

MINUTES

The Town of Manteo Board of Commissioners held their March 1, adjourned/recessed session in the Manteo Town Hall meeting room, April 12, 2006 at 4:00 PM

The following members were present: Mayor John Wilson
Commissioner Edward Etheridge
Commissioner H.A. Creef, Jr.
Commissioner Hannon Fry
Commissioner Darrell Collins
Commissioner Lee Tugwell

The following member(s) were absent: Commissioner David Farrow

Also present at the meeting were: Town Manager Kermit Skinner
Town Clerk –Becky Breiholz
Finance Officer-Shannon Twiddy
Planner Erin Burke
Public Works James McCleave
Building Inspector John Bonniface
IT Steve Jozik
W/S Superintendent Nathan Pharr
Police Chief- F.T. D’Ambra

Mayor Wilson called the Adjourned/recessed April 5th, 2006 meeting back to order at 4:00 pm

Representatives with Interfaith community Outreach were present to give the Board an update on their organization which provides emergency gap services to residents during a time of need and based on income. They gave a brief history of the residents they helped since their inception and that Dare County Emergency Management asked them to help coordinate volunteers during a disaster. They are requesting that the Town provide financial aid or at least consider waiving the reconnection fees to those who have had their water turned off, they commented that Dare County and Kill Devil Hills were doing this for their clients.

Sybil Ross the Town’s representative on the CRC gave the Board an update of the CRAC meeting that she attended and gave the Board handouts that outlined the CRAC priorities, which will be in the CRC file in the Town Hall.

SUBJECT: Department Head reports-these were given to the Board at their regular March meeting for review and will be on file for one year. Commissioner Etheridge asked about speeding on Croatan and the Board discussed putting 4 way stop signs to slow people down. Chief D’Ambra commented that they have issued 40 citations since the Board had requested that something be done about the speeding. The Board asked about when they could have a meaningful conversation regarding the sewer capacity and Mr. Skinner commented that we could have something for them in a month.

SUBJECT: Report on Farmers Market-the Board had asked this be researched at the April regular meeting in regards to liabilities and how sales tax would be collected. It would be up to

each vendor to submit their own taxes and reports to the NC Department of Revenue. Edward Green with the Special Events committee commented that he asked Barry Wicker with the NC Maritime Museum if there would be a conflict with his sailing program and was told no and that Michael Lay with Roanoke Island Business Association did a poll of the downtown merchants and the majority had no problem with the open air market. The biggest issue would be the liability insurance. The Board discussed the pros and cons such as parking, fairness to other businesses; the liability of the fruit, vegetables and seafood sold. Commissioner Tugwell commented that he supports the activity but that sufficient legal issues have been raised and need to be investigated further. Commissioner Fry commented that several businesses called him and they are strongly opposed to the market. Town Manager Kermit Skinner is to research the liability issue and it will need to be worked out before moving forward with the project. The Towns ordinance on itinerant merchants and privilege licenses was discussed and the Board requested that if our zoning ordinance does not exempt town sponsored events then staff is to prepare a text amendment allowing this to happen. The Board also asked staff to contact the Town of Carrboro who has done a farmers market successfully and also to contact the Department of Agriculture and Dare County Health Department about the selling of fruit, vegetables and seafood. The Board agreed that they should not move forward until they have the liability coverage issues resolved.

MOTION: Commissioner Etheridge seconded by Commissioner Tugwell to allow the Special Events Committee to proceed planning and implementation of the open air market was approved by the following vote: Ayes: Commissioners Collins, Creef, Etheridge Noes: Commissioner Tugwell and Fry. Absent: Commissioners Farrow

SUBJECT: Employee Assistance grant Program-This was on the April regular meeting agenda and removed for more discussion. The Board discussed the fact that even though it would be paid for by a grant the first year it would be a recurring expense which they did not see any benefit in. The Board discussed the fact that if an employee was in trouble the Town would help them out. They would like to budget \$2500 in the draft budget to set up our EAP program and Commissioner Collins and Tugwell come up with a policy and how it is to be administered

MOTION: Commissioner Etheridge seconded by Commissioner Creef to deny the request to apply for and EAP grant was approved by the following vote: Ayes: Commissioners Tugwell, Etheridge, Creef, Fry. Noes: Commissioner Collins. Absent: Commissioner Farrow

SUBJECT: Report Haven Creek Lane right of way. Code Enforcement Officer Johnny Boniface stated that a letter has been sent to the owners to clean up the area and they have 30 days to do so and if it is not done then the Town will proceed according to the ordinance.

BOARD CONCERNS

Commissioner Collins-commented that the Board should consider funding the Interfaith Community Outreach program and the Board discussed the fact that we should not use taxpayers dollars for charity. The other request they made was possibly the Town waiving the reconnection fees for water and sewer and Town Manager Kermit Skinner is to check to see how the other towns have handled this for charitable organizations.

Mayor Wilson commented that the Way-finding signs could be ready in July. He asked the Board to authorize him to write a resolution asking the NC Department Transportation for funding through their discretionary fund.

MOTION: Commissioner Collins seconded by Commissioner Etheridge to authorize Mayor to write a resolution was approved by the following vote: Ayes: Commissioners Tugwell, Etheridge, Collins, Creef, Fry. Noes: None. Absent: Commissioner Farrow

The Mayor also showed the Board the letter he did requesting funds from the local businesses for the 4th of July firework display. He asked staff to prepare them and return to him since he would like to put in a personal note. The restoration of the Pea Island Station/Cook house was discussed and town needs a contract price to be included in the budget but staff needs a copy of the plans. Mayor Wilson commented that a man in Hatteras has a copy of the plans as well as the archives record group #26 in Washington, DC. Staff is to try to obtain those plans.

Sybil Ross informed the Board that at the CRC meeting it was discussed that the Town of Manteo used to be listed on the historic waterfront restoration rules which the legislature enacted legislation on who was eligible and the Town was listed. The CRC came up with their own rules and the language in the CRC rules does not list the Town and if they want to amend those rules they need to contact the CRC, asking they be amended to include the Town of Manteo.

MOTION: Commissioner Tugwell seconded by Commissioner Fry to authorize the Manager to write a letter requesting the change was approved by the following vote: Ayes: Commissioners Tugwell, Etheridge, Collins, Creef, Fry. Noes: None. Absent: Commissioner Farrow

The Board discussed the sidewalk project on Ananias Dare and there has been a hold up with the installation and getting an easement to Helen Baum's property. She has passed away and the person authorized to give permission is in Australia and we don't know how to contact her. The Board asked that a temporary pole for the Baum property be put up.

SUBJECT: Preserve America Resolution-2006-03-this resolution will allow for the Town to apply for Preserve America Community Designation and allow us to apply for grants protecting our historic assets and community revitalization.

MOTION: Commissioner Creef seconded by Commissioner Etheridge to approve Resolution 2006-03 Preserve America was approved by the following vote: Ayes: Commissioners Tugwell, Etheridge, Collins, Creef, Fry. Noes: None. Absent: Commissioner Farrow

MOTION: Commissioner Tugwell seconded by Commissioner Creef the meeting was adjourned at 5:25 pm and was approved by the following vote: Ayes: Commissioners Collins, Etheridge, Creef, Fry, Tugwell. Noes: None. Absent: Commissioner Farrow

This 12th day of April 2006

ATTEST:

Town Clerk Becky Breiholz

John Wilson IV, Mayor