



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, October 8, 2020, at 8:30 a.m., the Kill Devil Hills Community Appearance Commission (CAC) will hold a meeting in the Meeting Room at the Administration Building, 102 Town Hall Drive, off Colington Road. The items to be discussed are listed below:

Call to Order

Agenda Approval

Approval of Minutes

1. January 23, 2020 meeting minutes

Public Comment – please adhere to a limit of 3 minutes per person or group

Response to Public Comment

Introductions

Old Business

1. Report from the Help KDH Kick Butt Subcommittee

New Business

1. Election Vice Chair
2. Beach Clean-up
3. Recommendations for CAC Vacancy
4. 2021 Calendar Schedule

Adjournment

Posted this 2nd day of October 2020.

Jennifer Stecher

Community Appearance Commission Clerk

Copies to: Community Appearance Commission members in their meeting materials; Board of Commissioners; all department heads; all Town bulletin boards; Town Sunshine List, including all local news media; Town Electronic Distribution List; website, social media; file

Minutes of the Thursday, October 8, 2020, meeting of the Kill Devil Hills Community Appearance Commission (CAC) held at 8:30 a.m. in the Board of Commissioners Meeting Room at the Administration Building, 102 Town Hall Drive, off Colington Road.

Members Present: Chair Sue Kelly, Billy Dorn (arrived at 9:22), Bambos Charalambous, Christine Damrose-Mahlmann, Melinda Mogowski, Dave Rollins, and Commissioner John Windley

Members Absent: James Almoney

Others Present: Jennifer Stecher, Clerk to the CAC

Call to Order

Chair Sue Kelly called the Thursday, October 8, 2020, meeting of the CAC to order at 8:35 a.m.

Agenda Approval

Melinda Mogowski moved to approve the agenda as presented. Bambos Charalambous seconded the motion, which was approved by a unanimous, 5-0, vote.

Approval of Minutes of the January 23, 2020 meeting

Ms. Mogowski moved to approve the minutes of the January 23, 2020, CAC meeting, as presented. Mr. Charalambous seconded the motion, which was approved by a unanimous, 5-0, vote.

Public Comment

Response to Public Comment

Introductions

Chair Sue Kelly welcomed new CAC member, Christine Damrose-Mahlmann.

Old Business

1. Help KDH Kick Butt Subcommittee update

Through consensus the CAC decided to invite the Help KDH Kick Butt subcommittee members to come to CAC meeting and speak under agenda item of Old Business. Chair Kelly

expressed interest in getting information from Town Staff about the use of the PVC cigarette butt containers at beach accesses.

New Business

1. Election of Vice Chairperson

Mr. Charalambous nominated Ms. Mogowski as Vice Chair for CAC, Commissioner Windley seconded the nomination, which was approved by a unanimous 5-0, vote.

2. Beach Cleanup

Following a discussion, there was consensus to conduct beach clean-ups on November 14 and 28. Chair Kelly recommended to further investigate what would be necessary for the clean-ups and how to minimize any impact on Town Staff.

3. Recommendations for CAC Vacancy

Commissioner Windley reported that applicants for CAC appointment were forwarded to the BOC. Commissioner Windley said the vacancy would be filled at an upcoming Board of Commissioners meeting.

4. Proposed Dates for CAC Meetings

There was consensus for the next CAC meeting to be held on Thursday, November 5, 2020.

Billy Dorn arrived during this time, 9:22 am.

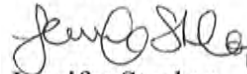
At the conclusion of the printed agenda, the group continued general discussions:

- Trash Attack! Ms. Mogowski wondered if local businesses would be willing to make a donation or coupon for a trash pick-up event if COVID-19 is still a threat and public gatherings are restricted.
- Reusable water bottle campaign. The group wishes to start a campaign to encourage the use of reusable water bottles. Various styles of water bottles were discussed. Commissioner Windley expressed interest in finding out about the price of the re-usable water bottles purchased in recognition of the Town's new water tower.
- Meekins Field Plans. Commissioner Windley thought the CAC would benefit from a Planning Department Staff member presentation of the Meekins Field plans at the next CAC meeting.

Adjournment

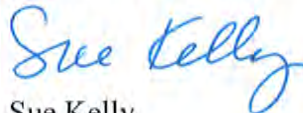
There being no other business before the Community Appearance Commission at this time, Ms. Damrose-Mahlmann moved to adjourn. Commissioner Windley seconded the motion, which was approved by a unanimous 6-0 vote. It was 9:44 a.m.

Submitted by:



Jennifer Stecher
CAC Clerk

These minutes were approved at the November 5, 2020, meeting of the Community Appearance Commission.



Sue Kelly
Chair

Minutes of the Thursday, January 23, 2020, meeting of the Kill Devil Hills Community Appearance Commission (CAC) held at 8:30 a.m. in the Board of Commissioners Meeting Room at the Administration Building, 102 Town Hall Drive, off Colington Road.

