

**Town of Onancock  
Town Council Meeting  
Monday, August 22, 2022  
7:00 PM**

**1) Call to order and Roll Call:**

Mayor Fletcher Fosque called the meeting to order at 7:00 PM and roll was called. Mayor Fletcher Fosque and Councilmembers Thelma Gillespie, Cynthia Holdren, Joy Marino, Sarah Nock and Maphis Oswald were present. Councilmember Ray Burger was not present. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present. A quorum was established.

**2) The Pledge of Allegiance was recited.**

**3) Consideration and Approval of July 25,2022 Meeting Minutes:**

Councilmember Holdren moved to approve the minutes. Councilmember Oswald seconded the motion. The motion was passed with a 5-0 vote.

**4) Public Business:**

**a) Public Hearing – Homestay application – 43 North St.**

Town Manager Spuck spoke with the applicant explaining the Homestay property must be able to serve as homeowner's primary Onancock residence per Section 38-77 (3) d. The applicant has withdrawn the application and may reapply at a later date.

**5) Council discussion:**

**a) Marshall St. extension – (this agenda item was added after distribution of Town Council packet)** Town Manager Spuck spoke with the owners of the parcels about the development of houses at the end of Marshall St. There are three parcels. One has building plans completed and the other two have been surveyed. Manager Spuck asked Town Council to consider a two-year project to extend the road. Phase one will add a crushed concrete base while phase two will tar and chip. The road extension will be designed to current VDOT specifications. Councilmember Nock moved that Town Council adapt the first step of 6" concrete crush base road, 20 ft. wide to VDOT standards for the connection of Marshall between Kerr and Waples. Councilmember Gillespie seconded the motion. The motion passed with a 5-0 vote.

**b) Financial report format –** Councilmember Holdren presented samples of financial reports. (The samples will be posted with approved minutes.) After Town Council discussion, several ideas were presented. Town Manager Spuck will revise the format.

**6) Public Comments**

**a) Tom Hines – Accomack Town Council –** Mr. Hines asked for assistance in the "Save our School" campaign. The Accomack County School Board has priced the cost of renovating the school or building a new structure. It was reported the cost to renovate would only be slightly more than new construction. He urged former school attendees to reach out to the Board of Supervisors to ask for the preservation of the school's historic aesthetic appeal.

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b) Brandon Brockmeier- 12 King St – Brandon spoke on behalf of Peaches Dodge thanking the Town Council for expediting the last payment of \$50,000 for Eastern Shore Coalition Against Domestic Violence (ESCADV) from ARPA funds.

**7) Committee Reports**

- a) Personnel – Councilmember Marino reported the Employee Handbook is ready for review by the new Town lawyer. The town office has been in contact with three firms.
- b) Planning Commission – Mayor Fosque reported the B-2 district was reviewed. The next meeting is Monday, October 3, 2022.
- c) Waterfront –Waterfront committee did not meet in August.

**6) Mayor’s Report –no comments.**

**7) Town Manager’s Report**

- Jackson St paving started. A sewer line was crushed but HRSD repaired the damage.
- Holly St drainage – The Town was charged by VDOT to install culverts and clear overgrowth on drainage easement before they begin their work. VDOT will manage the storm water drainage.
- Historic Onancock School – survey of school property is required for a grant application and potential funding. The quote from Shoreline Survey is \$3,900. The school director, Joani Donahoe asked for the Town’s help with this expense. She plans to reimburse the town if the grant funding is approved.
- Town Plan update – the RFP was emailed to five firms. The deadline for proposal submission is September 9, 2022. An amendment to change the work completion date from December 31,2022 to March 31, 2023 was sent to all firms.

Councilmember Marino moved for Town Council to have a closed session to discuss a real estate matter [as per Section 2.2-3711 (A)(3)]. Councilmember Holdren seconded the motion.

**9) Closed Session**

Mayor Fosque called the closed session to order at 8:17 PM.

Councilmember Marino moved to adjourn closed session at 8:31 PM and certify by individual vote that the only discussion was the matter described in the motion to enter closed session. Councilmember Holdren seconded the motion.

All present councilmembers voted yes.

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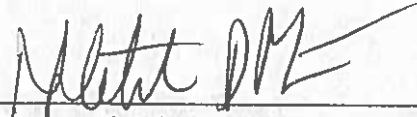
**10) Open Session**

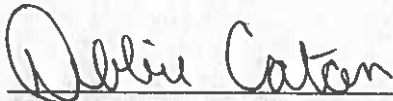
Councilmember Oswald moved to decline the offer to sell 9 Watson St. Councilmember Nock seconded. The vote passed with 5-0 vote.

**11) Adjourn**

Councilmember Oswald moved to adjourn the meeting. Councilmember Nock seconded. The motion passed 5-0.

The meeting adjourned at 8:48 PM.

  
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Mayor, Fletcher Fosque

  
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Town Clerk, Debbie Caton