



OCCOQUAN TOWN COUNCIL
Regular Meeting Minutes
Town Hall – 314 Mill Street, Occoquan, VA 22125
Tuesday, June 2, 2020
Upon Completion of Budget Public Hearing

Present: Mayor Earnie Porta; Vice Mayor Pat Sivigny; Councilmembers Matthew Dawson, Cindy Fithian, Laurie Holloway and Eliot Perkins

Absent: None

Staff: Kathleen Leidich, Town Manager; Martin Crim, Town Attorney; Kathleen Dellinger, Town Treasurer; Adam Linn, Chief of Police; Jason Forman, Town Sergeant; Julie Little, Events and Community Development Director; Katy Nicholson, Town Clerk

1. CALL TO ORDER

Mayor Porta called the meeting to order at 7:03 p.m.

2. PLEDGE OF ALLEGIANCE

3. CITIZENS' TIME

Mayor Porta read the following statement:

“Before we begin Citizens’ Time I’d like to read a brief statement that I hope will positively influence the tenor of our discussions tonight. I will give each Council Member an equally brief opportunity to comment after I’m done if they wish. There has been a great deal of tragedy in our country and beyond in the past few weeks and months and our sympathy lies with all those who are suffering from it. It’s an unfortunate reality that systemic, institutionalized racism still exists in our society, which each of us individuals has an obligation to resist and help eliminate in the manner our conscience dictates. We have been fortunate in Occoquan, but we are part of a larger community to which we also have an obligation. Perhaps the best contribution we can make is by our example. I want to commend and thank our Town police department. Without diminishing the anguish of others, I know that they too are under stress and I want them to know that all of us are proud of them and that they have our respect and support in the example they set. I would also like to suggest that the rest of us strive to set an example with our words and actions. Exaggeration and hyperbole that are sometimes harmless, in the current environment may not be so. And consequently I hope all of us will redouble our efforts to speak with accuracy and act with empathy to the best of our ability. I have some specific suggestions for later in the meeting, but for the time being let me end there.”

Councilmember Holloway thanked the Police Department for being accessible and willing to discuss a concern with her during the weekend.

Seeing that all speakers planned to address the topic of the Town restrooms, Mayor Porta closed formal Citizens’ Time at 7:05 p.m. to allow for a dialogue between Council and the speakers.

Mayor Porta proposed opening the public restrooms Thursday through Sunday, from 12:00 p.m. to 4:00 p.m., beginning June 4. He suggested converting both restrooms to unisex facilities so users would not need to wait in line according to gender. He noted that if the doors to the restrooms could not be locked from the inside, the Town could use COVID-19 grant funding to pay for an employee to monitor use of the restrooms. He also said the Town would need to provide sanitary wipes to

allow the public to wipe down restroom surfaces. Mayor Porta explained that his proposal for limited restroom hours was due to cost and the need to manage sanitation.

Cathy Campbell, the owner of Details of Occoquan, explained that during the previous few months, she and other Town business owners had been learning how to do business in a world that was basically closed. She noted that it had been difficult to keep up a normal routine and to maintain communication with the Town and members of the community. Ms. Campbell said that her store had reopened at reduced capacity and that they had been trying to operate safely with the increasing number of visitors to Town. She added that she was hoping for guidance on how to handle these challenges and how to effectively communicate with other merchants and the public.

Pam Konwin, owner of Elements, noted that the public restrooms were an asset to the Town and that their closure had been a detriment. She requested that the Town reopen the restrooms, or at least make port-a-johns and hand-washing stations available.

Betsy Merklein, owner of Personally Yours, said she thought the Town had initially navigated the pandemic well with strong communication. She noted that as the Town began to reopen, it had entered a “black hole of no information” regarding plans to reopen the restrooms. She also expressed concern over the mixed messaging of welcoming people to Town but making the restrooms unavailable to them. Ms. Merklein requested that the Town improve its communication with the business community regarding the decision of when to reopen the restrooms.

The following email message was submitted for the record by Donna Sherman, the owner of Puzzle Palooza:

“Please open the town's public restrooms during business hours! Our customers deserve to have clean, USABLE restrooms available when they are in our town. I have seen far too many people walk away in disgust when told there is NO WHERE in town for them to use restrooms. When you see a VERY pregnant woman with a screaming toddler in her arms searching for the nearest restroom, it is heartbreaking! The good will from town visitors will far outway any expenses incurred to keep the restrooms clean. At this critical time, we need people to WANT to come to town to shop, dine, and relax. I have seen many new faces in town over the last few months. I hope they will want to return. Please do whatever is necessary to open the restrooms beginning this weekend, if not before!”

