



**TOWN OF NAGS HEAD - BOC ACTIONS
WEDNESDAY, NOVEMBER 4, 2015**

1. Call to order - Mayor Edwards called the meeting to order at 9:00 a.m.
2. Agenda – The Board adopted the November 4th agenda as amended (with the move of Consent Agenda item #E-5 re: water meter rates to the Town Manager's agenda for separate discussion).
3. Recognition - Police Officer Stephen Beaman, Payroll and Benefits Specialist Melissa Siems, and Human Resources Director Brie Floyd were introduced and welcomed by the Board to Town employment.

Fire Captain Philip Wolfe, Fire Captain Wayne Kidd, Firefighter/Paramedic Richard Gibbons, and Dep Planning Director/Zoning Administrator Kelly Wyatt were recognized by the Board for ten years of service.

Town Manager Cliff Ogburn introduced former Human Resources Director Bonita Hurdle who was congratulated by the Board on her recent retirement after 30 years of service and was presented with the North Carolina Order of the Long Leaf Pine.

4. Public Comment

Louis Toth, Village at Nags Head resident; he displayed photographs of his dog with several feral cats in his neighborhood that he has helped get neutered/spayed.

Wilo Kelly, Government Affairs liaison for Outer Banks Homebuilders and Association of Realtors; on behalf of the builders who participated in the recent Outer Banks Parade of Homes - she thanked the Town for it's support of last month's Parade of Homes event.

5. Consent Agenda – the Consent Agenda, as approved, consisted of the following items:
 - Consideration of Budget Adjustment #4 to FY 15/16 Budget Ordinance
 - Consideration of Tax Adjustment Report
 - Approval of Minutes
 - Consideration of revised MOA between Town & Town of Cary for emergency relocation (Consideration of CFS changes for water meter rates - moved to Town Manager's agenda)
 - Consideration of CIP Project Financing lease/purchase resolution
 - Request for Public Hearing to operate child day care center in existing Plaza del Sol Shop Center
 - Request for Public Hearing to locate screen printing use in warehouse at 2234 Satterfield Landing
6. Report from Planning Board Chair - Planning Board Chair Mark Cornwell summarized the Planning Board meeting from October 20th - Discussions took place on two conditional use applications and sign legislation requirements. Mr. Cornwell noted that he has received a revised plant list from the County Cooperative Extension Agent.

7. Appointments to PGP/BOA - It was Board consensus that Dave Elder be appointed as alternate on the Board of Adjustment and that Bill Rigley be appointed as alternate on the Personnel Grievance Panel, pending their acceptance.

8. Trillium Health Resources grant - Trillium Health Resources Project Manager Amy Corbitt introduced her Board members present and stated that Dowdy Park is one of five major areas being constructed with Trillium grant funds. Ms. Corbitt presented the Town with a check for \$750,000 to help build a truly inclusive playground for adults and children alike.

9. Committee reports

Mayor Edwards - Report from Annual NCLM Meeting – The NCLM subcommittee of Resort Towns and Convention Cities is being revitalized – Mayor Edwards was elected to the Board of that subcommittee.

Comr. Ratzenberger - Outer Banks YMCA Board – At the YMCA October Board meeting a good summer was reported which included more visits in July 2015 than in the past five years; the YMCA Executive Director will provide an informative briefing to the Town after the first of the year.

Comr. Ratzenberger - Albemarle Rural Planning Organization – Ferry tolling was discussed at the October ARPO meeting but no actions were taken – ARPO's position, stated in March 2014, is to allow the legislature to seek alternate funding sources for new and replacement vessels.

Comr. Ratzenberger - Shoreline Management Committee – The northern Dare County beach nourishment projects are on track to begin in the April/May 2016 timeframe. The Town's committee will be working on estimates for maintenance of the Nags Head shoreline.

Comr. Ratzenberger – Sand Relocation Workshop – The Town's Sand Relocation Workshop took place on October 29th with a lot of interest; the permitting process for contractors will be streamlined – permitting will be able to take place on-site with the contractors which will save a lot of time.

