



Woodstock Town Council Meeting Agenda
Tuesday, January 3, 2017
Municipal Office Council Chambers

7:30 pm Council Meeting

1. Call to Order
2. Pledge of Allegiance
3. Prayer
4. Meeting Minutes
 - a. *Action on the minutes from the regular Town Council meeting held on December 6, 2016.*
 - b. *Action on the minutes from the Personnel Committee meeting held on December 6, 2016.*
 - c. *Action on the minutes from the TED Committee meeting held on December 13, 2016.*
 - d. *Action on the minutes from the Park Commission meeting held on December 19, 2016.*
 - e. *Action on the minutes from the Finance Committee meeting held on December 20, 2016.*
5. Visitors
 - a. *Woodstock Fire Department*
 - b. *Woodstock Rescue Squad*
6. Special Reports
 - a. *Woodstock Enhancement Committee*
 - b. *Northern Shenandoah Valley Regional Commission*
 - c. *Rails to Trails Committee – Next meeting date on January 6, 2017 (noon-2:00 pm)*
7. Committees
 - a. Water & Sewer Committee
 - i. *Report*
 - b. Street Committee
 - c. Finance Committee
 - i. *Report*
 - d. Personnel Committee
 - i. *Report*

- e. Ordinance Committee
- f. Tourism & Economic Development
 - i. Report*
- g. Park Commission
 - i. Report*
- h. Planning Commission
 - i. Report*
- 8. Old Business
- 9. New Business
 - a. Set Town Council Strategic Planning Work Session Meeting Date – February 2017*
- 10. Town Manager's Report
- 11. Mayor's Report
- 12. Council Person Reports
- 13. Communications
- 14. Adjournment

*Cc: Mayor
Town Council
Town Clerk
Chief of Police
Department Heads
Planning Commission Chairman Keith Lantz
Supervisor Cindy Bailey
Chairwoman Beth Funkbouser, WEC
Shenandoah County Chamber of Commerce
Media*

WOODSTOCK TOWN COUNCIL MEETING

December 6, 2016

The Woodstock Town Council held its regular meeting on December 6, 2016 at 7:30 pm in the Council Chambers of the Municipal Building. Present were Mayor McCleary, Vice Mayor Lambert; Council members Haun, Gutshall, Cross, Funkhouser, and Heishman; Planning Commission Chairman Lantz; and Angela Clem, Town Manager.

Mayor McCleary called the meeting to order at 7:30 pm, followed by the Pledge of Allegiance to the Flag, a moment of silence for Mr. Mitchell, and the prayer by Mr. Heishman.

MINUTES:

- (1) Ms. Lambert made a motion to approve the minutes from the regular Town Council meeting held on November 1, 2016. Mr. Funkhouser seconded the motion and it carried unanimously.
- (2) Mr. Funkhouser made a motion to approve the minutes from the Personnel Committee meeting held on November 10, 2016. Ms. Cross seconded the motion and it carried unanimously.

HEAR FROM VISITORS:

- (1) *Woodstock Fire Department:* Chief Bowers gave the run report for the month with 23 calls in town and 12 in the county. Mr. Bowers stated the Woodstock Fire Department laid 2,500 feet of hose with a property loss of \$33,500. Mr. Bowers noted that an average of eight members responded to each call. Mr. Bowers stated that the Truck Committee will be going to Nebraska again in March to have a second look at the new truck. Mr. Bowers gave his condolences to Mr. Mitchell's family. Mr. Bowers stated that the Fire Department has a spaghetti dinner on 12/9, a line officers meeting on 12/11, and the Fire Department has started their helmet raffle with the tickets being \$5.00 each. Mr. Bowers reminded everyone to have working smoke detectors, carbon monoxide detectors, practice exit drills, close all doors to help with the fire path, and that you have a safe meeting place.
- (2) *Woodstock Rescue Squad:* Lieutenant Mary Dellinger gave the run report for the month of November. Ms. Dellinger stated that the Woodstock Rescue Squad ran 136 calls this month with 88 in town and 84 in the county. Ms. Dellinger stated that there are currently 29 volunteers to date, eight full time career staff, and six per diem employees. Ms. Dellinger stated that the Woodstock Rescue Squad had six providers attend the EMS Symposium in Norfolk, Virginia. Ms. Dellinger noted that each attendee had six classes a day for continued education, in order to keep their certifications current under VAOEMS regulations. Ms. Dellinger thanked the Woodstock Fire Department for all of their assistance this month.