Mayor Porta responded that Ms. Little had made an effort to communicate clearly and consistently with the public. He noted that while Council had agreed to assess the status of the restrooms at each of its meetings, the Town had not communicated with the business community regarding the issue. He added that while Council had been discussing the status of the restrooms, he had underestimated the extent of public need for them during the pandemic.

Mayor Porta asked those in attendance whether the tentative plan would be agreeable, and noted that members of the audience nodded their heads. He asked staff whether the tentative plan would be feasible. Ms. Leidich responded that nearby jurisdictions were handling the issue in different ways, and that several localities had not reopened their public restrooms. She noted that the Town’s cleaning company was available on Fridays but she would need to find out whether they were available on Thursdays. She also said that there was a problem with two of the toilets and that the plumber would be repairing them the following morning.

Mayor Porta said his primary concern was having sanitation supplies to enable staff to wipe down restroom fixtures. He asked whether staff would have access to the wipes by June 4. Ms. Leidich responded that staff had been unable to procure the wipes recently due to the high demand. Mayor Porta asked Ms. Leidich to look into the matter the next day and determine whether the restrooms could reopen on June 4 or June 6. Ms. Leidich noted that Prince William County planned to put up signs notifying users that the restrooms were cleaned once a day and encouraging physical distancing and personal hygiene. Mayor Porta said he thought this information would be beneficial, and that it was particularly important for restroom users to have the ability to clean the fixtures.

Vice Mayor Sivigny said he agreed with Mayor Porta's proposed plan, dependent on supplies. Councilmember Dawson also agreed with the proposed plan. He added that restroom users could use paper towels to avoid touching the fixtures.

Councilmember Fithian asked whether there were toilet seat covers in the restrooms. Ms. Leidich responded that she would need to check on this. Mayor Porta agreed that toilet seat covers were a good idea.

Councilmember Holloway said someone would need to check the restrooms regularly to ensure that the sanitation supplies were stocked. She noted that she had been against reopening the restrooms during the pandemic. She added that she had made many purchases from various Town businesses during the pandemic and that no one had mentioned the restroom issue until recently. She also said that she would like to reopen the restrooms but she had concerns about the logistics of limiting them to one person at a time. Mayor Porta responded that unless the main doors to the restrooms could be locked, the Town would need to keep someone nearby to monitor their use. Councilmember Holloway also noted that Prince William County planned to clean its restrooms once a day, and that did not seem sufficient.

Mayor Porta said he expected to hear requests for additional restroom hours. He added that he did not feel compelled to alter the proposed hours until the Town was ready to do so. Councilmember Holloway noted that the Town was busy on Tuesdays and Wednesdays. Mayor Porta responded that he would be in favor of opening the restrooms Tuesday-Sunday if possible.

Councilmember Perkins said he would prefer to open the restrooms throughout the week and that users would need to take personal responsibility for sanitation. He added that if the Town provided sanitation products and limited use to one person at a time, users would be reasonably safe. Councilmember Holloway agreed with this, but expressed concern about the Town's ability to limit users to one person at a time. Councilmember Perkins responded that the Town would be responsible for cleaning the restroom and limiting the number of users. Council agreed that the restrooms initially should be open Thursday-Sunday with a goal of opening them Tuesday-Sunday.

Mayor Porta noted that Northern Virginia was expected to move into Phase Two of the Governor's reopening plan in the next couple of weeks, which would include indoor seating at restaurants at 50 percent of capacity. This would mean that customers also would have access to restaurant restrooms he explained.

Councilmember Fithian said she thought that if the Town opened the restrooms on June 4, they should be open every day subsequently, with an attendant to keep the sanitation supplies stocked. Ms. Leidich confirmed that Council wanted an attendant in place from 12:00 p.m. to 4:00 p.m. every day. Mayor Porta noted that Council would assess the situation at its future meetings.

Ms. Merklein asked if the restroom hours could be extended. Mayor Porta responded that the hours would be extended once staff determined it was feasible to do so safely.

