**MINUTES OF THE SEPTEMBER 8, 2026**
**CHINCOTEAGUE TOWN COUNCIL REGULAR MEETING AND PUBLIC HEARING**
**Council Chambers**
**7:00 p.m.**

| **Council Members Present:** | **Council Members Absent** |
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| Ms. Denise P. Bowden, Mayor | None |
| Mr. J. Nicholas Howard, Vice Mayor | |
| Mr. William T. McComb, Jr., Councilman | |
| Mr. Gene W. Taylor, Councilman | |
| Mr. Christopher D. Bott, Councilman | |
| Mrs. Ellen W. Richardson, Councilwoman | |
| Mr. K. Jay Savage, Councilman | |

| **Staff Present:** | **Staff Absent** |
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| Mr. Michael T. Tolbert, Town Manager | None |
| Mr. Tyler Greenley, Chief of Police | |
| Mr. Wes Parks, Public Works Director | |
| Mr. Jamie Wheatley, EMS Supervisor | |
| Ms. Mary Esther Leonard, Center Director | |

**Call to Order**
The meeting was called to order by Mayor Bowden at 7:00pm on Tuesday, September 8, 2026. She requested that all speakers, including members of the public and Council, speak clearly into the microphones to ensure audio quality for the live broadcast due to the volume of attendees present both inside the chamber and in the adjoining hallway.

**Invocation**
An invocation was offered by Councilman Savage.

**Pledge of Allegiance**
Mayor Bowden led the Pledge of Allegiance.

**Public Comment**
There was no public comment.

**Agenda Adoption**

**A motion was made to adopt the agenda as presented by Councilwoman Richardson, seconded by Councilman McComb, unanimously passed.**

**Consent Agenda**
The Mayor noted that all items on the consent agenda had been distributed in Council packets. She invited questions regarding departmental reports, including General Government, Police, EMS, and Public Works. No questions were posed.

**A motion was made by Councilwoman Richardson, seconded by Councilman McComb to adopt the consent agenda, unanimously passed.**

**Public Hearing – Short term rental ordinance**

Mayor Bowden opened the public hearing on the proposed Short-Term Rental (STR) Ordinance. Prior to comments, Town Manager Tolbert read the rules governing public comment at public hearings, including sign-up procedures, name and 911 address requirements, time limits (four minutes for individuals; ten minutes for attorneys), decorum, prohibition of signs/placards, avoidance of personnel matters, and the protocol that Council would not answer questions directly during comment; specific questions were to be directed to the Mayor, who could solicit responses at her discretion. Audio assistance was requested during the hearing to ensure audibility for attendees.

• Mrs. Lori Wilson, 7038 Maddox Boulevard, speaking on behalf of Island Getaways, supported reasonable regulation tailored to Chincoteague's family-oriented tourism. She expressed concern regarding proposed occupancy limits, noting that many visiting parties consist of multigenerational families who have vacationed on the island for years. She warned that overly restrictive limits could displace traditional family groups, reduce visitor numbers, and adversely impact local businesses. Ms. Wilson advocated for occupancy standards that consider house size and layout, asked for fair enforcement distinguishing owner violations from guest misconduct with opportunities to cure before severe penalties, requested protection for existing 2027 reservations, urged alignment of safety standards with professional practices to avoid duplicative costs, and questioned the equity of license fees based on nights rented rather than gross revenue. She asked the Town to ensure consistent treatment across all transient accommodations.

• Mrs. Megan Oliver Clarkson, 5533 Amrien Circle Drive, a resident and local realtor with Long & Foster, supported reasonable regulation but raised process concerns. She observed that the current working committee consists of council members without STR ownership experience. She recommended forming a balanced advisory committee including council members, real estate professionals, an STR owner, and a resident non-owner to analyze complaints and data, identify specific problems, consider downstream consequences, and tailor solutions for noise, parking, occupancy, trash, and repeat nuisances. She cautioned that decisions affect not only STR owners but also restaurants, shops, contractors, cleaners, property managers, and other services, and requested an inclusive stakeholder process.

