

MINUTES

The Town of Manteo Board of Commissioners held their Regular session in the Manteo Town Hall meeting room June 6th, 2007 at 7:30 p.m.

The following members were present: Mayor-John Wilson, IV
Commissioner David Farrow
Commissioner H.A. Creef, Jr.
Commissioner Hannon Fry
Commissioner Darrell Collins
Commissioner Edward Etheridge

The following member(s) were absent: Commissioner Lee Tugwell

Also present at the meeting were: Finance Officer- Shannon Twiddy
Town Clerk-Becky Breiholz
Planner Erin Trebisacci
Building Inspector John Boniface
Attorney-Brennan Sheedy

Mayor Wilson called the Regular meeting to order at 7:30 followed by the Pledge of Allegiance

SUBJECT: Adoption of agenda as presented or amended –

MOTION: Commissioner Farrow seconded by Commissioner Creef to approve the agenda as presented was approved by the following vote: Ayes: Commissioners Farrow, Collins, Fry, Etheridge, and Creef. Noes: none. Absent: Commissioner Tugwell

SUBJECT: Consent Agenda –

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve the consent agenda as presented was approved by the following vote: Ayes: Commissioners Farrow, Collins, Fry, Etheridge, and Creef. Noes: none. Absent: Tugwell

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve the minutes of the regular meeting of May 2nd 2007 with reference to certified copy of CD recording was approved by the following vote: Ayes: Commissioners Farrow, Collins, Fry, Etheridge, and Creef. Noes: none. Absent: Tugwell

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve the minutes of the recessed regular workshop meeting of May 9th, 2007 with reference to certified

copy of CD recording was approved by the following vote: Ayes: Commissioners Farrow, Collins, Fry, Etheridge, and Creef. Noes: none. Absent: Tugwell

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve the closed session minutes of May 2nd and 9th, was approved by the following vote: Ayes: Commissioners Farrow, Collins, Fry, Etheridge, and Creef. Noes: none. Absent: Tugwell

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve audit contract with Dowdy & Osborne was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: none Absent: Tugwell

MOTION: Commissioner Farrow seconded by Commissioner Collins to approve Budget Amendment #8 was approved by the following vote: Ayes: Commissioners Farrow, Etheridge, Collins, Fry and Creef. Noes: none Absent: Tugwell

PUBLIC COMMENTS – Finance Officer Shannon Twiddy (Town Manager Kermit Skinner was absent) asked for anyone wishing to speak to the Board to please come forward at this time.

Chase Crawford, owner of Magnolia Grill in Manteo and wants to know what the future holds for the Magnolia Market building. Mayor Wilson commented that the lease ends in September 2008 and the Board has not discussed what the future use will be and told Mr. Crawford to meet with the Town Manager and talk with him about it.

Briggs Neal-Owns property next to the boat ramp and wants to talk about the fence that was put up between his house and the parking lot. He stated he has 4 boat renters that rent space on the back of his property and is asking the board to place a double wide gate in the Town's fence for his renters to have an easier access for coolers, gasoline and equipment. They would like a swinging gate put back; his boat is in his back yard and he can't get it out. He commented that Horace Whitfield has his boat back there and he can't get in and out.

Fred Bombach-rents a slip from Mr. Neal and spoke with Stuart Wescott on how that opening was there which is no longer there; it was created in 1995 and he was the one that constructed the boat dock back there and the fence that was built by the Hassell's; he cut the fence and made an entrance into that area, so the public would have access when he was running his dolphin tour boat out of there, since then the slips have opened up for rental and we have them with the understanding that we would have access to that property through that area that is currently being closed and so he thinks in the spirit of the community it would help them have access to their boats; would allow emergency vehicles if something were to happen; often we have to bring our vehicles in to load an engine for the boat and would like the gate put back there for opening and closing and have a no parking sign in front; so we would have access to it but still keep it closed to the public; obviously we don't want the public on Brigg's property and would appreciate their consideration and if it would facilitate things we would be happy to work on it themselves.