4. APPROVAL OF MINUTES

a. April 7, 2020 Regular Business Meeting Minutes

Moved by Councilmember Dawson; seconded by Councilmember Perkins.
Motion **passed** unanimously by voice vote.

b. April 21, 2020 Work Session Minutes

Moved by Councilmember Perkins; seconded by Councilmember Fithian.
Motion **passed** unanimously by voice vote.

5. MAYOR'S REPORT

Mayor Porta read the following statement:

“Assuming a majority of the Council does not overrule me, I am instructing the Events and Community Development Director to suspend comments, not posts, on the Town’s social media pages for the time being. As I mentioned in my earlier remarks, exaggeration and hyperbole, not to mention misinformation, that is sometime harmless, is potentially less so in the current environment. Unfortunately, while social media is a sometimes useful vehicle for distributing information, for a governmental-entity it is far from ideal for engaging in a subsequent ongoing conversation. Unlike a private organization the First Amendment prohibits governmental entities from moderating such conversations in a way that would be commonplace in other circumstances. Consequently, particularly during times of stress or crisis, when staff should be focused on compiling and distributing accurate information, they risk having their time diverted to responding to sometimes lengthy comments that are peppered with inaccuracies, misinformation, or worse, that if left unaddressed potentially imply endorsement. Meanwhile attempts to address some inaccuracies sometimes simply encourage the inaccurate narrative, or the bad faith actor, in a medium whose very algorithms are designed to favor the inflammatory and divisive. Closing off comments is considered in some quarters the best practice for governmental entities. It does not in any meaningful way inhibit communication between the government and its citizens, who can still communicate directly not simply by phone or email, but by the social media platform’s private messaging vehicle. What it does prevent is a patina of legitimacy being ascribed to misinformation because it appears on a government site, while other priorities have prevented staff from addressing them. For those who wish to grandstand with misinformation before a larger audience, they are free to do so on their own or some other site, and when staff receive private messages or emails on a subject they can decide whether or not the questions or comments are of sufficient import or value to modify or add to a post. Let me be clear that while there has periodically been inaccurate commentary on the Town’s social media platforms by bad faith actors, this is a preemptive action driven by the particularly difficult times in which we are operating, where the danger of misinformation is heightened. To ensure that people are aware of how best to communicate to staff regarding a social media post, the Events and Community Development Director will be given a standard message to include at the bottom of each post, which will read something like “If you have questions or comments about this post, please send an email to [] or a PM to [] and we will respond as soon as practical and consider updating the post as appropriate.”

Mayor Porta requested that Council direct Ms. Little to keep his proposed policy in place for the remainder of the Council term, ending June 30, at which time Council could revisit the issue. He noted that he had spoken with Ms. Little about the matter and that she was in agreement.

Councilmember Fithian said she respected Ms. Little's judgment on the matter and that she would like to hear from Councilmember Holloway, who had considerable experience with social media. Councilmember Holloway responded that it usually was not advisable to limit conversation on a social media page, but this was an unusual situation. She added that she would be comfortable with Mayor Porta's proposal as long as the messaging included staff contact information. She also noted that staff should continue to communicate frequently with the public, particularly in times of crisis.

Mayor Porta noted that he had heard feedback from some residents who did not use Facebook due to its security problems, and he wanted the Town to consider using an additional social media platform. He added that this was the Town's only communication method that required the audience to register with a specific vendor. He suggested that staff look into Vero, MeWe and other social media platforms.

Councilmember Holloway noted that when the Town redesigned its website, the goal was to design a site that could easily be updated. She said she would prefer for the Town's website to be the go-to place for information, augmented by Facebook. She added that Vero and MeWe were not commonly used platforms. Mayor Porta responded that he did not intend to replace Facebook with another social media platform, but he wanted to provide another option for people with privacy concerns. He added that the Town had made the decision to invest in its social media presence. Councilmember Holloway said she understood Mayor Porta's concerns and that although she did not think an alternative social media page would benefit the Town, it would provide another option for residents with concerns about Facebook. She added that she did not think the Town had taken full advantage of its website features.

Councilmember Perkins said he agreed that the Town could make better use of its website, and that Facebook also was an important tool for disseminating news and information. He added that if the Town decided to offer an additional social media page, it should be a commonly used platform with fewer privacy concerns than Facebook.

