



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners
Work Session
4:00 PM Monday, January 27, 2025
Train Depot, 614 Broad Street**

Call To Order

Mayor Harker called the meeting to order at 4:00 p.m.

Roll Call

Elizabeth Lewis, Town Clerk, called the roll.

PRESENT:

Mayor Harker
Mayor Pro Tem Cooper
Commissioner Gillikin
Commissioner LoPiccolo
Commissioner Oliver
Commissioner Spiegler

ABSENT:

None

Agenda Approval

Commissioner Cooper made a motion to approve the agenda.

The motion carried unanimously.

Items for Review and Discussion

1. 2025 Parking Season

Brandon Lauterbach with Pivot Parking followed up from a previous parking presentation and focused on some action items for the upcoming season. He discussed items related to rate options, pay stations, mobile LPR information, signage, golf cart parking, and customer survey options.

The Board established by consensus and after discussion:

- The 2025 Parking Season will be May 5- October 31, 2025: 8am-5pm hours of operation.

- Parking passes will remain the same as in the prior season, as well as citation rates and hourly parking rates.
- Create double spaces for golf cart parking.
- More signage is needed.
- Later decide on whether to implement the survey platform as part of the 2025 parking season.
- Do not purchase the upgraded LPR system.
- Instead of purchasing pay stations, order three additional handheld credit card machine readers.

Commissioner Cooper made a motion to adopt and implement these items for the 2025 parking season.

The motion carried unanimously.

2. Mardi Gras Event Application

Rachel Johnson, Events Coordinator, shared an overview of the 2025 Mardi Gras event application submitted by the BBA and provided in the meeting packet. It was noted the event organizers submitted the application after the deadline, causing time constraints. Ms. Johnson shared that staff presented the event organizers with the following alternatives:

- Remove the request for alcohol sales in John Newton Park and contain alcohol to Middle Lane and the BHA grounds. This eliminates the necessity of closing Front and Craven Streets and parking along that route to ensure pedestrian safety. Alcohol is currently only permitted on Town property in non-vehicular areas by permit and with the requirement to hire off-duty officers.
- Parade: Limit the parade to golf carts and pedestrians. Begin line-up at the intersection of Pollock and Front (West of Pollock). The parade route would be Pollock/Front to Turner/Front with pedestrian entries turning on Middle Lane with golf carts able to turn or continue straight and end the route by turning at Ann Street.
- Paul Burdette, Police Chief, shared safety concerns related to the proposed event. He noted there were no issues with the footprint of the event, but the proposed parade route would require increased staffing and barricades.

After discussion amongst the Board and further clarity on the event application request, Commissioner Oliver made the following motion:

Within 48 hours of approval tonight, if approved, we receive from the applicant confirmation of whether they will accept and be responsible for as is set out in the policy the closure of Front Street and Craven Street to have alcohol sales in John Newton Park. As well as whether they will accept the extended parade access to Gordon Street to have greater golf carts and pedestrians. Otherwise, having not received that decision from them, the permit as presented is denied.

Commissioner Gillikin suggested the entire application should not be denied if the applicant does not agree to the terms, rather than reverting to staff's recommendations.

Commissioner Oliver accepted the amended motion.

The motion carried unanimously.

3. Sidewalks at the West End of Front Street

Charlie Burgess, Interim Town Manager, provided background on a recent sidewalk complaint at the west end of Front Street. He explained the sidewalk that used to be located on the north side of the street, in front of the home at 105 Front Street, was relocated to the south side of the street. He noted the owner of 105 Front Street submitted an application to the Historic Preservation Commission (HPC) in the fall of 2022, where they approved the landscape design which included brick pavers. Following that meeting,

the previous Town Manager and Town Engineer met onsite and approved the relocation of the sidewalk from the north side of the street to the south side, to follow the same landscape design with brick pavers. The Public Works Director confirmed the installation met all Town requirements, including ADA compliance. It was noted there is intent to install a crosswalk in the area, as it does appear on the approved plans submitted to the HPC.

Mr. Burgess explained the property line in the area is questionable, as there have been contradicting plats and surveys confirming ownership. He confirmed the turnaround area where the benches are located belongs to the 105 Front Street property owners. He noted they were unsure if the original sidewalk was on private property or Town property, sharing that the Town may have conveyed the area in front of 105 Front Street to the property owners at the time, some hundred years ago.

Commissioner Cooper shared that he visited the area, and it was hard to tell where the original sidewalk was because it is now landscaped. He suggested if the Town wanted to put a sidewalk back on the north side, they would need a survey showing ownership.

Commissioner Oliver confirmed the brick pavers installed by the homeowner at 105 Front Street are ADA compliant. He confirmed the Town was unable to prove ownership west of Sunset Lane, on the north side where the sidewalk runs. He suggested the Town could not take a position on the subject until the ownership issue is settled.

Commissioner Spiegler shared that the Board received concerns about the relocation of the sidewalk, noting it was causing a hardship for citizens to cross Front Street several times. She noted if the Town wanted to move forward with putting any sidewalks back in the area, they would need to confirm ownership.

Commissioner Gillikin asked if there were additional citizens raising concerns about the sidewalk other than one known complaint.

Mr. Burgess said he was only aware of one complaint.

Commissioner LoPiccolo questioned ownership and Town right of way for the rest of Front Street.

Mr. Burgess said a survey would need to be conducted to confirm Town ownership, noting the big question was west of Sunset Lane. He suggested if they did move forward with survey work, it would be smart to survey the south side as well, in effort to have a contiguous sidewalk on that side of the street. He confirmed the Town did not own the area where the brick pavers are currently located.

Commissioner LoPiccolo asked about the crosswalk near Sunset Lane.

Mr. Burgess shared there should have been a crosswalk installed at the same time as the brick pavers and sidewalk were, but there was an oversight. He noted the developers are aware of this and do intend to install the matching crosswalk to meet all ADA regulations.

Commissioner Gillikin commented on the benefit of conducting survey work on the south side of the street, which would potentially provide more sidewalk connectivity. She suggested they defer surveying the north side at this time.

There was a consensus to move forward with survey work as suggested by Commissioner Gillikin.

Project Updates

1. Professional Park Area Storm Water Study

Sam Bell, Town Engineer, provided a summary of the final version of the Professional Park Stormwater Study. He noted that the overall goal of the study was to provide alternatives to make Meeting Street passable during weather events. He shared that WK Dickson would be onsite mid-March to do a public information session and when that date was finalized, he would share it with the Board and community. He explained the report

recommended selecting alternative three, which would raise Meeting Street, and the intersection of Professional Park Drive by about nine inches, noting this was the least costly alternative. He pointed out these were all recommendations and there was no funding in place for any of the options presented by the study. He shared there would be an interactive web portal that residents will be able to access.

The Board shared concerns about residents getting stuck in their homes on Meeting Street during flooding. They agreed it was not the Town's responsibility to fund the alternatives to mitigate flooding issues, confirming the study was performed through the Town obtaining a grant. They discussed issues with the original development, noting that Meeting Street was not part of the HOA in the area. It was also suggested there be community agreement and involvement to move forward with any kind of implementation or goals associated with future projects. The pump associated with the neighborhood pond was also discussed and noted as a continuous focus point moving forward.

Closed Session

1. Pursuant to NCGS 143-318.11 (a) (6)

Commissioner Cooper made a motion to go into closed session pursuant to NCGS 143-318.11 (a) (6).

The motion carried unanimously.

Adjourn

Commissioner Spiegler made a motion to adjourn the meeting at 7:35 p.m.

The motion carried unanimously.

Sharon E. Harker, Mayor

Elizabeth Lewis, Town Clerk