• Mr. Ken Hirschmugl, 5338 Oak Dr., President of the East Piney Island Community Association, speaking on behalf of 72 taxpayers whose names and addresses were submitted for the record, objected to the proposed ordinance. He asserted that the Town had not presented studies showing STR detriment, infrastructure improvements from added fees/inspections, tourism benefits from occupancy limits, or protection beyond property owners from increased insurance. He argued that limiting two renters per bedroom conflicts with the Virginia Uniform Statewide Building Code and that exempting hotels, motels, bed-and-breakfasts, and campgrounds creates unequal treatment. He posed numerous questions for response after public comment but before any vote, including whether the ordinance intends to reduce the number of STRs, impacts on occupancy tax receipts, any history of Town injury due to absent STR liability insurance, proportions of occupancy tax from STRs versus real estate taxes, collection issues,

budgeting for tax receipt losses and service reductions, and potential property value declines and assessments. He also asked about compensation for canceled 2027 reservations. He concluded that increased costs would raise rental rates and limit owners' rights.

• Mr. John McGoldrick, Long & Foster, 4153 Main Street, provided a handout and supported reasonable regulation with specific language concerns. He recommended revising Section 401 to specify STRs are permitted in zones allowed by the zoning ordinance rather than "by Town Council" to ensure transparency. He requested clarity on building code compliance for older homes and parity between long-term and short-term rentals regarding safety standards. Mr. McGovert warned of economic impacts from reduced occupancy and increased taxes/fees. He questioned the proposed annual base fee of $200 and a nights-rented formula that could exceed the $500 annual business license cap applicable to other businesses, asking why STRs would pay more despite smaller scale. He urged defining minor versus major violations with a clear fee and reprimand structure, recommended forming a committee of professionals, residents, owners, and council members, and raised liability concerns about annual Town inspections potentially deeming properties "safe."

• Mr. Tom Schisler, 5333 Hibiscus Drive, shared his experience of moving two decades ago to raise a family. He chose a home in Ocean Bay for retirement income potential, noting his beach house has five bedrooms and no garage. He stated he has never had a problem with renters over 19 years and viewed the ordinance as more suited to a large city. He suggested a more reasonable approach to defining neighborhoods for regulation.

• Mr. Lance Stitcher, co-owner of Seaside Vacations and Sales, 4101 Main Street, spoke on behalf of STR owners, operators, and management companies, referencing a previously submitted eight-page letter detailing legal and statutory concerns. He argued the occupancy limit misinterprets Virginia Code §36-105.4, presenting a Dillon's Rule problem, and asserted the proposed $1,000 per-day fine for operating without a license exceeds the state-mandated $500 per-violation cap. Mr. Stitcher warned of negative impacts on the $2 billion real estate market, affecting property values and financing for homeowners. He urged the Council to table the draft, convene stakeholders, and develop a proposal grounded in actual legal authority.

• Mr. Ace Seybolt, 6426 Maddox Boulevard, co-owner of Coastal Shore Vacations and Coastal Shore Real Estate, agreed with prior speakers. He addressed affordable long-term housing and maintaining school enrollment, suggesting the town work with mainland officials to expand school district boundaries rather than pursue an ordinance that could decrease property values.

• Ms. Barbara Clark, 5348 Oak Drive, a property owner for 21 years, opposed the ordinance. She reported only one minor renter issue handled promptly by her management company and questioned the necessity of new regulations absent supporting studies. She expressed concern that canceling existing reservations due to new occupancy limits would lead visitors to choose other destinations rather than seek different local rentals.

• Mr. Ken Horseman, 6367 Cleveland Street, a new STR owner, recounted purchasing his property to use for retirement in five years while renting in the interim to offset costs. He described the proposed fee increase from his current $50 to a projected $1,050 as an unreasonable 2,000% hike, pointed to a potential wording error regarding guest age, and noted financial burdens of reprinting marketing materials to include business license numbers,

estimating a collective cost of $700,000. He argued the 30-minute response time is unrealistic, citing national averages of 60 to 120 minutes, and stated police should respond to disturbances.

• Mr. Greg Roussey, 4034 Ridge Road, turned his second home into an STR due to hardship, reporting a decline in rental nights from a six-year average of 148 to 74 nights. He questioned the two person per bedroom limit, noting his water usage with ten guests remains below septic permit peak flow. He questioned exemptions for hotels, motels, and campgrounds, cited Virginia Code §15.2-2307(D) amended on September 2, 2026, stating the right to operate an STR runs with the land, suggested safety inspections could be self-certified by agencies, raised complaint verification questions, and criticized placing all consequences on hosts while guests are unaccountable. He reiterated that the proposed $1,000 fine exceeds the state limit and asked the Council to pause and reconsider.

