



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, October 12, 2020 - Zoom Meeting due to Covid-19 Minutes

Call to Order

Town Manager John Day welcomed participants to the Oct. 12 Regular Meeting and provided instructions for those wishing to speak during Public Comment.

Mayor Newton called the meeting to order at 6:01 p.m.

Roll Call

Mayor Newton conducted roll call and declared a quorum present for the meeting.

Members Present

Mayor Everette Newton

Commissioner Ann Carter

Commissioner John Hagle

Commissioner Sharon Harker

Commissioner Marianna Hollinshed

Commissioner Charles McDonald

Agenda Approval

Commissioner Hagle made a motion to approve the agenda as presented.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle.

Calendar

Rachel Johnson, PIO, Parks & Events Coordinator, Deputy Town Clerk, reviewed the calendar for the months of October and November. In addition to the regularly scheduled meetings, Ms. Johnson mentioned the ongoing relief effort, Carteret Cares, for those impacted by recent hurricanes in Louisiana.

Donations will be accepted through 5:00 p.m. Thursday and can be dropped off at the Beaufort Fire Department. In addition, she mentioned White Cane Awareness Day is Oct. 15, Chat with the Chief is scheduled for 3:00 p.m. Oct. 21, and the Lion's Club Bridge Run will take place Saturday, Nov. 7.

Mayor Newton asked the Board if there were any questions; there were none.

Public Comment

Mayor Newton announced the three-minute time limit for public comment, noting two people were signed up to speak: Peter Crumley and Janet Woodward.

Peter Crumley thanked the Board and the Town for the construction of the raised crosswalk in front of the Maritime Museum. He explained the notable improvement to safety in the town for pedestrians, adding that the subject is very near and dear to his heart as a blind walker. Mr. Crumley said that he would like to see that design moving forward, especially with the Turner Street project.

Mr. Crumley thanked the town and Rachel Johnson for a wonderful job at Randolph Johnson Park. He also spoke about the potential right-of-way turnover from NCDOT to a private entity. In his opinion, public property should remain public property. He mentioned the Cedar Street Park area has historically been an area where people fish and enjoy the outdoors and urged the Board to take that under consideration when discussing the item on the agenda.

Mayor Newton invited Janet Woodward to speak. Janet Woodward thanked the Board for the opportunity to speak, as well as for appointing her to the Historic Preservation Commission. Ms. Woodward informed the Board of a packet she dropped off at Town Hall the week prior regarding an exceptional woman in the community. The packet contained letters of endorsement from community members in support of naming the Turner Street Bridge after Ms. Violet Bailey. Ms. Woodward provided quotes from various sources speaking to the excellence of Ms. Bailey and her contributions to the community. Ms. Woodward requested the Town include a resolution to name the Turner Street Bridge after Ms. Violet Bailey at the November Board of Commissioners Meeting. If the Board does not want to proceed, Ms. Woodward said that she would like the Board to address why.

Manager Report

John Day, Town Manager, spoke about Halloween during the COVID-19 pandemic. He referenced guidelines from the North Carolina Department of Health and Services and Center for Disease Control that are available for review on the Town's website and Facebook page. He discussed low, medium and high-risk Halloween activities and emphasized the need to protect the community's most vulnerable citizens.

Mayor Newton asked the Board for any additional questions or comments regarding the Manager's Report.

Commissioner Carter echoed similar concerns and encouraged residents to be cautious during Halloween and noted a recent increase in COVID-19 cases in the area.

Commissioner McDonald asked about the status of the odor control measures for Beau Coast. Mr. Day explained that the equipment has been ordered by Preston Development, but the delivery date has not yet been determined. He further explained that staff continues to work with the developer in preparation of its arrival. Commissioner McDonald then asked for additional information on the amount of sand to be removed from the basin or pond and the value of the sand. Mr. Day asked Greg Meshaw, Public Services Director/Town Engineer to speak on the matter. Mr. Meshaw said he would provide the commissioners with that information within the next couple of days. Mr. Meshaw also mentioned that staff is working with the developer to create an agreement outlining the Town's responsibilities. Further discussion ensued. Commissioner McDonald asked about any fencing around the site. Mr. Meshaw explained that there Mr. Blackley's group will be installing a gate. He added that a fence is unnecessary as the remainder of the area is surrounded by forest.