Mayor Porta said he thought Council was mostly in agreement on these points and that his main concern was that any additional social media offerings did not substantially increase Ms. Little's workload. He added that the value of social media was its ability to push out information to users and that he simply wanted to address the concerns of residents who did not want to join Facebook. He asked Ms. Little to look into the alternative options and report back to Council.

6. COUNCILMEMBER REPORTS

Councilmember Perkins reported that the Planning Commission had not met. Mayor Porta asked whether the Commission would hold its June meeting. Councilmember Perkins responded yes.

Councilmember Holloway reported that the Architectural Review Board also had not met, and that she hoped the Board would hold its June meeting.

Councilmember Holloway also mentioned that a small memorial service for longtime resident Rick Musselman was planned for June 3. She noted that social distancing would be implemented during the memorial service.

Councilmember Fithian thanked Town staff for their recent clean-up efforts, particularly trash and storm drain cleaning. Vice Mayor Sivigny also thanked the Police and Public Works Departments.

7. STAFF REPORTS

a. Town Attorney

Mr. Crim noted that the Town's new Noise Ordinance had been posted in accordance with the Town Charter.

Mr. Crim also reported that he had advised staff in regard to outdoor dining regulations. Mayor Porta noted that several restaurants had submitted applications for temporary outdoor seating. Ms. Little said The Spot on Mill Street had recently inquired about using a nearby parking space for temporary seating. Mayor Porta responded that staff would need to review the request from a safety standpoint.

b. Town Engineer

The meeting agenda included a written report from the Town Engineer.
No further discussion.

c. Building Official

The meeting agenda included a written report from the Building Official.
No further discussion.

d. Zoning Administrator

The meeting agenda included a written report from the Zoning Administrator.
No further discussion.

e. Town Treasurer

The meeting agenda included a written report from the Town Treasurer.

Mayor Porta noted that the Business, Professional and Occupational License (BPOL) delinquencies all were over a year old. He asked what the next course of action would be, and whether the businesses on the delinquency list had filed for a license without payment. Ms. Dellinger responded that the businesses listed had business licenses in 2019, but she would need to check on the status of their 2020 applications. Mayor Porta asked about the collections process for businesses that had been delinquent for more than a year. Ms. Dellinger responded that she had not yet pursued collections, and that she would wait to find out which businesses submitted their 2020 applications by the June 15 deadline. She added that she would provide Council with an updated report at its July meeting. Mayor Porta told Ms. Dellinger that she could work with Ms. Leidich and Mr. Crim to determine the appropriate course of action for enforcement.

Councilmember Holloway asked about an "In Compliance" note next to Cock and Bowl's name on the delinquency list. Ms. Dellinger explained that the business had been sold and the new owner was current on his BPOL taxes. Mayor Porta asked Ms. Dellinger to speak with Mr. Crim about how to pursue collections from the previous owner. Mayor Porta also asked Ms. Dellinger to speak with Mr. Crim regarding Ballywhack Inc., which was 16 months delinquent on its Transient Occupancy Taxes.

f. Chief of Police

The meeting agenda included a written report from the Chief of Police.

Councilmember Perkins expressed his appreciation for the Police Department's engagement in the community. Councilmember Fithian noted that the Police Department had contributed 987 uncompensated hours to the Town.

Mayor Porta asked about the Police Department's morale in light of widespread negativity toward police officers. Chief Linn responded that the department was doing well and the officers felt the support of the community, though they sometimes experienced stress outside of Town. Councilmember Holloway said she thought the department's positive relationship with the community was due to the way the officers interacted with people.

Mayor Porta asked Chief Linn to ensure that the department had masks available when they were in public.

g. Public Works

No discussion.

h. Events and Community Development Director

The meeting agenda included a written report from the Events and Community Development Director.

Ms. Little noted that the Town would hold a drive-in concert on June 18. She added that the event was scheduled for a weekday to minimize the impact on parking under the Route 123 bridge.

Mayor Porta noted that the Lorton Workhouse Arts Center had mentioned Occoquan restaurants in promotions for its drive-in movie theater. He added that the Workhouse was charging admission for its drive-in events, and noted that Councilmember Fithian had previously suggested charging for Occoquan's drive-in events. Councilmember Fithian responded that she thought people would be willing pay for admission. Ms. Little responded that the Lorton Workhouse was a revenue-generating entity, whereas the Town was not trying to profit from its drive-in events. Mayor Porta stated that the admission fees would be intended to help offset the increased costs of the events. Ms. Little said she considered the drive-in events to be a potential boon for the Town restaurants. Councilmember Fithian noted that many movie theaters charged \$15.00 per person, so \$15.00 per car would be a good deal.