• Mrs. Teresa McCain, 5409 Coral Court, Oyster Bay, a native of Chincoteague, opposed proposed STR amendments. She objected to occupancy standards, noting removal of a "plus two" allowance and arguing children should not be counted as adults, warning typical families would be forced to rent larger homes or multiple homes, driving visitors elsewhere. She objected to reinstated fees described as a $200 base plus $1 per bedroom per night, estimating at least $300 additional cost and roughly a 1,000 percent increase, criticized mirroring other localities, contended penalties are imposed on owners while tenants face no direct penalty, requested enforcement clarity, and asserted poor timing given uncertainty around beach parking changes. She recommended prioritizing economic development and industry recruitment.

• Mr. Scott Landolt, 4103 Main Street (and additional properties), objected to holding the meeting in the current room rather than the community center, describing impeded participation and audibility for those in the hallway. He stated STRs enable families of modest means to visit and support small businesses and tax revenues. He characterized additional restrictions as anti–small business and asked whether comparable requirements are imposed on hotels. He explained his property is viable only as an STR intended for his children and asserted increased restrictions would reduce property values, jeopardizing maintenance. He suggested that if affordable housing is the goal, the Town should consider building apartments on recently acquired property.

• Mr. Joey Robinson, 4456 Main Street, stated he has visited the island for over 20 years and purchased a home in 2019. His family relies on summer rental income to maintain ownership. They invested thousands in structural improvements while maintaining historic character and plan a $250,000 addition. He questioned investing further if reduced occupancy lowers income and described the ordinance as harmful to tourism. He questioned how occupancy could be policed effectively.

• Mr. Peter Bidoglio, 5309 Oak Drive, a property owner for 33 years, witnessed only one minor STR incident. He expressed confusion over sudden concern regarding STRs, emphasizing Chincoteague's uniqueness. He commented that even at $200, the permit fee is significant during high inflation and warned costs would be passed to renters, potentially pricing out families and harming businesses, especially with beach location uncertainty. He urged not to "kill the cash cow."

• Ms. Sandy Good Hamilton, 7139 Silver Sails Landing, HOA President, agreed with previous speakers and raised a potential oversight in the ordinance's "duplex" definition. Her community consists of attached homes on separate lots, which do not fit definitions of single-family

dwellings, duplexes (single lot), or townhouses (three or more attached units). As written, the ordinance would prohibit STRs in her community. She requested a revised definition to include attached homes on separate properties.

• Mr. Justin Aruck, 7721 East Side Road, a single-property STR owner, supported reasonable regulation but cited lack of clarity. He asked whether "occupancy" refers to overnight guests or all persons present, noted an incorrect Code of Virginia citation regarding a statewide occupancy limit, suggested a "safe harbor" provision for owners acting in good faith, requested clarification on "local contact" requirements, "verified complaint" definition, and specific safety inspection standards, arguing uncertainty harms small owners.

• Mr. Joel Krott, 2019 Ridge Road, appreciated Council's willingness to listen and questioned targeting STR homes over other lodging establishments. He advised avoiding a "perfect economic storm" as the community faces challenges from beach relocation. He argued increasing the full-time resident population requires jobs and cautioned that damaging tourism businesses may reduce available jobs, making it harder for people to live locally.

• Mrs. Sandy Bowden, 3588 Ridge Road (with her husband, Jimmy) sought clarification on occupancy limits. They own a one-bedroom cottage with a sleeper sofa and a three-bedroom septic system. Under the ordinance, they would be limited to two guests, making renting unviable; they would cease renting and allow friends and family to use it. She also questioned non-transferability of short-term rental permits and whether adding their son to the deed now would allow future renting.

• Ms. Pamela Montague, Coaches Lane, read a letter on behalf of the Assateague Inn Homeowners Association. The letter argued a fixed two-guests-per-bedroom cap is a "broad brush" approach failing to account for diverse layouts (suites with sleeper sofas, lofts, dens). Their efficiency suites, larger than standard hotel rooms, would be unfairly restricted, giving chain hotels a competitive advantage. The letter noted the Assateague Inn is in a commercial zone; restricting its rentals would not achieve goals of reducing nuisances in residential areas or making housing more affordable and would unfairly target families.