Items of Consent

Mayor Newton reviewed the Items of Consent and asked the pleasure of the Board.

Commissioner Hagle made a motion to approve as presented. The motion passed unanimously.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle.

1. Draft Minutes for the August 24, 2020 Work Session and the September 14, 2020 Regular Meeting
2. Capital Project- Park Improvements Projects Budget Amendment #1
3. Capital Reserve Fund Amendment #4

Items for Discussion and Consideration

4. *Approval of Stewart Inc. as the consultant for the CAMA Comprehensive Land Use Plan & Unified Development Ordinance*

Kate Allen, Town Planner, discussed the Request for Proposals for a new CAMA Comprehensive Land Use Plan and Unified Development Ordinance submitted in August 2020. There were five proposals submitted. Ms. Allen noted the Selection Committee – Commissioner Carter, John Day, Kyle Garner, and herself – conducted interviews Oct. 1 and 2. Following the interviews, the committee unanimously selected Stewart as the preferred consultant for the project. Ms. Allen asked the Board’s permission to proceed with Stewart, Inc. for the CAMA Comprehensive Land Use Plan & Unified Development Ordinance.

Mayor Newton asked the Board for any questions or comments.

Commissioner Carter did not have any questions but noted that she participated in the interview process. She said that she was very impressed with the proposal and that she has consistently been pleased with Stewart in previous projects.

Commissioner Harker, Commissioner McDonald and Commissioner Hollinshed had none.

Commissioner Hagle noted the timeline in the proposal indicated a start date in September and asked if the project timeline would be extended a few weeks considering September has ended. Ms. Allen confirmed that the timeline would be extended and updated to reflect the later start date. Commissioner Hagle then asked about “Catalyst Sites” that were mentioned in the proposal. Ms. Allen explained that it is comparable to focus areas identified in the Small Area Plan with areas prime for redevelopment, etc. Mr. Day mentioned representatives from Stewart were also in attendance if the Board had any questions for them.

Commissioner Hagle made a motion to approve as presented. The motion passed unanimously.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle.

5. *Potential Project Additions Turner Street 100 Block Pedestrian Improvements*

Sam Bell, Assistant Town Engineer, provided an update on the Turner Street 100 Block Project Addition Alternatives. He discussed the proposed Middle Lane Crosswalk, noting increased pedestrian safety at a high traffic location, traffic calming on Turner Street and Middle Lane, as

well as the aesthetic improvements to the East side of Turner Street. Commissioner Hagle asked if the sidewalk would eventually be extended down Middle Lane. Mr. Bell confirmed that as soon as the [bank] property is redeveloped, the existing wall would be converted into a sidewalk.

Mr. Bell then discussed the original proposal, the Mid-block Crosswalk ADA Improvements. Benefits include: ADA compliance, better drainage and access for alleyway, loading zone striping, and an additional bike rack location. Mr. Bell then presented updates to the original proposal based on comments from the Work Session. His presentation included renderings of a raised crosswalk and showed the relocation of a bump out leading to the crosswalk which will serve as a traffic calming measure and pedestrian haven. He noted the raised crosswalk would result in the loss of two parking spaces but would increase pedestrian visibility.

Mr. Bell discussed alternate loading zone locations and the pros and cons of each. Loading Zone Alternate 1 would shift the loading zone in front of Fishtowne, Turner Street Market, and Beaufort Pet Provisions. Alternate 2 would be closer to Front Street. Both alternates would result in the loss of approximately three parking spaces. Mr. Bell added that the spaces could be added elsewhere on Turner Street.

Mr. Bell then discussed bike rack alternatives, noting the initial proposal included a “loop type” bike rack. He said Commissioner Harker indicated the “grid type” bike rack would be a more acceptable design at the most recent Work Session.