SPECIAL REPORTS:

- (1) *Woodstock Enhancement Committee:* Committee Chairwoman Beth Funkhouser stated that this month was a busy month for the Enhancement Committee. Ms. Funkhouser stated that the Enhancement Committee, along with Public Works, decorated for Christmas in less than two hours this year. Ms. Funkhouser stated that Light Up Woodstock was last Friday and that it was a huge success. Ms. Funkhouser stated that the choir singing at the Court House

was changed to 5:30 pm this year and seemed to work out well. Ms. Funkhouser noted that there were 20 gallons of hot chocolate sold in an hour, thousands of cookies were baked and given out, and that the cleanup afterward went quickly thanks to the Public Works staff. Ms. Funkhouser stated that the Win the Window Contest is still going on and will continue on through Christmas Eve. Ms. Funkhouser stated that the Committee is currently in the process of reviewing the 10 RFPs that have been submitted for the town branding. Ms. Funkhouser stated that the Enhancement Committee will not meet during the month of December, but that the Enhancement Committee would like to wish everyone a Merry Christmas and a Happy New Year.

(2) Northern Shenandoah Valley Regional Commission: Ms. Lambert stated that the Northern Shenandoah Valley Regional Commission met on November 17, 2016. She noted that most of the meeting was about budget spec owner assessment rates. Ms. Lambert stated that the current rate is .58 per capita and has stayed the same for eight years. Ms. Lambert noted that the rate is going to increase due to lack of funding in places and that no decisions were made, but that the localities will be receiving information soon. Ms. Lambert stated that the increase will not affect Woodstock as much as it will affect the larger localities. Ms. Lambert noted that the increase will be to \$0.88 per capita.

(3) Rails to Trails: Ms. Cross stated that the Rails to Trails Committee will be meeting with Rob Alexander from JMU and that there will be more information to come.

COMMITTEES:

Water & Sewer Committee:

No report.

Street Committee:

No report.

Finance Committee:

- i. Set Meeting Date: Ms. Lambert stated that the auditors will be coming on Tuesday, December 20, 2016 at 5:30 pm to give the CAFR FY 2016 report.

Personnel Committee:

- i. Report: Mr. Funkhouser stated that the Personnel Committee met on November 10, 2016 in closed session. Mr. Funkhouser also stated that the Personnel Committee will meet immediately following tonight's Town Council meeting.

Ordinance Committee:

No report.

Tourism & Economic Development Committee:

- i. Set Meeting Date: Ms. Cross set a meeting date for Tuesday, December 13, 2016 at 5:30 pm.

Park Commission:

- i. Set Meeting Date: Ms. Gutshall set a meeting date for Monday, December 19, 2016 at 5:30 pm.

Planning Commission:

- i. Special Meeting Date: Mr. Lantz stated that the Planning Commission will be having a special meeting date on Monday, December 19, 2016 in place of its regular meeting that falls on December 26, 2016.

OLD BUSINESS:

None.

NEW BUSINESS:

- a. Consideration of a Resolution of Respect for Mr. Albert T. Mitchell, Town Attorney: Mayor McCleary asked the Clerk to read the Resolution of Respect. After the reading from Ms. Cummins, Mayor McCleary stated how Mr. Mitchell is going to be greatly missed. Mayor McCleary stated that Mr. Mitchell was a man full of knowledge and wisdom and that he served for the Town for 48 years with there being eight mayors throughout that time, which is remarkable in itself. Ms. Lambert made a motion to have the Resolution of Respect for Mr. Albert T. Mitchell published in the Northern Virginia Daily. Mr. Heishman seconded.

TOWN MANAGER'S REPORT:

