

**TOWN OF DUCK
MUNICIPAL PROPERTY MASTER PLAN ADVISORY COMMITTEE MEETING
February 3, 2011**

The Municipal Property Master Plan Advisory Committee for the Town of Duck convened at the Duck Municipal Offices at 12:00 p.m. on Thursday, February 3, 2011.

MEMBERS PRESENT: Chairman Paul Keller; Charlie Pratt (via conference call); Avery Harrison; new Member Tim McKeithan; new Member Ben Vorndran; and Town Manager Christopher Layton

MEMBERS ABSENT: None.

OTHERS PRESENT: Director of Community Development Andy Garman; Public Relations Coordinator Kathy McCullough-Testa; Fire Chief Donna Black; Police Chief Phillip Ferguson; and Town Clerk Lori Kopec.

OTHERS ABSENT: None.

Chairman Keller called the meeting to order at 12:01 p.m. He welcomed new members Tim McKeithan and Ben Vorndran. Both gave short introductions on themselves to the Committee.

Chairman Keller thanked Donna Black for her input during her time as a member of the Committee.

APPROVAL OF AUGUST 28, 2009 MINUTES

Avery Harrison moved to approve the August 28, 2009 minutes as presented. Charlie Pratt seconded.

Motion approved 3-0.

DISCUSSION OF USAGE POLICIES RELATED TO THE SOUNDSIDE BOARDWALK

Chairman Keller asked if there had been any problems with the existing park regulations in the past year. Police Chief Ferguson stated that there had been concerns but no problems. Town Manager Layton added that it had been remarkably uneventful with the only noncompliance issue being people riding their bikes on the boardwalk.

Chairman Keller asked if any unsuitable types of pets needed to be identified in the existing park ordinance, such as snakes. Police Chief Ferguson stated that he did not see any need for it right now as it has not been an issue.

Chairman Keller noted that fishing was referenced in the ordinance. He wondered if the Committee should discuss crabbing. Town Manager Layton stated that crabbing has not been an issue, but thought it needed to be clarified in the ordinance that crabbing was only allowed in designated areas. Public Relations Coordinator McCullough-Testa thought it was already addressed since the Town's brochure referenced fishing and crabbing. Avery Harrison thought it was purposely left off. Town Manager Layton thought as a practical matter the rules could state that crabbing was allowed in designated areas only.

Chairman Keller asked if there had been an issue with damage to Town property. Town Manger Layton stated that there had not been any issues.

Chairman Keller asked if musicians who play an instrument or sing and then put out a hat for money should be addressed in the rules. Town Manager Layton thought it was something that the Committee should consider.

Town Manager Layton stated that the Committee had the boardwalk and facility use rules they would be discussing. He noted that the Committee had time before discussing the facility use rules and should focus their thoughts on the boardwalk rules. He thought the park rules gave a good template for the Committee to work with in regard to the boardwalk rules. He suggested that they look at the rules in terms of amending the park rules so they would encompass both the park and the boardwalk, adding that they could still be rules just for the park or just for the boardwalk. He went on to review a list of items within the park rules that could be clarified or added, touching on hours of operation; fishing; crabbing; amphitheater usage; bicycles; smoking; and umbrellas. He also suggested that the Committee go out to the boardwalk as a group to look at it to help them with the rules and then come back for a discussion.

Chairman Keller thought going out on the boardwalk was a good idea. He presumed the Committee would draft a set of rules that would be used for discussion. Town Manager Layton agreed and felt that the Committee could have a general discussion on the anticipated use of the boardwalk as well as how and when it will be used. He went on to review the proposed boardwalk plan with the Committee.

Town Manager Layton suggested that the Committee head out to the boardwalk and then return for further discussion, next steps and a date and time for the next meeting.

The Municipal Property Committee adjourned at 12:44 p.m. to tour the boardwalk. Chairman Keller reconvened the meeting at 1:53 p.m.

Town Manager Layton thought the Committee could set the date and time for the next meeting and then discuss their thoughts about touring the boardwalk.

It was *consensus* of the Committee to hold their next meeting on Thursday, February 24, 2011 at 10:00 a.m.

Town Manager Layton asked the Committee for any general thoughts they may have.

Ben Vorndran asked if the parasail business would be allowed to do business on the pier. Town Manager Layton stated that they would not as no commercial activity will be allowed on the boardwalk. He added that they would run the business from their own pier. He thought the prohibition of commercial activity on the boardwalk should be restated in the rules.

Fire Chief Black suggested that Town Manager Layton provide the Committee with an outline of items to be addressed. Avery Harrison agreed. Chairman Keller suggested a sample draft to be discussed at the next meeting. Town Manager Layton stated that he would provide the Committee with one before their next meeting. Chairman Keller thought the Committee would need at least two days to look at the outline before bringing it to the meeting. Town Manager Layton stated that he would provide a draft of the suggested changes to the existing rules and include items for discussion.

Town Manager Layton stated that with regard to the hours of operation, he envisioned dual hours where the boardwalk and parking area were at different times than the rest of the park grounds. He felt that in the evenings, it would be safer for people to walk on the boardwalk instead of the Duck Trail. Director Garman thought that the parking area should be available at night since there will be lights in the park and on the boardwalk. Town Manager Layton agreed.

Tim McKeithan thought the signage was a timing factor. He thought there would need to be signage around the boardwalk at various spots and felt it was important to have before the season starts. Town Manager Layton agreed. He added that there were options for signage and suggested that the Committee decide which rules were the most important and should be emphasized.

Fire Chief Black thought key items could be discussed and decided on at the Committee's next meeting. Town Manager Layton agreed.

DISCUSSION OF USAGE POLICES RELATED TO THE TOWN HALL-COMMUNITY/MEETING HALL

Chairman Keller asked if the Town Hall polices should be discussed. Town Manager Layton stated that the Committee could discuss it at their next meeting. Chairman Keller asked if Town Manager Layton would be sending the Committee any information regarding the Town Hall before their next meeting. Town Manager Layton stated that he would not, but would have a draft set of rules and other suggestions available at their next meeting.

At this point, Avery Harrison was excused from the meeting.

OTHER ISSUES

Chairman Keller asked for other business to discuss.

Charlie Pratt thought at the last meeting there was discussion about erosion at the park property. He asked if it was a problem and if it had been resolved. Town Manager Layton stated that staff was approached by the Coastal Federation regarding doing a project to help mitigate against some of the erosion. He added that there was some erosion, but that it was very minor at this point. He stated that the Coastal Federation was going to look at a grant to do some mitigation but their main body had not elected to fund anything.

ADJOURNMENT

There being no further discussion, Chairman Keller adjourned the meeting.

Motion carried 4-0.

The time was 2:20 p.m.

/s/ Lori Kopec, Town Clerk