Members Present: Chair Sue Kelly, Bambos Charalambous, Billy Dorn, Melinda Mogowski, Dave Rollins, Bob Schiffer, Commissioner John Windley, James Almoney

Members Absent: Natalie Painter

Others Present: Steve Albright, Public Services Director; Harriet Banner, Administrative Assistant

Call to Order

Chair Sue Kelly called the Thursday, January 23, 2020, meeting of the Community Appearance Commission to order at 8:32 a.m.

Agenda Approval

Commissioner Windley requested the addition of a potential plastic bottle campaign topic under New Business item #8. Melinda Mogowski moved to approve the agenda as amended. Bambos Charalambous seconded the motion, which was approved by a unanimous, 8-0, vote.

Approval of Minutes of the November 7, 2019 meeting

Mr. Charalambous moved to approve the minutes of the November 7, 2019, CAC meeting, as presented. Commissioner Windley seconded the motion, which was approved by a unanimous, 8-0, vote.

Public Comment

Response to Public Comment

Old Business

1. Community Appearance Awards

Chair Sue Kelly shared that the Community Appearance Awards would be presented at the upcoming Board of Commissioners meeting on February 12, 2020. Invitations will be sent to the winners and runners-up. Commissioner Windley stated the award was wonderful publicity for the businesses. Chair Kelly commented that for the next award process, the tally sheets will need to be revised due to the lengthy checklist.

2. Arbor Day and Recognition of Live Oak at Town Tree

Chair Kelly shared that a Proclamation Declaring the Live Oak as Kill Devil Hills' Town Tree could be presented to the Board of Commissioners, requesting adoption at an upcoming meeting. Public Services Director Steve Albright suggested seeking input from Ross Cipriano from Buildings & Grounds on a planting location for the sapling.

3. Report from the Help KDH Kick Butt Events

Chair Kelly shared that there was nothing to report at this time.

New Business

1. Election of Chairperson and Vice Chairperson

Commissioner Windley nominated Sue Kelly as Chairperson and Natalie Painter as Vice Chairperson for the CAC. Bob Schiffer seconded the nominations, which were approved by a unanimous 8-0, vote.

2. 2020 Calendar Schedule

Following the group's review of proposed 2020 meeting dates, Mr. Rollins moved to adopt the following schedule:

March 26
April 23
May 28
June 25
September 24
October: TBD

Mr. Charalambous seconded the motion, which was approved by a unanimous, 8-0, vote.

3. Proposed Dates for Kick Butt Subcommittee Meetings

Chair Kelly shared that the subcommittee usually met on Wednesday evenings at 6:00 p.m., but that attendance was light. Commissioner Windley noted that the meetings often attracted people from around the county who were interested in the initiative.

Mr. Rollins suggested a combined CAC / Kick Butt Subcommittee meeting. Commissioner Windley moved to hold a combined CAC / Kick Butt Subcommittee meeting, on Thursday, March 26, 2020, at 8:30 a.m. Billy Dorn seconded the motion, which was approved by a unanimous, 8-0,

vote. Chair Kelly said that some communities are prohibiting cigarettes on the beach. Although she did not see that option being viable in our community at this time, it could be the beginning of a long-term trend.

4. Calendar of Events for CAC Participation

There are no specific events at this time in which the CAC could participate. Chair Kelly asked members to contact her if they learn of potential events in Kill Devil Hills. Commissioner Windley will contact Commissioner Gray about a possible CAC presence in upcoming biker / motorcycle events in Town.

5. Trash Attack!

The Trash Attack! Community Clean Up event will be held on Saturday, April 25, 2020, at Aviation Park with a rain date of Sunday, April 26, 2020. The Trash Attack! organizational meeting will be February 5, 2020, at 4:00 p.m. at KDH Town Hall.

6. Storage of Supplies

Chair Kelly stated that the Town does not have space to store the CAC's large number of promotional items, including recyclable totes. Members divided the boxes of totes for distribution.

7. Budget Update

Chair Kelly shared an email from Assistant Finance Director Charlene Allen, which provided an update on the CAC's year-to-date expenditures. For the pocket ashtrays and recyclable totes, the CAC has spent \$4,094. She clarified that the Trash Attack! event was a separate Town event and any associated costs are not allocated to the CAC.

8. Plastic Bottle Campaign

Commissioner Windley suggested the CAC consider purchasing and distributing KDH water bottles at Town events to decrease the use of single-use plastics throughout the community. Chair Kelly requested BPA free products and suggested someone investigate options. Through consensus, the group determined to keep this item on several future agendas through July 2020.

At the group's request, Mr. Albright provided a brief overview of the subscription curbside recycling program.

Adjournment

There being no other business before the Community Appearance Commission at this time, Mr. Charalambous moved to adjourn. Mr. Schiffer seconded the motion, which was approved by a unanimous 8-0 vote.

It was 9:53 a.m.

[*Clerk's note:* CAC clerk Harriet Banner retired prior to the meeting minutes' submission, so Deputy Town Clerk James Michael O'Dell prepared the minutes from a recording of the meeting.]

Submitted by:

James Michael O'Dell
Deputy Town Clerk