf of the Hill School and the other property owners?

**Treavor Lord:** Thank you, Bridge. I'll be very brief. I've set aside my 50 decks presentation given given the hour. But no, Danny said it well. As you all know, the Hill School has approximately 140 acres on the southern side, in Middleburg, roughly half the property is in Fauquier County. The Loudoun County portion, it's divided between the county and the town limits. The vast majority of our school buildings fall within the town limits, although our gymnasium is bisected by the town. And so it's just a request for the council and the staff to consider, essentially, including the Loudoun County portion in the town of Middleburg. And I'm happy to answer any other questions.

**Bridge Littleton:** So we'll go around real quick, see if anybody has. One thing I do want to mention. So I did reach out to Tony Buffington. Danny's reached out to this to Supervisor Buffington's staff. I also reached out to Tony directly earlier, letting him know the situation and the request and that all the landowners were in favor of a boundary adjustment. But just since he's our supervisor, we would have to do in cooperation with Loudoun County if he saw any issues or had any concerns. And he had no concerns at all. And would be totally supportive of our efforts to do this should we want to. But we'll go around real quick. Peter, any questions or or input?

**Peter Leonard-Morgan:** Thank you, Mayor. Danny, can I ask you. You said it was on town water. Is it on town sewer as well?

**Danny Davis:** They are currently on individual septic, the homes there on the Landmark School Road. And in that is one of the opportunities would be to pursue opportunities to connect them to our public sewer. We definitely from a public health purpose, you know, failing septic systems are a challenge overall. And so that is one aspect that we would analyze or at least put together some information of how and how that could occur. What that might take. Annexing into the town doesn't require an immediate connection to our sewer, but it gives the opportunity to connect. And frankly, we would want to encourage that through a number of different opportunities that we could bring to at a later date.

**Peter Leonard-Morgan:** Yes, it would seem to me to be positive to have those houses on the town sewer system and no longer have the drain fields, septic fields nearby the town. Thank you.

**Bridge Littleton:** Philip? Any questions?

**Philip Miller:** No questions. I think, Peter, you've brought up my only concern, which is the drain field, and bringing them under sewer. I think that would be ideal. Other than that, let's just pursue it.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Yes, I do have one thing that maybe I thought would be a great idea to do this. I think it would work well. But I do know there's a well still on some of those properties that maybe, you know, if they did come in, that would be I think Go Green was working on closing the well.

**Bridge Littleton:** Wellhead protection.

**Cindy Pearson:** Wellhead protection. Thank you. So that would be an opportunity there to get those wells closed up properly.

**Bridge Littleton:** Agreed. That's great. Darlene.

**Darlene Kirk:** Just apologies to Treavor for making him sit through our whole meeting. I have no other questions.

**Bridge Littleton:** Chris.

**Chris Bernard:** Sounds like everything's been addressed. As long as Treavor doesn't think he wants to join Fauquier County instead, then I'm in.

**Bridge Littleton:** Chris, it's not nice to threaten your friends. Bud.

**Bud Jacobs:** I have no questions. Thank you. I think it's a great idea.

**Bridge Littleton:** Right. And then last but not least. Colonel Kevin.

**Kevin Daly:** Yeah, I'm surprised this hasn't been done before. All I don't see a downside to this. I'm just surprised that this hasn't been done in the past. I say go forward with it.

**Bridge Littleton:** Well, thanks, I appreciate it. Treavor, I know you and I talked about this. I think that's a great idea. And the fact you got all the landowners there along Landmark as well willing and wanting to come in. I think it'll you know, it's a process that's going to take whatever has to go through it. It's not overnight, but with everybody on board, I think it's I think it's a good decision. So, Danny, do you and the town staff have everything you need to start moving forward and planning out the right way to to, you know, to do all that is going to cost and and drive forward on this process?

**Danny Davis:** We do. I believe we do. And we'll work with Mr. Crim, of course, on the legal aspect. And he he just went through this in some other jurisdictions where he has some, you know, examples of various aspects that would be needed for the process. And, of course, working along with Mr. Moore in terms of process, timeline, schedule, things like that. So we're going to shoot and do our best to try to get this back to you at the May 28 meeting, just as kind of the overview of what this looks like.

