

**TOWN OF DUCK
MUNICIPAL PROPERTY MASTER PLAN ADVISORY COMMITTEE MEETING
November 21, 2008**

The Municipal Property Master Plan Advisory Committee for the Town of Duck convened at the Duck Municipal Offices at 9:30 a.m. on Friday, November 21, 2008.

MEMBERS PRESENT: Chairman Paul Keller, Charlie Pratt (via conference call), Avery Harrison, Town Manager Christopher Layton, VHB Project Manager Chris Dewitt and Tymoff & Moss Architect Barry Moss.

MEMBERS ABSENT: Donna Black.

OTHERS PRESENT: Public Relations Coordinator Kathy McCullough-Testa; Ron Forlano; and Town Clerk Lori Kopec.

OTHERS ABSENT: None.

Chairman Keller called the meeting to order at 9:37 a.m.

APPROVAL OF OCTOBER 15, 2008 MINUTES

Charlie Pratt moved to approve the October 15, 2008 minutes as presented. Avery Harrison seconded.

Motion approved 3-0.

DISCUSSION OF AMPHITHEATER DESIGN

Town Manager Layton stated that the Committee would need to come to a consensus on the layout of the amphitheater so things could move to the next phase, which would be bidding the project out so construction could start in 2009. He stated that there was a question as to whether Council will hold a mid month December meeting, but noted that he wouldn't know until after the Council's December 3, 2008 meeting. He stated that if Council does have one, he would like the Committee to wrap up the amphitheater on the morning of the Council mid month meeting and then bring it to Council at their meeting that afternoon.

Chris Dewitt stated that he wanted to review what the Committee discussed at their last meeting to get a consensus that he and Barry Moss had gotten things right so more detailed site work could be started. He stated that the Committee had been discussing stage location, orientation, size, materials to be used and what the seating would look like. He noted that the major decision that came out of the last meeting was to increase the size of the stage somewhat to make it more functional with the understanding that it would require some additional clearing than what was originally planned. He stated that the Committee would look at a series of drawings showing the stage and the seating located on the site plan as well as a facility layout and facades of the stage.

Barry Moss went on to give a short presentation to the Committee and audience on the amphitheater.

Chairman Keller asked if the seating would be rectangular or curved. Barry Moss stated that it would be segmented so the seating would look curved. He added that they could be curved but it

would use a lot of lumber. Chris Dewitt pointed out that the existing path would access both the seating and stage efficiently. He stated that Barry Moss had added in a vehicular loading area on the back of the stage so trucks could unload right onto the back stage. Mr. Moss pointed out that a truck could be a loading height, but if it wanted to unload and put the equipment on a dolly, the ramp would be useful for that, noting that having one (1) ramp would be more cost effective than having two (2). Public Relations Coordinator McCullough-Testa noted that she did not like the size or the space where the ramp would be. She thought it would be better to have the ramp behind the stage.

Town Manager Layton noted that the Committee had discussed at their last meeting not putting any bathrooms in the amphitheater until the Town Hall was built. He asked if a dual dressing room/bathroom would be feasible. Barry Moss stated it would.

Charlie Pratt clarified that the vertical elevation of the seating from the front to the back was approximately six (6) feet. Chris Dewitt stated he was correct. Mr. Pratt asked if people sitting in the very back would be able to see the stage with it having a roof over it. Barry Moss stated they would.

Chairman Keller asked if the amphitheater was required to have railings. Barry Moss stated that it wasn't required on the front of the stage, but would be on the ramp and might be required on the loading dock. Town Manager Layton stated that the safety aspect of the railings on the side could make the stage look awkward. Mr. Moss stated that if they could be deleted, he would look into it.

Town Manager Layton reminded the Committee that the seats would be broken up to fit in with the terrain and the whole structure would be decked so the ground would not be visible. Chris Dewitt added that there would be decking under the seats.

Barry Moss asked the Committee if they preferred treated or synthetic wood, also known as Trex. Chairman Keller asked if both types could be priced. Town Manager Layton stated that it could. He asked if the Trex would be for the stage or both. Barry Moss stated it could be for both the stage and the seating area. Town Manager Layton thought if the Committee wanted to compromise on the material, they should choose to spend more on the stage, using the more expensive material there. Avery Harrison agreed. Mr. Moss noted that Trex has a better feel than wood. Town Manager Layton stated it could be used for the seats as well.

Ron Forlano of 1378 Duck Road was recognized to speak. Mr. Forlano noted that synthetic wood gets hotter in the sun and any greasy substance stains the material permanently if it's spilled on it. Barry Moss agreed. Town Manager Layton reminded the Committee that a combination of materials could be used.

Avery Harrison asked if the lines in the wood would be a problem on the stage for performers wearing heels. Barry Moss stated that the tongue and groove would solve the issue.

Ron Forlano asked if there would be auxiliary seating behind the last row of seats. Barry Moss stated that he hadn't thought about it but noted that there would be areas on the sides where people could bring their own chairs. Town Manager Layton stated that there would be some extra space.

Chris Dewitt stated that he and Barry Moss had a consensus from the Committee that the amphitheater size was consistent with what they discussed at their last meeting as well as the general seating area.

Town Manager Layton asked what the next step would be. Chris Dewitt stated that they would be working on the grading for the access, the plan for the decking and showing the seating in more detail as well as tweaking the building. Town Manager Layton added that the lighting would need to be worked on and that low level lighting would need to be planned.

OTHER ISSUES

Avery Harrison asked when the Committee would know about their December meeting. Town Manager Layton stated he would know after the Town Council's December 3, 2008 meeting. Chairman Keller asked what would happen if Council did not have a December mid month meeting. Town Manager Layton that the Council Retreat would have to come into play. He thought the Committee should have one more meeting before bringing anything to Council. He stated that he preferred them to meet in December. Chairman Keller suggested that the Committee have their meeting on Wednesday, December 17, 2008 at 9:30 a.m. It was *consensus* of the Committee to hold their next meeting on that date.

The Committee and Town Manager Layton went on to discuss bidding the project out and when work would start.

ADJOURNMENT

There being no further discussion, Charlie Pratt moved to adjourn the meeting. Avery Harrison seconded.

Motion carried 3-0.

The time was 10:31 a.m.

/s/ Lori Kopec, Town Clerk