Ms. Clem stated that the CAFR is on the Town's website and that the Finance Committee will be meeting to receive the CAFR for FY 2016 from the Auditors on Tuesday, December 20. Ms. Clem stated that the new Conflict of Interest Act forms are now only due once a year on January 15, but that the new form will not be available until December 15 and cannot be completed until after January 1, 2017. Ms. Clem stated that the Personnel Committee will be meeting tonight after the Town Council meeting to discuss the preferred process for hiring a Town Attorney. She noted that she hoped to have the process completed by February. Ms. Clem stated that the Police Department met with the Director of the Central Shenandoah Criminal Justice Academy regarding the training portion of the Town's auxiliary program. Ms. Clem stated that the Academy has been supportive of the Town's goal to hold the training for the auxiliary officers in Woodstock at the satellite facility and that the Town is seeking DCJS approval of this site. Ms. Clem stated that once the DCJS approval process is completed, the Police Department will begin the selection process for the auxiliary members. Ms. Clem stated that the Selection Committee for the branding initiatives has been reviewing the nineteen proposals in order to choose the top five based upon objective criteria set out by the Committee. Ms. Clem stated that Virginia Department of Health is currently reviewing W.W. Associates bid package and that the Town anticipates that the project will be on bid on December 11, with a pre-bid conference on January 4 and a bid opening on January 25. Ms. Clem noted that the Town annual holiday luncheon is on Friday, December 16 at noon and that she would like to wish everyone a Merry Christmas and Happy New Year.

MAYOR'S REPORT:

Mayor McCleary gave his condolences to the Mitchell family and stated how much Mr. Mitchell meant to everyone and the Town. Mayor McCleary thanked everyone for Light Up Woodstock and how it was a great collaboration and teamwork with the Town and the Chamber of Commerce to produce a great event. Mayor McCleary stated that he participated in the Christmas Homes Tour and that he had more than 200 people view his home. Mike Ashley, President of the Chamber of Commerce, stated that the home tours raised about \$4,800 to go to the Woodstock Museum and Garden Club. Mayor McCleary stated that he was happy to be a part of the tour.

COUNCIL PERSON REPORTS:

- (1) Mr. Haun stated that Thanksgiving in Woodstock was great this year. He stated that he was able to have his annual meal at the Woodstock Café and that the Town looked great over the holiday. Mr. Haun stated that he was very proud to have a Resolution of Respect for Mr. Mitchell and that he is very thankful for the experience to have worked with him. Mr. Haun stated that the parade was great and that it was a great kick-off for Christmas. Mr. Haun noted that he rode on the Town float and had a great time. Mr. Haun wished everyone a Merry Christmas and Happy New Year.
- (2) Ms. Gutshall stated that the Town looks beautiful, the pumpkin people were great, and that she hears a lot of great remarks about the Town while at the Woodstock Café. Ms. Gutshall stated that when Mr. Mitchell started she was nervous, but that he was instantly likeable. She noted that she remembers Mr. Mitchell telling her to call him “Al” and that she will always remember him fondly. Ms. Gutshall wished everyone a Merry Christmas.
- (3) Ms. Cross asked Chief Bowers when Santa would be riding around Town. Ms. Cross stated that she loves everything about the holiday season; the parade and Santa coming. Ms. Cross stated that she does not know how the Town staff is going to keep outdoing themselves. She noted that Jane’s Garden looks great with everything the Town has been doing there for the holidays. Ms. Cross stated that the Company 12 truck looked good in the parade with all the bells and whistles. Ms. Cross stated that the Town is blessed to have such talented staff. Ms. Cross thanked everyone and wished everyone a lovely holiday season.
- (4) Mr. Funkhouser stated that when he and Mr. Mitchell first met was when he was 16 as he was friends with his daughter. Mr. Funkhouser stated how kind Mr. Mitchell was then to a 16-year-old and how he had not changed. He stated that Mr. Mitchell was a kind, generous man, who was very knowledgeable. Mr. Funkhouser stated that he had fun riding in the parade on the town float. Mr. Funkhouser noted that the Town staff built the float (Santa’s sleigh) and how the talent of the Town employees never ceases to amaze him. Mr. Funkhouser welcomed home Mandy and wished everyone a safe Christmas and a very Happy New Year.
- (5) Ms. Lambert stated that everything that has been said about Mr. Mitchell is true. She stated what she remembers most about Mr. Mitchell was his dry sense of humor and how he always had a smile on his face. Ms. Lambert stated that the Town looks great, the Town float was great, and that the employees take pride in what they do. Ms. Lambert noted that it was very cold riding in the parade, but that she appreciated everyone coming out and thanked all of those involved with making the event so successful. Ms. Lambert stated that she is thrilled to have Mandy back. Ms. Lambert wished everyone a Merry Christmas and that she looks forward to working with everyone next year.
- (6) Mr. Heishman stated that he was at first intimidated by Mr. Mitchell, but that he is a very knowledgeable man who would break things down into “Steve terms”. Mr. Heishman

thanked all Council members and staff for being able to work together and get along as some organizations do not.