**Bridge Littleton:** Ok. Treavor. Thank you guys very much. I think we're ready to press forward.

**Treavor Lord:** Ok, that's great. Bridge, before I go, I just want to thank the council for their consideration and support and also to point out that part of the driver here is really to help simplify for Hill School, we'd much rather be working with the town of Middleburg versus the town of Middleburg and Loudoun County. And this is part of the reason why. So thanks, everyone.

**Bridge Littleton:** You bet. Thanks. Ok. Next item is the update on the two support programs.

**Danny Davis:** I'll be brief, Mr. Mayor. Just simply say the restaurant program continues to go well, as I believe you're aware, CuppaGiddy Up, Upper Crust and Market Salamander have all reopened for the month of May. So they're now participating as well. The vouchers used to date is not a perfect, accurate reflection right now just because we haven't gotten all of them back from all of the various restaurants. So I imagine some of them are actually much higher than what you're seeing right now. But I will say, as we got near the end of April, the restaurants were getting slammed with business in terms of people using them up. And I think, as we've said before, there's a multiplier effect here. And I think it's giving a lot of the residents an opportunity to reconnect or to connect for the first time with some of the restaurants. And I think it's going to be great in a long term manner in terms of the retail program we have currently. Twenty one, I think it's actually up to twenty two businesses now that are participating in this. And we begin begun receiving their reports of the sales that they have done, the discounts they've provided in the requests for the reimbursement. Mr. Gaucher is managing the majority of all of that tracking, receiving that back from the businesses, checking on their marketing, make sure that they are keeping their end of the bargain and then and then providing that to our to Julie for processing in terms of payment of payments to them as part of the agreement. So it going well. We're continuing to answer some questions, but we've provided a lot of assistance to these businesses to help them in any way that we can.

**Bridge Littleton:** Ok. No, that's great. Appreciate it. Anybody have any questions for Danny on the on the status of the two programs? Cindy?

**Cindy Pearson:** Didn't the Upper Crust open too? If you said it, I'm sorry.

**Darlene Kirk:** [Inaudible]. Marsha and I got cookies there this afternoon.

**Bridge Littleton:** Any any other questions for Danny on the two programs? I don't know if everybody saw it, but I think two weeks ago was the Washington Business Journal did an article on it. It was really good article, although I didn't like the title, but the article was great. The title of something like Town Pays People to Eat. Didn't really capture the program the right way. But like that. It's the press. So. All right. Next item is the closed session. So. So, Rhonda, what do we. This is this is going to be our first closed session via call in. What do you need us to do on this?

**Rhonda North:** So the first thing we'll need to do is, of course, make the motion in and do the vote to go into closed session. Then what I'm going to do is I'm going to turn off the Swagit systems so we're not recording and going live over the air. And I'll disconnect anyone from the Uber conference. That is not and should not be participating in the closed session. At that point, we should be in good shape.

**Danny Davis:** And Mr. Mayor, just to add on to that, the people that should be on would be counsel, Mr. Crim, Mr. Moore and then Ms. North and myself. So the rest of our staff will release them from the rest of the meeting unless there's anything else you need to ask them before the meeting's over.

**Bridge Littleton:** Yeah. OK. So before we adjourn, anything else and go into closed session. Does anybody have any information, items or discussion items they want to bring up on anything?

**Chris Bernard:** Mr. Mayor.

**Bridge Littleton:** Mr. Bernard.

**Chris Bernard:** I have an idea related to the Fourth of July thing. What is the largest American flag that we could purchase and put on the water tower on either side of town and leave us for the duration of this whole quarantine? That might be a cool sign to people coming through town or the people in town to see every day. I really love when we put the flags on street poles.

**Darlene Kirk:** Good idea, Chris.

**Kevin Daly:** That's a great idea.

**Bridge Littleton:** I love it.

**Peter Leonard-Morgan:** Can I make a friendly amendment? [Inaudible]?

**Chris Bernard:** Yeah, we'll get a 100 foot by 60 foot American flag and we'll get a one inch by two inch British flag. Put it right next to it.