Mr. Bell provided feedback from local businesses regarding the loading zone alternates. Turner Street Market is opposed to Alternate 1 due to the proximity to the outdoor seating areas and loss of 15 minute parking spots. Beaufort Pet Provisions is also opposed to Alternate 1 unless there is a way to keep the 15 minute parking spots. The Beaufort Historic Association (BHA) recommended keeping the loading zone at its current location and voiced opposition to losing two parking spots to the raised crosswalk. The BHA also emphasized the need for native plant species for all improvements.

Mr. Bell explained that after considering both alternates, staff recommendations are to construct a street level crosswalk at Middle Lane, rework sidewalk and ramps to make ADA compliant and stripe loading zone area in street, relocate planned bump-out island, construct mid-block raised crosswalk, landscape unused ramp area, construct curb and gutter to tie into proposed bump-out and existing curb and gutter, and substitute grid type bicycle ramps for loop type. The total estimated additional cost is \$62,000.

Mayor Newton asked for questions or comments from the Board.

Commissioner Carter asked if the grid type bicycle rack would take up less space than the originally proposed loop type. Mr. Bell said the grid type might take up slightly more space but could accommodate more bicycles. He also mentioned bike locks seem to work better with the standard grid type bike rack.

Commissioner Harker asked if there is another bike rack located closer to Royal James, or if this would be the only bike rack for the street. Mr. Bell said that the initial proposal included two bike racks; one by Fishtowne and one closer to Front Street. He mentioned the possibility of a third

bike rack at an area in between. The proposal tonight only includes two bike rack locations.

Commissioner McDonald asked if the intent was to improve pedestrian, vehicle traffic, or loading/unloading zones. Mr. Bell indicated the project objective is to improve all three aspects, as well as overall visibility. Commissioner McDonald asked if the tree in front of Turner Street Market would have to be removed. Mr. Bell confirmed that all existing trees in the project area will be removed, but new trees will be planted with the new landscaping. Commissioner McDonald referenced historic issues with tree removal. Commissioner McDonald indicated that in order to ensure a smooth process, [staff] should be in contact with the local businesses and delivery companies and [staff] should draft an ordinance saying merchandise deliveries should happen at certain times of the day before traffic really picks up.

Commissioner Hollinshed thanked Mr. Bell for exploring additional loading zone alternatives. In looking at the proposed alternatives, Commissioner Hollinshed said she believes the initial location is the best option. She added that removal of the Crape Myrtles would be a big improvement, especially once replaced with something else.

Commissioner Hagle believes it is a good design. He echoed Commissioner McDonald's comments regarding business owners and suppliers, emphasizing the need for delivery drivers to utilize the loading zone as the town has been rather lenient historically. He then asked if the raised crosswalk would be similar to the one in front of the Maritime Museum. Mr. Bell confirmed the design would be similar.

Commissioner Hagle made a motion to approve as presented. Commissioner Carter asked about the loading zone location.

Commissioner Hagle amended the motion to approve with the loading zone in the originally proposed location north of the new crosswalk. The motion passed unanimously.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle.

6. *Cedar Street Park/Homer Smith Marina*

John Day explained that the Board discussed this proposal at the last Regular Meeting and indicated members of the Board conducted additional research regarding the request. He asked the Board to consider the proposal and do what the Board feels is in the best interest of the Town.

Mayor Newton asked for clarification of the requested action tonight, noting four criteria that will be follow on actions. Mr. Day acknowledged additional elements and considerations that will need to be addressed, to include the covenant in place between the Town and Homer Smith Marina regarding expansion. He explained that the agreement will need to be amended for there to be an expansion. The owner has made it quite clear that the improvements and additional right-of-way to be used for parking is only necessary if there is an expansion. Mr. Day indicated a clear relationship between the issues, noting that Mr. Frost would likely need to have an understanding of whether or not there could be an expansion of some sort before he would be interested in the additional property and expanding parking.

Commissioner Carter asked for clarification that by agreeing to transfer the right-of-way to Mr. Smith, that the Board is tacitly agreeing to amend the covenant in order to allow them to increase the number of slips.

