

MINUTES

The Town of Manteo Board of Commissioners held their May 6, 2015 recessed meeting May 20, 2015 at 4:00 pm at the Manteo Town Hall meeting room.

The following members were present:

- Mayor Jamie Daniels
- Commissioner Nancy Peele
- Commissioner Richie Burke
- Commissioner Martha Wickre
- Commission Darrell Collins, Mayor Pro Temp
- Commissioner Christine Walker
- Commissioner Hannon Fry

The following member(s) were absent:

Also present at the meeting were: Town Manager Kermit Skinner; Assistant Town Mgr. /Finance Officer Shannon Twiddy; and Planner Erin Burke

Mayor Daniels called the recessed meeting to order at 4:04 pm p.m.

NEW INTERN INTRODUCTION Madison Maher-IT Administrator Steve Jozik introduced Madison to the Board. She will be helping the Town with some Public relations and social media policies.

SUBJECT: Discussion of waterline replacement priorities-this project is on Commissioner Fry's project list and the Board discussed the various projects, priorities and asked about finances that would be available. The Board also discussed the work that needs to be done to the Waste Water Treatment plant. Mrs. Twiddy discussed with the Board different finance options and Commissioner Burke wanted to know if a grant was available. The first project that needs immediate attention is Agona Street/Uppowoc Ave. between Fernando and Sir Walter Raleigh. Mr. Skinner to get estimates for the engineering and rough construction cost for project 1.

SUBJECT: Discussion of space needs study-This was on Commissioner Peele's project list. At the Board's last meeting Commissioner Peele and Commissioner Collins were to see what repairs/remodeling could be done to the building while they are in the process of remediating the building for mold and asbestos. The Board discussed changes and additions to the building to both the upstairs Police Department and downstairs Administrative Offices. The possibility of lowering the ceilings in the meeting room was discussed and by consensus the Board wanted to leave them as they are. The Board discussed having staff sign a change order for remodeling not to exceed \$10,000 and asked Mr. Skinner to have the contractor price the changes items discussed. Mrs. Twiddy will prepare a budget amendment for the June meeting.

MOTION: By Commissioner Peele seconded by Commissioner Wickre to authorize staff to request and sign a change order for remodeling not to exceed \$10,000 by approved by the following vote: Ayes: Commissioner Collins, Peele Wickre, Burke, Fry and Walker. Noes: None. Absent: None

SUBJECT: Discussion of newsletter-This is on Commissioner Wickre's project list. The Board discussed a timeline to publish and distribute a Town newsletter. They discussed content and topics for the newsletter. The Board would like a newsletter by mid-July with deadlines for articles to be received no later than June 30 for publication July. The Board would also like the newsletter to be digital and not printed.

SUBJECT: Budget workshop-Chris Sawin with the Dare County Arts Council attended the meeting and requested that the Board budget money for the Arts Council projects. The Board went over each department line item and asked that the following amounts be removed or reduced: remove \$1,000 from Board of Adjustment budget legal representation; remove amount from the walkway and piling funding around the water garden; reduce playground equipment from \$100,000 to \$25,000; remove \$1,000 from Special Events miscellaneous line item; remove \$4,000 from skate park; reduce Christmas by \$1,500; remove funding for the Outer Banks marathon and to add to Litter Pickup \$1,500. The Board also discussed the police departments request for a vehicle and had a few questions and requested that Chief Haskett be present at the next meeting to answer those questions. The Board also discussed removing the \$5,000 from Dare Days because the County will no longer be holding that event next year. Commissioner Walker asked that the \$5,000 remain in case the Town wants to do something. No new items were added to the budget.

The Board would like to set a public hearing for the budget at their June 3rd meeting.

MOTION: Commissioner Peele seconded by Commissioner Walker to adjourn at 6:04 pm was approved by the following vote: Ayes: Commissioner Burke, Peele, Fry, Walker, Collins and Wickre. Noes: None. Absent: None

This the 20th day of May 2015

ATTEST:

Mayor Jamie Daniels

Becky Breiholz, Town Clerk