COMMUNICATIONS:

None.

There being no further business, the meeting was adjourned at 8:07 pm.

Mayor

ATTEST:

Clerk

Personnel Committee Meeting

December 6, 2016

On Tuesday, December 6, 2016 at 8:12 pm, the Personnel Committee met in the Planning Commission Room of the Municipal Office. Present were Mayor McCleary, Council members Lambert, Funkhouser, Heishman, Cross, Gutshall, and Haun; Angela Clem, Town Manager; and Mandy Belyea, Deputy Town Manager.

Mr. Funkhouser called the meeting to order at 8:12 pm.

- (1) Town Attorney Vacancy Process: Ms. Clem stated that she wanted to meet tonight to discuss what direction the Town Council and Mayor wanted to go in to attain a Town Attorney. Ms. Clem presented the Council and Mayor with the ordinance and present conditions. She noted that the term is for an unexpired term. Ms. Clem displayed a pie-graph chart to show the present conditions of how the Town Attorney is utilized. Ms. Clem presented the desired needs for a qualifying Town Attorney. In addition, Ms. Clem presented who other localities use and that the options for hiring a Town Attorney is either, (1) Current Method – Employee Status or (2) Contract Status – proposal for an Attorney or a firm. Ms. Belyea reviewed the staff member advantages and disadvantages, along with the contract advantages and disadvantages. Ms. Clem stated that she had asked Ms. Belyea to present this portion of the presentation because Ms. Belyea has had work experience pertaining to both staff members and contracts. Ms. Lambert questioned if the Town had to specifically advertise for a contract or not and Ms. Clem stated that the Town does not have to specifically advertise for a contract, but that advertising for an employee is different. She noted that the most important thing is the accessibility. Ms. Clem stated that she had provided Council and the Mayor with a Request for Proposals to send to firms and that the proposal would not include traffic prosecutions. Mayor McCleary noted that it would be hard to find someone to handle the traffic prosecutions in addition to the Town Attorney needs. Mayor McCleary stated that he feels staff should feel comfortable with the selection and that staff should be part of the selection process. Ms. Clem stated that staff works with the Town Attorney a lot, especially Mr. Hancock. Mr. Funkhouser stated that he agreed with Mayor McCleary that the staff should lead the selection for an Attorney and that the Town Council would serve at the staffs request because staff is who most interacts with the Attorney. Mayor McCleary suggested doing a short-term contract first to see how the Town is ranked on their priority list. Mayor McCleary stated that once the contract is up the Town could either decide to renew the contract or readvertise if it does not work. Mayor McCleary noted that the Town should look for someone within a close radius because some attorneys will charge for travel time. Ms. Lambert stated that she thinks it may be worth it to have a short-term contract as a trial run. Ms. Clem stated that she will advertise and see what response the Town gets. Ms. Clem stated that she would like to stay within her proposed timeframe with an appointment date being February 2, 2017.

Ms. Clem also thanked the Personnel Committee for allowing Ms. Belyea and herself teach their first class at Lord Fairfax Community College. Ms. Clem and Ms. Belyea stated that it was a fun and great learning experience.

There being no further business, the Personnel Committee adjourned at 8:42 pm.

Personnel Committee Chairman

ATTEST:

Clerk

TED Committee Meeting

December 13, 2016

On Tuesday, December 13, 2016 at 5:30 pm the Tourism and Economic Development Committee met in the Planning Commission Room of the Municipal Office. Present were Mayor McCleary, Council members Lambert, Funkhouser, Heishman, Cross, and Haun; Angela Clem, Town Manager; Mandy Belyea, Deputy Town Manager; Katie Mercer, Director of Marketing & Events; John Eckman, Executive Director for FNFSR; and Jenna French, Tourism Director for the County of Shenandoah.

Ms. Cross called the meeting to order at 5:30 pm.