• Mr. Jack Floyd, properties on Eastside Road and North Main Street, provided examples of impact, noting that under the rule, a family of five could not stay in his two-bedroom townhouse, which has more amenities than a single motel room that could legally house four. He suggested an alternative occupancy formula such as "two per bedroom plus two," objected to the penalty for overcrowding that suspends a homeowner's permit for 30 days when a renter secretly brings extra guests, arguing penalties should be on renters. He noted lack of a formal economic impact study and recommended forming a stakeholder committee.

• Mrs. Mary Landolt, 5303 Pine Tree Way, expressed displeasure that the meeting was held immediately following a holiday, suggesting it was intentional. She stated that as a second homeowner she is subject to taxation without representation, affecting approximately 62% of housing units. Ms. Landolt questioned if the Town Council receives kickbacks from local hotels and motels, seeing no other motivation for a punitive ordinance. She warned that if affordable housing is the goal, many second homeowners could convert properties to Section 8 long-term rentals, negatively impacting property values, and mentioned possible lawsuits.

• Mrs. Rachel Mercer, 6120 Captain's Lane, Unit 201, a property owner since 1991, spoke in opposition, raising concerns regarding occupancy limits, fee and reporting structure, inspection process, and imprecision of complaint and violation procedures. She noted the Virginia Code section referenced for occupancy limits does not impose a cap and suggested consulting legal counsel. She argued exterior posting requirements are unmanageable for condominium units.

• Mrs. Melissa Conser, 5171 Main Street, owner of two STR properties, criticized lack of direct communication from the town regarding proposed regulations, stating she only learned through word of mouth. She noted paying numerous taxes and fees and that her contact information is well known to staff, making lack of notification inexcusable. She pointed out concerns raised at previous meetings do not appear incorporated into the revised draft, questioned whether the new inspection fee would replace the existing business license fee, and expressed concern about new liability insurance requirements and feasibility of implementing by January 1, 2027.

• Ms. Jenny Pearson, 7246 Oakridge Place, not opposed to reasonable regulations, found several requirements burdensome without clear justification. She questioned necessity of a local contact able to respond on-site within 30 minutes for all issues and shared difficulty obtaining a response from the town office regarding a business license application submitted on June 2, 2026, raising capacity concerns. She requested clarification on proposed fees and their purpose.

• Ms. Kim Burch, 7140 and 7142 Silver Sales Landing, expressed concern that proposed occupancy restrictions would make her rental properties financially unsustainable, as mortgages are based on current income. She argued negative effects on property resale values and the local economy, which depends on well-maintained rentals, and noted hotels can house more people in smaller spaces. She stated her properties are already booked for summer 2027 at current occupancy levels and canceling reservations would be significant.

• Mr. Ted Kowaluk, 5319 Oak Drive, a property owner for 28 years and urban planner, contrasted focus on STRs with more pressing code enforcement issues such as derelict and unsafe vacant houses. He recounted personally securing a nearby vacant property multiple times where youths had been starting fires. He stated he has not seen code issues in rental homes he has inspected and argued decaying structures pose a greater risk.

• Mr. Chris Conklin, owner of 12 STR properties for over 40 years, questioned the underlying problem the ordinance aims to solve, stating he has never had a significant issue or police call related to his rentals. He argued attempting to control housing prices in a resort area is futile, as builders will not construct cheap houses on expensive land, and regulations place a burden on property owners that will hurt their livelihood.

Following extensive public comment, Mayor Bowden reiterated the rule that Council would not answer questions directly during public comment.

Mayor Bowden closed the public hearing at 8:46 PM.

At the request of Councilman Taylor, Town Manager Tolbert displayed Section 36-105.4 of the Code of Virginia which allows the voluntary limiting of occupancy in a rental by the rental manager or owner. He further read and discussed occupancy standards applicable to residential dwelling units. He reported that owners or managing agents may develop occupancy standards limiting maximum occupants to two persons per bedroom, which is presumed reasonable under

Chapter 5.1, subject to applicable state and federal laws and regulations. He clarified that the Uniform Statewide Building Code requires at least 70 square feet of floor area per bedroom and at least 50 square feet per occupant for bedrooms occupied by more than one person, and that reasonable owner occupancy standards are not enforceable under the Uniform Statewide Building Code. He referenced Virginia Department of Health practices relating to septic system design, which commonly use assumptions of two occupants per bedroom. Mr. Tolbert clarified current business licensing fee methodology, noting a minimum of $50 with fees based on gross sales from the previous year, capped at $500, and later clarified that licenses are non-transferable; however, upon change of ownership, the new owner may obtain the license in their name, and properties are not rendered non-rentable solely due to license holder changes.