Mayor Pro Tem Walters – Jennette's Pier Advisory Committee – The Committee meets twice a year - The pier is currently in transition as it is now under the State Dept. of Cultural Resources – it now operates more on a business model approach as opposed to a service provided approach.

Mayor Pro Tem Walters – The Dare County Tourism Board met this past Thursday; the Town's short-term restricted fund request for the Dowdy Park site was approved and will go to Dare County for consideration.

Comr. Demers – Comr. Demers stated that he will obtain information on an upcoming special meeting on November 19th of the Albemarle Regional Solid Waste Management Authority; in addition Comr. Demers reported that Washington County will be joining the Authority.

Comr. Cahoon – Comr. Cahoon reported that the Local Business Committee met last week and forwarded several proposals to the Planning Board for consideration; the Committee will next meet in January 2016.

10. Employee Benefit Consultant – The Board rescinded the prior authority given to the Town Manager to accept employee benefit analysis proposals and to authorize Town Manager Ogburn to enter into an agreement with Mark III Brokerage - and to bring back a Budget Adjustment as appropriate.

11. Town Attorney Leidy – Town Attorney Leidy requested a Closed Session to confer with the Board and preserve attorney/client privilege - Mayor Edwards referred Closed Sessions to the end of the meeting.

- 12.** Town Attorney Leidy - Town Attorney Leidy thanked former Human Resources Director Bonita Hurdle whom he has enjoyed working with for over 20 years - he pointed out that there have been no legal claims encountered by the Town during her time of employment.
- 13.** Town Manager Ogburn – The Board authorized Town Manager Ogburn to give HR Essentials the authority to perform the Town’s Pay/Classification Study.
- 14.** Town Manager Ogburn – A video-taped FY 14/15 annual report was presented with individual departments heads – the video is to be on the Town’s web site via YouTube and will also be on the Government Access Channel. Board members spoke in favor of the annual report via video.
- 15.** Town Manager Ogburn - Consolidated Fee Schedule water meter rates – moved from Consent Agenda – The Board approved the request for amendments to the Consolidated Fee Schedule for updated/increased water meter costs, as presented, to take place immediately.
- 16.** Town Manager Ogburn - Town Manager Ogburn reminded the Board of the Outer Banks Marathon (and Half Marathon) scheduled for this weekend – Sunday, November 8th.
- 17.** Comr. Cahoon – The Board passed a motion authorizing application for a Gov-Ed TV Local Programming Development Initiative grant as requested.
- 18.** Comr. Ratzenberger - Comr. Ratzenberger reported that at the recent Community Watch meeting plans for the future of the organization were discussed. He would like to encourage new, active members.
- 19.** Mayor Pro Tem Walters - Mayor Pro Tem Walters thanked the Planning and Development Department for their work in applying for the Trillium, Dare County Tourism Board, and PARTF grants for the Dowdy Park site.
- 20.** Mayor Pro Tem Walters - Mayor Pro Tem Walters thanked everyone who voted in yesterday’s elections and she thanked those who ran for election.
- 21.** Mayor Edwards - It was Board consensus to schedule a Board Retreat for January 20 - 21, 2016 with Facilitator Madeleine Henley – the Retreat is to take the place of a January mid-month meeting.
- 22.** Closed Session – The Board entered Closed Session to preserve attorney/client privilege, for discussion of a personnel matter, and to discuss an annual honorarium – the time was 11:26 a.m.

Mayor Edwards scheduled the return to Open Session to take place at 1:00 p.m.
- 23.** Open Session - The Board returned to Open Session at 1:05 p.m.
- 24.** Soundside Boardwalk Committee – The Board passed a motion to authorize staff to move forward on the four recommendations from the Soundside Boardwalk Committee - with the caveat that any additional funds need to come back to the Board for approval. Comr. Ratzenberger cast the NO vote as he feels that the Town has been spinning its wheels on this project for years and not going anywhere.
- 25.** Mayor Edwards - Mayor Edwards invited everyone to attend next week’s Veterans Day Ceremony on November 11th at 11:00 a.m. in front of Town Hall.
- 26.** Adjournment – The Board passed a motion to adjourn at 1:32 p.m.