Councilmember Holloway asked whether holding the concert on a weekday was a trial run, as the artist scheduled for July preferred a weekend performance. Ms. Little responded that the weekday event was intended to relieve the strain on parking, to benefit restaurants during their non-peak days and to limit the number of participants. She added that the Town would consider the July artist's scheduling preferences when planning for that event. Councilmember Holloway noted that Northern Virginia's delay in entering Phase Two meant the Town's efforts to hold events in River Mill Park would be delayed.

Mayor Porta asked whether Ms. Little was proceeding with a plan for signage for mandated mask wearing for the Town businesses. Ms. Little responded that she had asked the

Occoquan Merchants' Guild to help develop the wording for the signs. Councilmember Perkins asked whether Ms. Little had given the Guild a time limit. Ms. Little responded that she had been expecting to hear from them that day and that she would follow up. Mayor Porta asked if Council would need to approve anything in regard to the signage. Ms. Little responded no.

Mayor Porta asked whether staff was able to obtain sanitation products. Councilmember Dawson noted that small bottles of hand sanitizer were available, but the large bottles were difficult to find. Mayor Porta said he sometimes heard from companies that could provide sanitation products, and that he would continue to forward those messages to staff. He asked Ms. Leidich if she was confident that the Town would be able to obtain the necessary products. Ms. Leidich responded yes. Councilmember Fithian asked how much an electrostatic sprayer would cost. Councilmember Dawson responded that it would cost \$1,800.00. Mayor Porta said the Town could look into this option later on if appropriate.

Mayor Porta noted that Northern Virginia likely would be in Phase Three of reopening by August, and that he would like to plan a kayak and stand-up paddle board race.

8. REGULAR BUSINESS

a. COVID-19 Town Response Review

i. CARES Act Funding

Ms. Little reported that she had adapted the guidelines from the Prince William County microgrant program for the Town's use. She said she planned to meet the following week with members of the Occoquan Merchants' Guild and other members of the Town business community to discuss the eligibility requirements.

Mayor Porta noted that the proposed guidelines stated that eligible businesses must be for-profit. He asked whether this had been included in the County's conditions. Ms. Little responded no, and explained that she thought the Town already had been helping its nonprofit organizations consistently. She said she could remove this guideline if Council wished. Mayor Porta responded that some of the nonprofits in Town did not have paid employees, but the Veterans of Foreign Wars did. He asked Ms. Little to consider this when finalizing the program criteria.

Mayor Porta asked whether the guideline "must have a brick-and-mortar establishment open more than 20 hours per week" was intended to mean under normal conditions or during the pandemic. Ms. Little responded that this was intended to mean under normal conditions.

Councilmember Holloway said she had been asked whether the Town would give extra consideration to businesses that had tried to stay open during the pandemic. She noted that this would be a difficult decision. Mayor Porta agreed that it was a difficult decision, as some businesses had closed for the safety of employees, but some of them may have benefited from other funding sources. Councilmember Holloway responded that some may have benefited from the Paycheck Protection Program, but different businesses had made their decisions for a variety of reasons.

Mr. Crim noted that Prince William County and the City of Manassas had run their Coronavirus, Aid, Relief, and Economic Security (CARES) Act microgrant

programs through their economic development authorities. He explained that the Town did not have the authority to make monetary grants directly to businesses. Mayor Porta asked if the Town could give the funds to the Occoquan Historical Society to be disbursed by the Society's treasurer. Mr. Crim responded that the Town could give money to charitable organizations for their own purposes. Mayor Porta asked whether the Occoquan Merchants' Guild would be allowed to distribute the funds. Mr. Crim said he would look into the matter. He also asked Ms. Little to contact the Guild to remind Town businesses about the application deadline for Prince William County's microgrant program.

7. STAFF REPORTS

i. Boards and Commissions

No discussion.

j. Town Manager

Ms. Leidich noted that she had received the certification memo for CARES Act funding for Mayor Porta's signature. Mayor Porta asked Mr. Crim to review the memo.

Ms. Leidich reported that Town staff and volunteers had done a great job of preparing for Phase One of the Governor's reopening plan.