Mr. Day explained that without the Board agreeing to amend the covenant, there would not be a reason for the owner to spend money to expand parking and contribute to other improvements. He then informed the Board that Ron Cullipher is present to answer any questions on behalf of the owner.

Commissioner Carter noted that the owner would only need the space for additional parking for additional boat slips. Without permission to get additional boat slips, there is no need for additional parking.

Commissioner Harker asked if the existing parking spaces from the original approved plan would be enough for additional boat slips.

Ron Cullipher (The Cullipher Group, PA) explained that the original site plan that was approved – to include the demolition of the fish house and construction of the clubhouse – contains 43 parking spaces. Based on the current rules, the existing 43 parking spaces can accommodate 150 slips without the addition of the property Mr. Frost is requesting. He explained that the goal was to have more than the minimum required parking with a better site plan, more landscaping and to accommodate overflow traffic that seems to be a big concern. Mr. Cullipher went on to explain that if the property owner pays the contribution for the restroom kiosk facility, the goal is to get up to 178 slips with a portion of those slips being transient. He explained that if the property owner is able to acquire the right-of-way and provide funding as offered, they would like to go through the process to formally submit plans and go through the formal approval process.

Commissioner Harker discussed an existing power line that goes across the [right-of-way] property, noting that when the Town initially began designing Cedar Street Park, they determined very little can be done in that area for safety reasons. She asked Mr. Cullipher to confirm that a portion of the parking area is still going to be gravel, that they plan to fence the area off and make it look presentable. Mr. Cullipher confirmed, noting the plan for heavy landscaping. Commissioner Harker confirmed with Mr. Cullipher that the donation will still be in place to construct the bathrooms. Commissioner Harker then mentioned the proposed gate, indicating the additional parking would eliminate the need for visitors to look for parking further down Cedar Street. She asked if the marina would be hosting any large parties or events that would promote more traffic than standard day to day operations. Mr. Cullipher said he does not anticipate anything of the sort. Commissioner Harker then asked if someone will be on site to monitor the parking area as the proposal includes car decals for marina patrons. Mr. Cullipher confirmed that the dockmaster will be on site, though he was unsure of exact schedule. Commissioner Harker asked if the additional transient spots were a part of the grant criteria. Mr. Cullipher confirmed.

Commissioner McDonald asked if there has been a precedent set with other property owners to do something similar to what Homer Smith Marina is requesting. Mr. Cullipher mentioned the adjoining property and that acquired 20 feet of right-of-way on either side of Cedar Street from NCDOT for the parking plan [hotel project]. Commissioner McDonald asked Mr. Day if that means the precedent has been set. Mr. Day acknowledged that it could be seen that way.

Commissioner Hollinshed asked who originally owned the frontage. She asked if it was a part of Homer Smith or the Fish House and then acquired by DOT when they built the bridge, as the bridge was originally on Ann Street. She noted that the ratio of slips to parking according to our ordinance is adequate. She explained that she still has concerns about overweighing this portion of town between this project and other projects already underway. Commissioner Hollinshed also voiced concerns about holiday weekends and parking shortages.

Commissioner Hagle voiced support for the gate at the west end of the parking area. He also noted the power lines severely restrict the possible use of the property and parking would be a great use for it. Commissioner Hagle went on to discuss the parking requirements of the Land Development Ordinance and pointed out that the proposal includes approximately 30% more spaces than would be required. He noted that it is a very busy area with a lot of upcoming development.

Commissioner Hagle asked Mr. Day if the Board would need to make a separate vote for the agreement with the Town. Mr. Day explained that the town would need to have an amendment to the agreement drafted. It would need to be very specific about what it allows. Mr. Day suggested any additional questions about the agreement portion should be directed to Arey Grady, Town Attorney.

Commissioner Hagle mentioned the agreement clearly states the number of slips allowed and said that this is a discussion that will be coming to the forefront very soon.

Mayor Newton explained that this case is about public trust and voiced concerns about an all or nothing approach. He emphasized the importance of a comprehensive and incremental approach in order to avoid real problems in the future.