Councilman Taylor questioned interpretation of "maximum occupancy limited to two persons per bedroom per Code of Virginia," asserting state code articulates square footage requirements rather than a strict occupancy cap and that the Uniform Statewide Building Code does not enforce owner occupancy standards. He advocated for more flexible occupancy allowances to support young families and the tourism economy, cautioned against strict limits harmful to one-bedroom units, and objected to exorbitant fines. He suggested exemptions for local management companies with full-time availability and responsiveness; however, Town Manager Tolbert cautioned that exempting properties managed by local companies while applying the ordinance to self-managed properties could be inequitable. Councilman Bott summarized comparative research across jurisdictions, noting common approaches such as "two per bedroom plus two," "two per bedroom plus four," and exemptions for children under certain ages, and supported establishing a maximum fee level consistent with the Town's business license cap. Councilman McComb requested clarification on licensing fee methodology and proposed comprehensive amendments: permitting two occupants per bedroom plus four additional occupants, excluding children three years and younger from occupancy counts; modifying parking requirements to one parking space per every two occupants; extending complaint response time from 30 to 60 minutes with reachability by phone; and capping STR fees at $500 under the existing calculation structure.

Councilman Bott and Vice Mayor Howard expressed concern that Councilman Taylor had not attended committee meetings where these matters were vetted and encouraged participation in Ordinance and Planning Committee sessions to provide input earlier in the process.

**Councilman Savage motioned, seconded by Vice Mayor Howard to adopt the STR ordinance as proposed, amended to provide that children three years of age and under shall not be counted in calculating maximum occupancy.** Discussion ensued.

**Councilman Taylor moved to exempt local property management companies from the STR ordinance. Hearing no second, the motion failed.**

**Councilman McComb requested Councilman Savage to amend his motion to (1) allow occupancy at two persons per bedroom plus an additional four persons per rental unit, excluding children three years of age and under, (2) require a minimum of one off-street parking space for every two occupants, (3) extend required response time for issues from thirty minutes to sixty minutes via phone call (not necessarily on-site), and (4) cap the**

**maximum STR registration/license fee at $500. seconded by Councilman Bott. Motion approved by show of hands 5–1.**

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| **Voting for:** | **Councilman Savage** |
| | **Councilman Bott** |
| | **Councilman McComb** |
| | **Councilman Howard** |
| | **Councilwoman Richardson** |
| **Voting Against:** | **Councilman Taylor** |

**Consider Pohanka Police Car Proposal**

Chief Greenley presented a comprehensive proposal concerning a fleet lease-management program and a take-home vehicle policy for sworn officers. He reported identifying a substantially lower procurement option through Co Henke at a total sum of $59,471 for five vehicles over the same five-year term as the previously reviewed Hall Automotive contract, thereby reducing anticipated costs. The program would support up to 11 patrol vehicles and recommended a 25-mile take-home radius (reduced from a previously considered 40-mile radius) based on committee feedback. He outlined anticipated benefits including improved emergency response times, increased officer availability, expanded coverage, heightened visibility and deterrence, more effective asset utilization, enhanced disaster and special event preparedness, improved recruitment and retention relative to regional agencies, and better accountability for assigned vehicles.

**A motion was made to proceed with the purchase/lease of take-home vehicles for police officers as presented by Chief Greenley by Councilman Bott; seconded by Councilman Savage. Unanimously approved.**

**Consider K-9 Unit Proposal**

Chief Greenley further presented a memorandum on establishing a K-9 program, procuring two estimates from High Drive K9 in South Carolina, and recommending acquisition of a single-purpose narcotics detection dog at approximately $10,500. He cited enforcement challenges regarding illegal narcotics distribution and stated the K-9 would serve as a local, 24/7 deterrent and investigative resource, enabling immediate on-scene assessments during traffic stops, supporting major events, seasonal population increases, and regional mutual aid, while offering a community focal point.