- (1) Friends of the North Fork of the Shenandoah River (FNFSR) – Project & Program Updates: Mr. John Eckman thanked the Committee for allowing him to come and provide and update on behalf of the Friends of the North Fork of the Shenandoah River. Mr. Eckman gave a presentation and briefly discussed the following topics: (1) Environmental Education, (2) River Health & E. Coli Bacteria, (3) Stormwater Projects, and (4) Seven Bends State Park. Mr. Eckman asked if there were any questions, with there being none he thanked the Committee again for allowing him to give his presentation.
- (2) Shenandoah County Tourism Update: Ms. Jenna French, Shenandoah County Tourism Director discussed the tourism and economic impact data in Shenandoah County for FY 15 and plans for 2017. Ms. French noted that she is presenting FY 15 because it takes a while to compile the data and then compare it to other Shenandoah Valley counties. There was a 2.2% increase vs. last year in tourism-related jobs for the County. Ms. French presented the 2015 Economic Impact Data that showed there was a 1.8% increase in travel-related expenditures and visitors spent an average of \$557,056 per day in the County. She continued explaining other initiatives and accomplishments such as the Welcome Center FAM, Family Travels with Colleen Kelly, Travel Articles, and the new ad campaign. Ms. French explained future efforts in the FY 17 Market Plan, ongoing Regional Collaboration – Shenandoah Spirit Trails, and a preview of 2017 goals. There has also been an effort to increase the County awareness for the 100th WWI anniversary & 75th WWII anniversary with the Virginia WWI and WWII Commissions through a mobile display.
- (3) Woodstock Branding Initiative Update: Ms. Clem thanked Ms. French for giving a great introduction to the branding initiative. Ms. Clem stated that she had briefly discussed what branding means in one of her weekly memorandums. Ms. Clem asked Ms. Mercer to give an update for the Town branding. Ms. Mercer stated that the branding process is not only a logo nor just a tag line. Ms. Mercer gave a presentation on the branding process and where the Town is now. Ms. Clem noted that the Town does not have a strong brand and that others will brand Woodstock if it is not done comprehensively. Ms. Mercer presented what the branding goals are and noted that the Town received 19 RFPs and that the selection committee is currently reviewing them and are evaluating the RFPs to narrow the selection down to five for interviews. Ms. Mercer stated that the Town hopes to hold interviews between January 30, 2017 and February 2, 2017 and have a selected firm by February 3, 2017. Chairwoman Cross noted how she was glad the original timeframe for the top five firms was pushed back because looking at the 19 RFPs was overwhelming. Ms. Clem noted that these firm know how to market. Ms. French also noted to remember to look at the logo the firms create, but to also look at the process the firm took to create the logos. Ms. Belyea

reviewed the ranking sheet that was designed for the selection committee to use during the selection process. Ms. Clem stated that she knows the completion timeline is short, but the Town is wanting to have the new branding for the new parking lot design and the upcoming website redesign.

There being no further business, the TED Committee adjourned at 6:52 pm.

TED Committee Chairwoman

ATTEST:

Clerk

Park Commission Meeting

December 19, 2016

The Park Commission met on December 19, 2016 at 5:30 pm in the Planning Commission Room of the Municipal Building. Present were Council members Gutshall, Heishman, and Lambert; Park Commission members William Boaz, Travis Cooper, Roger Wilkins, and Jerry Walters; Angela Clem, Town Manager; Mandy Belyea, Deputy Town Manager; and Lemuel Hancock, Urban Designer and Neighborhood Planner.

Chairwoman Gutshall called the meeting to order at 5:30 pm.

