

## MINUTES

The Town of Manteo Board of Commissioners held their April 7, 2004 adjourned/recessed/workshop session in the Manteo Town Hall meeting room, April 14, 2004 at 3:00 PM NO ACTION WAS TAKEN.

The following members were present: Mayor John Wilson  
Commissioner Dellerva Collins  
Commissioner H.A. Creef, Jr.  
Commissioner David Farrow

The following member(s) were absent: Commissioner Lee Tugwell  
Commissioner Edward Etheridge  
Commissioner Larry Belli

Also present at the meeting were: Town Manager Kermit Skinner  
Town Clerk –Becky Breiholz  
Planner Fred Featherstone

Mayor Wilson called the Adjourned/recessed April 7, 2004 meeting back in order at 3:00 pm

Chuck Poe and Jeff Intell with the Community Development Corporation were also at the meeting to help the Board address affordable housing and help write an ordinance for the Town of Manteo. The Board of Commissioners would like to have an affordable housing ordinance established soon and they have reviewed previous drafts that were presented to them. Mr. Poe and Mr. Intell with CDC will help develop an ordinance for the Board to review. The Board discussed median income and the difference between that and average income and the need for a base figure to determine what the median income will be. Percentages were discussed using 65% for low income and 80% for moderate income and the ability to be able to adjust the percentages. Mr. Poe suggested that the definition of affordable housing be tighter so that it cannot be challenged legally. The Board discussed offering incentives to builders to allow more density in exchange for building several affordable houses. Issues of who would have priority were discussed and consensus was that they be as follows: 1) Residents of the Town 2) Employees of the Town and employees of businesses located in the Town 3) Residents of Roanoke Island 4) Dare County residents 5) General Public. The Board discussed having deed restrictions on the property to make sure that the property always stays affordable in the event the owner wishes to sell. Annexation of property before it was developed was also discussed. Mr. Poe and Mr. Intell will try and have something back to the Board of Commissioners next week.

The Regional Transportation Study is to start by the end of the month with NCDOT official Jerry Jennings. The Town of Manteo and Dare County have established a committee to ask the DOT to use solutions that were suggested in the Section of the Manteo Plan Update. The members for the County are Commissioner Richard Johnson and County Attorney Norma Mills; for the Town are Mayor Wilson, Commissioner Farrow and citizen Suzanne Godley with Town Manager Kermit Skinner and Town Clerk Becky Breiholz attending those meetings. A meeting time was established to be on the second Wednesday of each month from 10:00 am to noon; starting on May 12<sup>th</sup> at the Manteo Town Hall.

A task force for Way Finding (signage) was also established between the Town, County and Roanoke Island attractions. Members from the County are Commissioner Richard Johnson, and County Attorney Norma Mills; from the Town Mayor Wilson and Commissioner Belli and the following: Rhett White-Roanoke Island Historical Association; Angel Khoury-R.I. Corridor; Scott Stroh-R.I. Commission; Pat Morrissey or designee from Roanoke Island Business Association; a designee from the NC Aquarium and Horace Whitfield of Elizabethan Gardens. The task force will meet on the second Wednesday of every month at the Manteo Town Hall starting on May 12<sup>th</sup>, 2004 at 1:00 p.m. to 3:00 p.m.

Another Committee called the 4 Corners Committee was also established and Mayor Wilson will schedule those meetings.

The Board reviewed the Traffic and Transportation report from the Manteo Update on page 24 and would like the DOT to look at the options of: roundabouts; connecting existing streets that don't connect; lowering speed limits on Highway 64 and any other suggestions that the Town might have for them to review.

The developing of Lucy's 4 corners was discussed and the possibility of having a roundabout there with some type of historical statute; explore the possibility of developing the 4<sup>th</sup> corner as commercial. Town Manager Kermit Skinner is to find out who owns the 4<sup>th</sup> corner and report back to the board.

Commissioner Collins would like the 4<sup>th</sup> of July banner be placed on the May agenda for a budget amendment. Town Clerk Becky Breiholz is to see if there is any money in the Special Events line item and if so to go ahead and order the banner. Commissioner Collins would also like to have the Tot lot checked on to see if it is ready to be open to the public.

The hedges at Cartwright Park were discussed and have become quite tall, Board would like to have the hedges trimmed back to about 3 feet. Commissioner Collins would like the historical plaques at the Park to be replaced and the flower beds at the Park and around the sign taken care of.

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Creef seconded by Commissioner Collins the meeting was adjourned/recessed at 5:20 p.m. until Monday, April 19<sup>th</sup> at 9:00 a.m. at the Festival Park for a meeting with a facilitator on Police policy was approved by the following vote: Ayes: Commissioner Collins Farrow, and Creef. Noes: None. Absent: Commissioner Tugwell, Belli and Etheridge.

This 14<sup>th</sup> day of April 2004

ATTEST:

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Mayor John Wilson, IV

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Town Clerk Becky Breiholz