**Bridge Littleton:** No, no, no, no. Hey, hey, Peter. You can get a Hawaiian. You can get a Hawaiian flag. How about that? Thank you. Yeah. Chris, it's a great idea. I will tell you one of the things that was most. One of the most awesome things the year after 9/11 was when the people had these huge flags from the overpasses and the ones they had for the Kennedy Center. It was just awesome. So I think that's a great idea.

**Danny Davis:** Well, we'll talk about it with our water tower folks about the possibility of doing that and see how we can you know, how that can work. So we will we'll start on that.

**Chris Bernard:** Just tell them we're doing it.

**Bridge Littleton:** Yeah, I was going to say Danny, who owns the Water Tower?

**Danny Davis:** Structural Integrity.

**Bridge Littleton:** Because a bed sheet with some blue and white stripes painted on is really going to bring the tower down. I mean, Danny, did you you really just say structural integrity?

**Danny Davis:** I did. I did.

**Chris Bernard:** Let's chat tomorrow.

**Darlene Kirk:** He's tired. Let him go home.

**Bridge Littleton:** Hey, Chris. I got a flag in the basement. Let's you and I climb and hang it tonight.

**Chris Bernard:** I'll get my [inaudible] robe out.

**Bridge Littleton:** Exactly. OK. No, Chris, it's a great idea. Thanks. All right. So now everybody who's not going to be part of the closed session, go ahead and drop off. And then does one member of council want to read the motion?

**Chris Bernard:** Really quick. Rhonda, I'm obviously not video'd in so don't kick me off. I'm 270 5563.

**Rhonda North:** I see you.

**Philip Miller:** Ready for the motion?

**Bridge Littleton:** Yes.

**Philip Miller:** I move that council go into closed session as authorized under Section 2.2-3 [inaudible] of the Code of Virginia, the discussion or consideration of the acquisition of property for a town hall building as allowed under subsection A three. I further move that council thereafter, reconvene in open session for action as appropriate. Thank you for making that a short one.

**Bridge Littleton:** I was just going to say I love the brevity.

**Danny Davis:** All right. Give us one minute.

**Rhonda North:** I need a second and a vote.

**Darlene Kirk:** Second.

**Bridge Littleton:** All right, Darlene. Darlene. God, sorry. Rhonda, if you can do the roll call.

**Rhonda North:** Vice Mayor Kirk.

**Darlene Kirk:** I'm here.

**Bridge Littleton:** Gotta vote.

**Darlene Kirk:** Oh, yes. Aye.

**Rhonda North:** Council Member Bernard.

**Chris Bernard:** Aye.

**Rhonda North:** Council Member Daly.

**Kevin Daly:** Aye.

**Rhonda North:** Council Member Jacobs.

**Bud Jacobs:** Aye.

**Rhonda North:** Council Member Leonard-Morgan.

**Peter Leonard-Morgan:** Aye.

**Rhonda North:** Council Member Miller.

**Philip Miller:** Aye.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Aye.

**Bridge Littleton:** All right. We are in closed session.

**Rhonda North:** Okay, Mr. Mayor, we're ready to go.

**Bridge Littleton:** Okay. I ask that council certify to the best of each member's knowledge, one only public business matters lawfully exempted from the open media requirement through the Virginia Freedom of Information Act and two only such public business matters, as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting. I would like to remind those present for the closed session that any discussion that occurred within it should be treated as confidential. Darlene.

**Darlene Kirk:** Yes.

**Bridge Littleton:** Cindy.

**Cindy Pearson:** Yes.

**Bridge Littleton:** Philip.

**Philip Miller:** Yes.

**Bridge Littleton:** Peter.

**Peter Leonard-Morgan:** Yes.

**Bridge Littleton:** Chris.

**Chris Bernard:** Yes.

**Bridge Littleton:** Bud.

**Bud Jacobs:** Yes.

**Bridge Littleton:** Kevin.

**Kevin Daly:** Yes.

**Bridge Littleton:** And yes. And with that, the meeting is adjourned.