- (1) Dog Park Conceptual Design Update: Mr. Hancock gave a brief review of the presentation that he gave at the last Park Commission meeting on the dog park that was approved to be at Fairview Park (Wetzel Farm). Mr. Hancock stated that since then he has met with Ms. Vicki Lutz, a certified dog trainer to discuss and receive feedback from her regarding the dog park and some of the best obstacles for dogs. Mr. Hancock stated that one issue he ran into was the cross-country course and its location. Mr. Hancock presented seven different course designs and was able to work with Ms. Wright, Central's Cross Country Coach, Mr. Bullock, Assistant Coach, and Mr. Rinker, Athletic Director to come up with only changing the start and finish line slightly. Mr. Hancock presented the new course layout, including parking, potential tree plantings, fence location, and placement of obstacles. Mr. Hancock showed a picture of the wooden fence that has been selected. Mr. Wilkins asked how high the fence was as he was concerned about dogs jumping over and running towards the road. Mr. Hancock stated that the potential height would be approximately 4 feet. Mr. Hancock presented examples of some dog park rules. He noted that the Town would also work with an attorney on designing the rules so that the Town is not liable for any incidents. Mr. Hancock stated that he had received a phone call from Bill Wetzel stating that he is excited to see the dog park come to the Wetzel Farm as he takes pride in his family's farm. Mr. Cooper asked what the yearly maintenance would be. Mr. Hancock stated that is still to be determined, but that the staff has debated on painting the fence for this reason. Mr. Hancock also noted that the Public Works department would be making the obstacles in-house, which will eliminate some of the cost. He also said depending on the budget that using turf under the obstacles is currently an option. Mr. Walter's suggested for Mr. Hancock reach out to local colleges that may be replacing turf and that they may donate what they are replacing to the Town. Mr. Hancock thanked Mr. Walters for the suggestion and that he will definitely call around. Ms. Gutshall also suggested that the Tribute Trees would be a great program for the dog park. Ms. Clem stated that she agreed and that the Town also has a brick program and that staff will be looking into designing a program specifically for the dog park where citizens could possibly buy a brick, tree, or shrub in memory of a pet. Mr. Heishman questioned when the trees would be planted at the dog park. Mr. Hancock stated that the trees would be planted during the early stages of construction. Mr. Heishman suggested to advertise the Tribute Trees and bricks before it is time for the planting because the staff may be surprised by how many citizens may want to honor one of their pets. Mr. Hancock thanked everyone for coming and that he would keep everyone updated on the progress of the dog park.

There being no further business, the Park Commission adjourned at 6:26 pm.

Park Commission Chairwoman

ATTEST:

Clerk

Finance Committee Meeting

December 20, 2016

The Finance Committee convened on December 20, 2016 at 5:30 pm in the Planning Commission Room of the Municipal Building. Present were Council members, Lambert, Cross, Heishman, Funkhouser, Gutshall, and Haun; Angela Clem, Town Manager; Mandy Belyea, Deputy Town Manager; and James Kelly, CPA with Robinson, Farmer, Cox Associates.

Chairwoman Lambert called the meeting to order at 5:30 pm. Chairwoman Lambert stated that James Kelly of Robinson, Farmer, Cox Associates is here to present the FY 2016 Audit.

Ms. Clem stated that John O'Neill, Director of Finance was sick and apologized for his absence.

- (1) FY 2016 Comprehensive Annual Financial Report (CAFR) presentation by Robinson, Farmer, Cox Associates: Mr. James Kelly began reviewing the CAFR with the Committee. Mr. Kelly started by reviewing the Independent Auditors report (pg.11) denoting that the report was unmodified. Mr. Kelly noted that unmodified is the highest opinion that an auditor can give. Mr. Kelly reviewed other important sections of the CAFR highlighting that the Town collected more revenues than spent and finished in the positive (pg.29). Mr. Kelly stated that the Town appropriately budgeted for the General Fund and is staying within the budgeted amounts (pg.78). Mr. Kelly stated that one of the most useful items in the report is the table on pages 92 and 93, which shows the expenditures and revenues for the Town over the past ten years and may help in the budgeting process. Mr. Kelly noted that the Town's revenues are increasing. Mr. Kelly stated that the Town's collection percentage table from the Finance Department is located on page 101 and that the previous table on page 100 shows the largest taxpayers of the Town over the past nine years. Mr. Kelly stated that the other report issued with the CAFR is the internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards. Mr. Kelly stated that the auditors did not have any significant findings, but the firm does recommend that a quarterly physical inventory of materials be conducted related to public utilities at the Town's Public Works facility and that the Town provide restricted access to its servers in order to reduce the risk of intentional or unintentional events that could cause damage to the servers or data. Ms. Clem stated that the staff is currently working with Shenandoah Technology Services for a recommendation to find a better alternative for the server location.

Ms. Lambert thanked Mr. Kelly for his report. Ms. Gutshall thanked Mr. Kelly for summarizing his report and making it easy to comprehend. Ms. Lambert also thanked Ms. Clem and Mr. O'Neill for all of their hard work that went into compiling all of the information.

Mr. Kelly asked the Committee about the harness racing that started this fall. Ms. Clem stated that the racing did pretty well for their first year and that the Town received an average of \$80.00 each week during the five-week period. Ms. Lambert noted that she thinks the event will increase revenue over the next year.

Mr. Funkhouser made a motion to approve the FY 2016 CAFR and was seconded by Mr. Heishman.

There being no further business, the Finance Committee meeting was adjourned at 5:54 pm.

Finance Committee Chairwoman

ATTEST:

Clerk