She also noted that she expected work on the Town kayak ramp to be completed by the end of June. Mayor Porta asked Ms. Leidich to work with the contractor to complete the project as soon as possible. He also asked when staff thought the Town should post "no fishing" signage in the vicinity of the ramp. Ms. Leidich responded that staff had ordered the signage and that it would be posted as soon as it arrived. Mayor Porta said he was glad to hear that, as people likely would need time to adjust to the rule. Councilmember Holloway noted that the caution tape that had been posted by police in that area had been removed.

Councilmember Perkins asked when construction of the ramp was expected to begin. Ms. Leidich responded that it would take approximately two weeks to install the ramp once the Town received the building permit. Mayor Porta asked Ms. Leidich about the permitting issues. Ms. Leidich responded that the application process had been extended due to the pandemic. She added that the ramp had been delivered to the contractor and was ready for installation. Councilmember Holloway asked if there had been any further discussion about the kayak racks. Ms. Leidich responded that she thought it would be better to address that once the ramp was installed, in order to see how the components fit in the space. Mayor Porta said he agreed with this decision, but he wanted to ensure that the Town had some type of temporary rack space available. Councilmember Holloway expressed concern that ramp users might leave their kayaks on private property if racks were not available. Councilmember Fithian said she did not think it was too early to determine how much space the racks would use. She also suggested that staff work on the welcome signage she had discussed at previous meetings. Councilmember Perkins said he would like to hear about the pricing and placement options for the kayak racks at the next meeting.

Ms. Leidich reported that the reconfigured Public Works Department had met and produced a work schedule. Chief Linn explained the Police Department had recently started working with the Maintenance Supervisor and that they had produced a draft Public Works report. He welcomed Council's comments regarding the report, adding that his team would

be adding projects to their schedule as they went along. Councilmember Perkins commended Chief Linn for the quality of the report. Mayor Porta asked if this would be a weekly report. Chief Linn responded yes.

Mayor Porta noted that the Virginia Department of Transportation (VDOT) had been working on Tanyard Hill Road following a meeting with himself and Prince William County Supervisor Kenny Boddy. Councilmember Perkins asked if the Town had received an update on the road work on Washington Street, which apparently had been suspended. Ms. Leidich said she would look into the matter. Councilmember Holloway asked Ms. Leidich to also find out whether there were any plans to resurface Tanyard Hill Road. Mayor Porta asked Ms. Leidich to notify Council about VDOT's responses so they could respond to resident inquiries. Councilmember Holloway asked Ms. Leidich to also notify VDOT of damage to the planks on the footbridge.

8. REGULAR BUSINESS

a. COVID-19 Town Response Review

i. Planning Commission/Architectural Review Board Meetings

Council confirmed that Planning Commission and Architectural Review Board meetings would resume in June.

ii. Council Agendas

Council agreed to resume all regular business, including nonessential items, for future meetings.

b. Request to Expend Funds to Update Town Annex

Motion to authorize Town Police to expend an amount not to exceed \$4,000 to provide for minor capital improvements and IT costs for the second floor of the Town Annex.

Moved by Vice Mayor Sivigny; seconded by Councilmember Fithian.

Motion **passed** unanimously by voice vote.

9. Closed Session

Motion to convene in closed session to discuss the following:

- **As permitted by the Virginia Code Section 2.2-3711(A)(3), a matter involving the acquisition of real property within Town boundaries for public purposes.**
- **As permitted by the Virginia Code Section 2.2-3711(A)(7), consultation with legal counsel pertaining to probable litigation involving First Amendment concerns.**
- **As permitted by the Virginia Code Section 2.2-3711(A)(1), a personnel matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town, specifically dealing with all Town employees.**

Moved by Vice Mayor Sivigny; seconded by Councilmember Perkins.

Motion **passed** unanimously by voice vote.

Closed session began at 8:53 p.m.

Closed session ended at 11:10 p.m.

Motion to certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

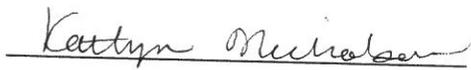
Moved by Vice Mayor Sivigny; seconded by Councilmember Holloway.

Ayes: Vice Mayor Sivigny, Councilmember Dawson, Councilmember Fithian, Councilmember Holloway and Councilmember Perkins, by roll call vote.

Nays: None.

10. ADJOURNMENT

The meeting was adjourned at 11:11 p.m.



Katy Nicholson
Town Clerk