



DRAFT
TOWN COUNCIL
Executive Session
Cape Charles Civic Center, 500 Tazewell Avenue
January 15, 2026
5:00 PM

At 5:00 p.m. Vice Mayor Andy Buchholz, having established a quorum, called to order the Executive Session of the Cape Charles Town Council. In addition to Vice Mayor Buchholz, in attendance were Councilmen Butta, Grossman and Newman, and Councilwomen Ashworth and Holloway. Also, in attendance was Town Clerk Libby Hume.

Motion made by Councilman Grossman, seconded by Councilman Butta, and unanimously approved to go into Executive Session in accordance with Section 2.2-3711.A of the Code of Virginia, Paragraph 1 for the purpose of: Discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The motion was approved by unanimous vote.

Specifically: Interviews to fill Planning Commission Vacancy

Members of the public were asked to leave the room.

Council went into executive session at 5:01 p.m.

Motion made by Councilwoman Ashworth, seconded by Councilwoman Holloway, to return to open session. The motion was approved by unanimous vote.

The open portion of the meeting resumed at 5:51 p.m. There were no members of the public waiting to return to the meeting.

Certification, to the best of each member's knowledge, that (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body. Roll call vote: Ashworth, yes; Buchholz, yes; Butta, yes; Grossman, yes; Holloway, yes; Newman, yes.

Motion made by Councilwoman Ashworth, seconded by Councilman Grossman, to appoint Mr. Alan Clark to the Planning Commission effective February 1, 2026, to complete a term expiring on October 31, 2029. The motion was approved by unanimous vote.

Motion made by Councilman Grossman, seconded by Councilwoman Ashworth, to adjourn the Town Council Executive Session. The motion was approved by unanimous vote.

The Executive Session adjourned at 5:52 p.m.

Mayor Charney

Town Clerk