**By unanimous consent, council decided to table authorization of the K-9 program and refer the matter to the Safety Committee for further review, with the item to return at the next workshop meeting.**

**Award for Fall Paving Contract**

Vice Mayor Howard reported, on behalf of the Public Works Committee, a recommendation to award the fall paving contract to Paragon Paving for a not-to-exceed amount of $325,000. The scope includes Taylor Street and small line projects. Town Manager Tolbert acknowledged the Mayor's request for a list of small quantities paving items to be distributed to Council via email.

**A motion was made by Vice Mayor Howard, seconded by Councilman Bott to award the fall paving contract to Paragon Paving for an amount not to exceed $325,000, inclusive of Taylor Street and small lines. Unanimously approved.**

**Consider Citizen Resource Management (CRM) Service**

Mr. Tolbert briefed Council on a proposed Citizen Resource Management (CRM) portal to facilitate direct citizen submissions of work orders and service requests (e.g., potholes, line painting, tax inquiries). The system would allow upload of documents and photographs, automatically route requests to the appropriate department and provide reassignment capabilities. He reviewed candidate platforms—Comcate, iWorQ, and CivicPlus/SeeClickFix—cost structures, setup fees, annual subscriptions, go-live timelines, mapping features, and requested deferral to the upcoming workshop to finalize a recommendation, Councilman Bott requested that Mr. Tolbert circulate demo links for the three under consideration and confirm vendors provide training and sandbox environments.

**Mayor and Council Comments**

Mayor Bowden addressed public comments, strongly rejecting allegations that Council members were acting with improper financial interests or receiving kickbacks. She noted service on the Council is difficult and encouraged those making accusations to consider running for office, pointing out three seats were open for the upcoming election with no new candidates signed up. The Mayor acknowledged the heated tenor of the meeting, commended Council for making thoughtful concessions on the ordinance, encouraged broad public engagement in ordinance meetings and other civic matters, and recognized limited public participation at recent important committee meetings. She thanked Pat Farley for consistent civic involvement and liaison efforts, expressed condolences to Councilman Bott on the passing of his father, and later noted the passing of Ms. Elodie Fish, recalling her kindness and community presence.

Councilman Savage offered condolences to Councilman Chris Bott and his family, reflecting on the contentious nature of the meeting but expressing belief that the Council had been fair and emphasizing continued research and diligence.

Councilman Taylor thanked the Council for considering public feedback and specifically thanked Councilman Bott for a motion easing public concerns. He stated his belief in protecting citizens' rights and commended the public for eloquent advocacy, reiterating opposition to infringement on rights and support for family-oriented tourism. He urged flexibility in occupancy to align with real-world family travel and local economic needs.

Councilman McComb concurred with condolences, sharing personal memories of being neighbors with Jim and Nancy Bott for six years in Silver Sails.

Vice Mayor Howard addressed accusations of impropriety, firmly denying receiving any kickbacks. He stated the Council listened to public feedback and adapted fee caps, occupancy

limits, and time restrictions, clarifying contact could be made via phone rather than in person. He emphasized willingness to evolve and work with everyone and gratitude for tourists. He encouraged Council members to participate in committee processes.

Councilman Bott stated his belief that the ordinance passed addressed public safety and nuisance issues while ensuring local residents would not bear the financial burden of administering the program. He expressed appreciation for kind comments about his father.

Councilwoman Richardson noted the night's contention and an unprecedented level of anger and hate in her 26 years on the Council, distinguishing between citizens voicing opinions and those expressing hate. She clarified that adjusting school attendance zones (e.g., encouraging students from Captain's Cove to attend local schools) is an Accomack County issue, not a town issue, urging citizens to attend school board meetings to advocate for changes, recalling prior adjustments that brought new students.

Ms. Pat Farley was recognized by Mayor Bowden and shared a personal memory of Councilman Bott's father, adding a community note.

Mr Chris Conklin was recognized by Mayor Bowden and asked if he would have been permitted to ask questions at an ordinance committee meeting, and Councilwoman Richardson and Vice Mayor Howard confirmed questions are welcome at all committee meetings. Vice Mayor Howard noted that the last meeting had zero public attendance despite being advertised on the marquee, website, and Facebook.

**Adjourn**

**Councilwoman Richardson made a motion to adjourn, seconded by Councilman Savage. Unanimously approved.**

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Denise P. Bowden, Mayor Michael T. Tolbert, Town Manager