Commissioner Hagle asked Mayor Newton if the Board could discuss the agreement at the next meeting. He added that a lot of the language could be included in the agreement. Mayor Newton agreed with Commissioner Hagle and added that data is a key element as well – how many visitors do we have now, how many visitors do we anticipate as a result of this project? Commissioner Hagle agreed, noting significant changes in that are of town over the last several years.

Commissioner Carter voiced concerns about additional delays for the marina and data collection, noting the close of the busy season. She further pointed out that the proposal meets the standards of the ordinance. Commissioner Harker noted the recent approval of the neighboring hotel project and voiced concerns about a lack of consistency in expectations of developers, highlighting the importance of equal and consistent standards. Commissioner Harker also mentioned emails from citizens regarding the proposal and support thereof, an increase in revenues, and the ability to compromise in the language of the agreement. She posed questions about the data collection, responsible party, and accuracy of the data. Discussion ensued.

Arey Grady, Town Attorney, asked to address the Board. He explained that the proposal is to consent to the NCDOT's turning over of the right-of-way. He said the marina would have numerous other requirements to meet, some of which were included in the agenda packet – CAMA permit approval, site plan approval, and amend the covenant. He explained that if the Board agreed to relinquish the right-of-way tonight, it is not implicitly approving the other two necessary board actions (site plan approval and covenant amendment). He mentioned the possibility of granting a conditional approval to NCDOT contingent upon an approved site plan,

covenant amendment and CAMA permit.

Mayor Newton asked Mr. Day where the donation for the park bathroom comes into consideration. Mr. Day explained that it would be tied to the action with NCDOT. He also mentioned NCDOT would likely not be inclined to proceed with a conditional approval. Mr. Day agreed with Mr. Grady that the three items should be considered together, though the site plan could potentially come later if the covenant is amended to reflect a certain number of slips. He suggested considering the NCDOT right-of-way and amendment to the covenant simultaneously to develop a framework for the site plan.

Mayor Newton asked Mr. Day for a recommendation moving forward. Mr. Day indicated that some direction from the Board would be helpful in order to draft an amendment to the covenant. That direction would have to do with the number of slips, whether there would be any phasing in the construction of said slips, and any other conditions the Board would like to include that fall outside of the purview of standard planning and development process. He said the Board could hold a special Work Session or discuss the proposal at the next Work Session. The suggestions from that meeting can be used for the attorney to draft an amendment to the covenant to bring before the Board at the next Regular Meeting.

Commissioner Carter expressed concerns about asking the developer to spend money without a guaranteed return on their investment. She further acknowledged the need to be responsible and ensure the town is going to benefit to the maximum it can. She agreed the Board should discuss the proposal further at another work session. Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed and Commissioner Hagle agreed.

Mayor Newton asked Mr. Day to put this on the agenda for a work session, whether it be a special meeting or regularly scheduled work session. Mr. Day asked the Board to consult with the attorney if it would like to hold a special session – possibly Monday, October 19, 2020 – to be sure he could have something drafted in time.

Mayor Newton and the Board agreed to discuss the matter at a future work session.

7. *Upcoming Events and Activities*

Rachel Johnson provided an update on upcoming events and activities. Ms. Johnson mentioned additional information for the Lion's Club Bridge Run was provided to the Board following the work session.

Pirate Invasion submitted a canon firing schedule and social distancing plan as requested. Ms. Johnson explained that she had an opportunity to speak with Carl Cannon earlier in the day and learned they are considering making the Gallants Channel portion of the event a private ticketed event. Ms. Johnson presented a map showing the layout and social distancing plan for the Grayden Paul/Eury Park portion of the event.

Mayor Newton asked the Board for any questions or concerns.

Commissioner Harker asked Ms. Johnson to confirm that the plan is to keep people moving rather than congregating in large groups.

Commissioner Hollinshed asked to clarify that there will be three canon firing sessions on Saturday. Ms. Johnson asked Mr. Carl Cannon to confirm. Mr. Cannon provided an overview of the plan and canon firing schedule. He also spoke to the social distancing measures that will be in place as well as temperature checks and mandatory masks. Commissioner Hollinshed noted that none of the Gallants Channel layout was submitted in the packet. Ms. Johnson explained that because Gallants Channel is private property, it is not subject to approval from the Town.