Jason Whitley-Manteo resident and wants to bring to the Board's attention how Chief D'Ambra, "one night a couple of comments he made to me, that could possibly be defensive, threatening." "One night at the movie theater, I'm working at the Pioneer Theater here in town," "one night his daughter had an accident and spilled a drink, she come out to the concession stand with a little bit of an attitude on, and asked for a refill and I told her we didn't give refills." "Well Chief D'Ambra comes out and makes a comment to me what it cost you 80 cent to clean this up, you better watch yourself, make sure your foot does not slip on the gas pedal cause I'll make sure you get a ticket." "After telling this to a few people they informed him that this could be threatening." "A few friends suggested he bring this to the Commissioners."

Finance Officer Shannon Twiddy commented in response to Mr. Neal's; Commissioner Farrow has a report later on the agenda that will explain the location of a proposed picnic area and other comments that will address his request for a gate.

(TOWN MANAGER AGENDA)

SUBJECT: Presentation from Interfaith Community Outreach program-Chris Payne with the ICO gave a brief update of what the ICO does and that they meet the challenge to assist over 900 family members of our county in crisis to include many from Manteo who have nowhere else to turn for help. They are asking that possibly the Town help them with their funding. Mayor Wilson thanked them for the help they do and is grateful that they help the community, but it has been a long standing policy of the Town that we don't think its fair to tax those very same people in need and give it to a non profit. Mayor Wilson commented we will encourage the citizens to donate and donated his month's check to their cause.

SUBJECT: Discussion and consideration of final plat approval for Marshes Light. Planner Erin Trebisacci-the master plan for the Marshes Light Project was approved in April 2004. That plan included a 22 lot Single Family Subdivision. The Final Plat contains lots1-3 and lots 7-22. Lots 4, 5, and 6 were approved as apart of the minor subdivision. The public streets have been paved and all utility certifications have been received by staff. The two interior alleys are private and will be completed at the developer's discretion. The Planning and Zoning Board recommends approval of the plat contingent upon plantings being completed in the wetland pond area; the buffer along Fernando Street be completed and live oaks be planted at the lot lines along the streets prior to the issuance of any building permits for lots 1-3 and lots 7-22.

MOTION: Commissioner Farrow seconded by Commissioner Creef to approve final plat for Marshes Light with the Planning and Zoning Boards 3 recommendations plantings being completed in the wetland pond area; the buffer along Fernando Street be completed and live oaks be planted at the lot lines along the streets prior to the issuance of any building permits for lots 1-3 and lots 7-22 was approved by the following vote: Ayes: Commissioners Farrow, Collins, Fry, Etheridge, and Creef. Noes: none Absent: Tugwell.

SUBJECT: Setting date for the Budget Public Hearing-Finance Officer Mrs. Twiddy is asking that the Board set a hearing after June 19th. Consensus of the Board to set the Public Hearing for Wednesday, June 20th at 6:00 pm

OLD BUSINSESS

Report Collins Park- Mayor Wilson commented he was sorry he missed the dedication on Memorial Day and thanked those who volunteered and worked so hard to cause it to happen and wants to acknowledge that Carol Scott has resigned from the Coalition. As we continue to have problems moving forward and finishing the plan Mayor Wilson is going to appoint an ad hoc steering committee to be chaired by Commissioner Darrell Collins, to include as members the President of the Freedman's Colony, Virginia Tillett and the President of the Coalition, and ask them to submit to us 2-4 additional people that they might like to work with. With this committee planning for the future of Collins Park, everything that happens there will be done through Commissioner Darrell Collin's Committee with the approval of this Board.

Report skateboard park- Mrs. Trebisacci met with Derek Hatchell on site last week and he will work in cooperation with Jessie Davis to get the correct dimensions and will get the final price to Cliff Ogburn.

Report Marshes Lighthouse bell-Mayor Wilson asked staff to respond to the person in Washington if there is a bell that is within 3 or 4 inches of 24 inches wide at the bottom and 24 inches tall within 3-4 inches, then we very much want the bell. He commented he measured the bell on the original plans and it appears to be 28 inches wide and 24 inches tall.

Report Cemetery Committee-nothing to report

Report Special Events-Mayor Wilson commented he heard we had the largest Dare Day ever and once again commend James McCleese and his staff for a wonderful job they do.

Report CVS Lights-have received the solar light and Mr. Boniface and Mr. McCleese are working on installing it. Remove this from the Old Business list.

Report Kayak Launch-Festival Park has applied for a grant and arrangements have been made with Maritime History Museum for them to use their floating docks.

