

Municipal Facilities Committee Meeting Minutes
January 13, 2025

Attendees: Councilor Chip Lawrence; Councilor Steve Brown; Councilor Eric Smith (Committee Chair); Town Manager Sophia Wilson; Engineering Advisor Albert Presgraves; and Director of Public Works Earl Gibson

Meeting called to order in Town Council Chamber at 10AM by Councilor Smith (Committee Chair).

Summary of Key Discussion Points:

- The committee reviewed and approved the revised Town Hall beautification project plan, which reduces the scope and cost compared to the original plan. The committee voted unanimously to recommend that the town council submit the revised plan to the Project Review Board.
- The committee discussed an offer from a property owner to sell a 0.46 acre waterfront parcel on Lower Flying Point Road to the town. After reviewing the location and constraints of the property, the committee decided not to pursue acquiring the parcel at this time.
- The committee received an update on various municipal facilities projects, including repairs needed at the Hunter Road fields, the town dock, and the library building. The committee provided feedback on exploring alternative siding materials and addressing overgrown vegetation around the library.
- The committee discussed the planned replacement of the Harbor Master building, including the possibility of locating it at ground level rather than elevated. The committee requested the town manager schedule a meeting with the Harbor Master to further discuss the project.

Action Items:

1. Request council approval to submit the revised Town Hall beautification project plan to the Project Review Board.
2. Inform the property owner that the town will not be pursuing the purchase of the Lower Flying Point Road parcel.
3. Schedule a meeting with the Harbor Master to discuss the Harbor Master building replacement project.
4. Explore alternative siding materials and address overgrown vegetation for the library building repairs.
5. 2025 Committee Meeting Schedule will be 2nd Tuesday of each month at 10AM in Town Council Chamber

Next Meeting: Tuesday, February 10, 2025 at 10AM

Meeting adjourned at 12:05PM.