Commissioner Hagle asked if the attack at 3:30 p.m. would be on Taylors Creek. Mr. Cannon confirmed and explained that the attack will follow the flotilla. Mr. Cannon further explained that he has no plans to advertise that portion of the event. Commissioner Hagle then asked if the vendors will be set up at Gallants Channel. Mr. Cannon said that they are not planning on having a lot of vendors – a few food trucks and vendors with pirate stuff. Ms. Johnson explained that the request is for Grayden Paul Park to be permitted to sell t-shirts, so that would be their own booth there. They also requested John Newton park to be allowed two pirate themed vendors. Commissioner Hagle confirmed that there would only be two vendors at the park. Mr. Cannon agreed, noting that he does not want to abandon the downtown area. Discussion ensued.

Mr. Cannon addressed the Board and said that he wants to hold the event the right way with the Board's approval. He explained that safety is a concern and he does not want to have a "Super Spreader" event and social distancing guidelines will be followed. He also volunteered to share the layout and proposal for the Gallants Channel property as well. Although the Friends of the Maritime Museum have not officially approved the request, he anticipates approval by the end of day.

Mr. Day pointed out an error in the proposed dates. Friday in November is the 20, so the event would be the 20 and 21. On Nov. 22, they are holding a memorial to honor the dead on both sides.

Commissioner Hagle made a motion to approve the request.

Commissioner McDonald asked if there are any other activities scheduled for the same dates downtown. Mr. Cannon explained that they are renting the Gallants Channel property, so there will not be anything else happening at that site. Ms. Johnson explained that there will be activities at Grayden Paul & Eury Park on Saturday, and ticketed activities at the Gallants Channel property. She noted that she is not aware of any other scheduled activities at this time. Commissioner McDonald then asked about the pirates means of transportation. Ms. Johnson said that there will be different crews at each location, so they should not have to go back and forth frequently. Mr. Cannon added that the people downtown will be downtown all day. If they have to transport people, they have a skif available to carry performers back and forth if necessary.

Mayor Newton reminded the Board of the motion and conducted a roll call vote. *The motion passed unanimously.*

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

8. *Appointments to Historic Preservation Commission, Parks and Recreation Advisory Board and Board of Adjustment*

Mayor Newton explained that there are several vacancies on volunteer boards. One position for the Historic Preservation Commission (HPC), one position for an in-town alternate for the Board of Adjustment (BOA), and three positions on the Parks & Recreation Advisory Board. Mayor Newton read the names of applicants for each board.

Mayor Newton asked Deputy Clerk Rachel Johnson to confirm the accuracy of the list. Ms. Johnson verified the list was accurate.

Mayor Newton asked for a motion to open nominations for the first of three vacancies on the Parks and Recreation Advisory Board.

Commissioner Harker made a motion to open nominations for the first vacancy on the Parks and Recreation Advisory Board. The motion passed unanimously.

Mayor Newton asked for nominations for the first of three vacancies on the Parks and Recreation Advisory Board.

Commissioner Carter nominated Brian O'Haver to fill the first vacancy on the Parks and Recreation Advisory Board.

Mayor Newton asked if there were any other nominations. Hearing none, Mayor Newton asked for a motion to close the nominations.

Commissioner Hagle made a motion to close the nominations. The motion passed unanimously.

Mayor Newton asked for a vote to appoint Brian O'Haver to the Parks and Recreation Advisory Board.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

Mayor Newton asked for a motion to open nominations for the second vacancy on the Parks and Recreation Advisory Board.

Commissioner Hollinshed made a motion to open nominations for the second vacancy on the Parks and Recreation Advisory Board. The motion passed unanimously.

Mayor Newton asked for nominations for the second vacancy on the Parks and Recreation Advisory Board.

Commissioner Hollinshed nominated Johnna Davis.