Mrs. Twiddy gave an overview on the kayak launch, but going back to part of implementing the 20 year plan where the Board set forth they wanted to create more opportunities for interaction with the estuarine shoreline and Manteo water front. The Planning Department with Commissioner Farrow have worked out an area with a picnic plan and that is where Mr. Neal's request comes in; after this Board voted to have only one gate, plans moved forward to actually install a permanently mounted grills and picnic tables. Mayor Wilson asked if the access was in the grass area or in a parking space. Mrs. Trebisacci commented that it was not paved and was through the grass. Mr. Boniface commented that people were parking their cars in the grass

area and under the oak tree, so Mr. McCleave and he roped it off. Mrs. Twiddy commented that the Board would have to decide to permanently close a parking space for Mr. Neal's access and she also does not know if he has a conditional use permit to operate and marina and he does not have a privilege license and there may be some zoning issues that have to be worked through. Mayor Wilson stated does not think we should prevent the possibility of opening the gate, but at the same time he thinks we need a site plan taken to the planner showing where it is they want the gate and how wide a gate he needs. Commissioner Farrow commented it is his understanding he wants to pull cars through there or does he want a 36 inch gate they have already given him. Mr. Neal commented that a 36 inch gate is for walking through, and does not know how you would walk through with a gas can. Commissioner Farrow asked if he had access by his house to the back yard and Mr. Neal commented he has a driveway to his house and that his boat is blocked in back there, he drove it through the opening before the fence was put up and it has to come out from the opening that used to be there. Mr. Bombach commented that it seemed to him in 1995 when this opening was created it seems to him that they set a precedent, the space was available to that dock and operated that way for 3 years, and that opening in the fence belonged to the Hassell's. Mayor Wilson commented that it did not belong to the Hassell's it was installed by the Town in 1979. Commissioner Farrow commented he has no objection to a gate for them to have access to their boat; you don't have to be able to drive in and out. Mayor Wilson commented this is why we need to go through the process and look at site plan, show what you need and work with our planner and work on that soon. I don't believe it is going to be possible to give up a parking space for a secondary access to someone's back yard. Staff is not to put any thing permanent up until this can be resolved. Commissioner Creef commented we should go over the deed; this property was given by Mrs. York as a deeded gift and there were restrictions.

Report grants:

Clean Water Trust Fund Grant-nothing to report

CAMA grant for waterfront pump out station-it will not be approved until after their budget year.

Land Use Plan grant-we will be having a public hearing next Wednesday.

Visitor Bureau grant for Christmas-we have accepted pending approval of the budget.

COMMISSIONER AGENDA

Commissioner Fry asked about the pilings that Spears Diving identified by the Cora Mae Basnight bridge. Carl Jordan dock master commented that he has received a price and will forward to Mrs. Twiddy to see if we have enough money to get this done.

Commissioner Creef-someone was trying to phone a Manteo Police officer, it was late at night and they could not find anybody. This issue has been previously discussed and he thought there was to be a phone that rang to the officer on duty in the car. Mrs. Twiddy commented if this was Memorial Day weekend then phones were not functional. Mayor Wilson commented this request was made two years ago, the Board wants a phone number that is easily

remembered, that can be dialed at any time that actually rings in the police car. Staff is to look into this.

Commissioner Etheridge-Dare Days was laid out nice and was a wonderful event. He also commented that the roads on Roanoke Island need repaving. Mayor Wilson asked staff to check with NCDOT TIP plan to see when we are scheduled for repaving.

MAYOR'S AGENDA

Mayor Wilson commented that there is a film being premiered in London June 23rd, called Roanoke, The Lost Colony, it has been getting a lot of attention in film circles. It will also have its American premier on June 30th, at 1pm at Festival Park. We have heard from the Mayor and Council of our twin city in Bideford they would also like to show the film the same day. Mayor Wilson asked that our Public Relations staff member get with Johnny Walker at Festival Park and coordinate the publicity for this event.

MOTION by Commissioner Creef seconded by Commissioner Collins the meeting was recessed at 8:30 pm until Wednesday, June at 4:00 p.m. was approved by the following vote: Ayes: Commissioner Fry, Collins, Etheridge, Farrow, and Creef. Noes: None. Absent: Tugwell

This the 6th day of June 2007

Mayor John Wilson

ATTEST:

Town Clerk Becky Breiholz