Mayor Newton asked if there were any other nominations. Hearing none, Mayor Newton asked for a motion to close the nominations.

Commissioner Hagle made a motion to close nominations for the second vacancy on the Parks and Recreation Advisory Board. The motion passed unanimously.

Mayor Newton asked for a vote to appoint Johnna Davis to the Parks and Recreation Advisory Board.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

Mayor Newton asked for a motion to open nominations for the third vacancy on the Parks and Recreation Advisory Board.

Commissioner Harker made a motion to open nominations for the second vacancy on the Parks and Recreation Advisory Board. The motion passed unanimously.

Mayor Newton asked for nominations for the second vacancy on the Parks and Recreation Advisory Board.

Commissioner Carter nominated Julie Arthur to fill the second vacancy on the Parks and Recreation Advisory Board.

Mayor Newton asked if there were any other nominations. Hearing none, Mayor Newton asked for a motion to close the nominations.

Commissioner Hagle made a motion to close the nominations. The motion passed unanimously.

Mayor Newton asked for a vote to appoint Julie Arthur to the Parks and Recreation Advisory Board.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

Mayor Newton asked for a motion to open nominations for the vacancy on the Historic Preservation Commission.

Commissioner Hollinshed made a motion to open nominations for the vacancy on the Historic Preservation Commission. The motion passed unanimously.

Mayor Newton asked for nominations to fill the vacancy on the Historic Preservation Commission.

Commissioner Hagle nominated James Taylor to fill the vacant position on the Historic Preservation Commission.

Mayor Newton asked if there were any other nominations. Hearing none, Mayor Newton asked for a motion to close the nominations.

Commissioner Carter made a motion to close the nominations. The motion passed unanimously.

Mayor Newton asked for a vote to appoint James Taylor to the Historic Preservation Commission.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

Mayor Newton asked for a motion to open nominations for the vacancy on the Board of Adjustment.

Commissioner Harker made a motion to open nominations. The motion passed unanimously.

Mayor Newton asked for nominations for the vacant position on the Board of Adjustment. Hearing none, Mayor Newton asked for a motion to close the nominations.

Commissioner Harker made a motion to close the nominations. The motion passed unanimously.

Mayor Newton thanked everyone for their patience and noted the remaining vacancy on the Board of Adjustment will be filled at a later date.

Mayor/Commission Comments

Commissioner Carter: No comments.

Commissioner Harker: No comments.

Commissioner McDonald: No comments.

Commissioner Hollinshed urged everyone to support the Beaufort Fireman's Association in their collection of goods for the people in Louisiana. She noted the conditions down there are horrible right now, considering they've been hit twice [with hurricanes] within fifteen miles. She also mentioned King Tides coming in later in the week. Commissioner Hollinshed then announced that she had been asked to investigate a traffic calming device for Ann Street west of Turner Street. She noted three blocks there that people are just flying down.

Commissioner Hagle echoed Commissioner Hollinshed's comments regarding the Beaufort Fireman's Association collecting supplies for the people in Louisiana. He mentioned friends and family in that part of the world that have been fortunate, but lots of their friends have not been. Commissioner Hagle then delivered his safety message regarding safe driving. He noted an increase in traffic incidents based on the data he receives. He explained conditions are changing – shorter daylight hours, fog in the morning, fog in the evening. He urged everyone to focus on their driving and adjust for these changing conditions.

Closed Session

Mayor Newton asked for a motion to go into closed session in accordance with NCGS 143-318.11(a)(3) and (6).

Commissioner Harker made a motion to go into closed session. The motion passed unanimously.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

9. Closed Session

Adjourn

Mayor Newton asked for a motion to adjourn.

Commissioner Hagle made a motion to adjourn. The motion passed unanimously.

Voting Yea: Commissioner Carter, Commissioner Harker, Commissioner McDonald, Commissioner Hollinshed, Commissioner Hagle

The meeting adjourned at approximately 8:50 p.m.

Minutes prepared by Kate Allen, Town Planner

Mayor Everette S. (Rett) Newton

Rachel Johnson, Deputy Clerk