

**Town of Montreat
Town Hall Committee
Regular Meeting
November 9, 2016
Town Services Building**

Board members present: Brinkley Melvin, Chairman
Bill Scheu, Vice-Chair
Mike Collie
Mayor Pro Tem Kitty Fouche
Jane Holt
Gordon Neville

Board members absent: None

Town staff present: Angie Murphy, Town Clerk
Al Richardson, Interim Town Administrator

Approximately 15 members of the public were present. Chairman Brinkley Melvin called the meeting to order at 7:35 p.m. and led the group in a moment of silence.

Agenda Approval

Mayor Pro Tem Fouche moved to adopt the agenda. Mr. Collie seconded the motion to adopt the agenda as presented and the motion carried 6/0.

Old Business

- A. **Approval of October 4th, 2016, Meeting Minutes:** Vice-Chair Scheu requested a few minor changes to the minutes. Mayor Pro Tem Fouche moved to approve the October 4, 2016 Meeting Minutes as amended. Mr. Collie seconded and the motion passed 6/0.

New Business

- A. **Follow-Up Discussion from October 4th Meeting:** Chairman Melvin welcomed those in attendance and briefly reviewed the evening's agenda which included preparing a report to deliver to the Town Council at the December Board Meeting. Chairman Melvin reviewed the previous meetings of the committee: the Organizational Meeting on August 24, a meeting focused on proposed locations for the new Town Hall on September 15, a meeting highlighting proposed sizes for the new Town Hall on October 4 and tonight's meeting which would be a summation of all meetings and an adopted proposal.

Chairman Melvin stated that based on the outpouring of comments in the second meeting that the proposed location for the new Town Hall would be the Creekside Property owned by Mountain Retreat Association which is located in the Black Mountain city limits. The Committee felt that annexation would be a secondary issue which could be handled at a later

date. The present zoning regulations are such that a town hall would be permitted to be built. The current Town Services Building is located within the Buncombe County city limits.

Since the last meeting Vice-Chair Scheu stated that Commissioner Mary Standaert had emailed the Committee several property locations that had been previously unmentioned. These locations were as follows: the Montreat Springs tract behind the current Town Services Building, property owned by Mr. Melvin Brinkley on Reunion Hill Lane to the left and property on the right of Reunion Hill Lane. Montreat Springs, also known as, the Horton Property, is a very steeply sloped large priced property also outside of Montreat Town limits. The property owned by Mr. Melvin Brinkley on Reunion Hill Lane was not for sale. The property on the right of Reunion Hill Lane is not for sale either.

Ms. Jane Holt stated that the Creekside Property was the only property mentioned that had availability as the other properties mentioned were not for sale. Ms. Holt also stated that many who attended the meetings wanted the main Town Hall building to be separate from the Public Works Department. It seemed to be the consensus of those present that they would like beautiful landscaping in keeping with the spirit of Montreat, showers and large bays to work on equipment for the Public Works Crews and multipurpose uses for the Town Hall Facility.

Mr. Gordon Neville discussed briefly some ideas he had about transforming the Gate area into an inviting and uplifting community Town Hall site.

Mr. Mike Collie was surprised at the uniformity of the consensus. Mr. Collie felt that taxpayers wanted to remain very cost conscientious with regards to Town Hall. Taxpayers prefer a space that is communal and welcoming. Mr. Collie felt there was an overwhelming agreement to meet the needs of Public Works and Police Departments.

Commissioner Fouche stated that most of the meeting attendees preferred a modest building in keeping with the traditions of Montreat. Another area that was mentioned was shared space specifically with regards to meeting space. Commissioner Fouche reminded everyone that with the increase in conference attendance to Mountain Retreat Association there may not always be room availability to share meeting space. She also mentioned that there are many smaller meetings held during the week that need space as well. She felt the Town would be remiss in omitting a meeting room. Commissioner Fouche mentioned that a multipurpose meeting/break room would be satisfactory. Commissioner Fouche felt that the Public Works building should be included in the Town Hall Project so as not to get lost in the shuffle.

Vice-Chair Scheu believed strongly in the simplicity of design, the prioritization of the needs of Public Works and Police Departments over the needs of the Administration, the emphasis of shared spaces between the Town, Mountain Retreat Association and Montreat College and some capacities for expansion in the future if necessary.

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Chairman Melvin stated that consensus seemed to lean towards a conservative approach in both size and cost.

Mr. Bill Straughan of 122 Eastminster Terrace, suggested recommending a specific number with regards to square footage. Mr. Straughan felt that the new Town Hall should encompass at least half of the prior planned Town Hall space. Mr. Straughan also wanted it included in the Committee's report that the Town of Black Mountain is receptive to discussing possible annexation.

Mrs. Jacqueline Clark of 447 Kentucky Road, felt that a potential for expansion should be factored into the final building plan.

Mrs. Suzanne Sloan of 423 Kentucky Road, liked the idea of using the words frugality and limited square footage and omitting any references to Florida Terrace and the prior design.

Mr. Peter Boggs of 338 Chapman Road, stated that the current Town Hall space is 1,500 square feet and everyone agrees that is inadequate; therefore doubling or tripling the current square footage would be more than adequate.

Mr. Ted Carey of 116 John Knox Road, felt that emphasis needs to be placed on seating capacity rather than size with regards to meeting space.

Mrs. Alice Lentz of 115 Eastminster Terrace, felt that roughly 30-35 people should be used as a benchmark for a small conference room to be housed within Town Hall.

Mrs. Judy Shuford of 613 Greybeard Trail, remembered receiving a rendering from Mr. Francis Burriss with a one or two story facility built on the Creekside Property and it addressed what to do with floodplain issues. She felt it was important to provide this information to Council since floodplain issues came up a lot during the first Town Hall project. Mrs. Shuford also mentioned there were a lot of waiting rooms in the previous building plans and she considered that a waste of space.

Mr. Peter Boggs of 338 Chapman Road, felt that a one story building would be the best option as a two story building would have to comply with stairs and elevators and that would take away from the available square footage.

It should be noted that the report to be presented to Town Council was transcribed alongside the minutes of this meeting so the content overlaps in some areas.

Commissioner Kitty Fouche moved to adopt the report as presented. Mr. Collie seconded the motion. The motion carried 6/0.

Public Comments

The Public Comments were included in the body of the meeting as an Open Forum.

Adjournment

Commissioner Fouche moved to adjourn the Montreat Town Hall Committee meeting. Ms. Holt seconded and the motion carried 6/0. The meeting was adjourned at 9:20 p.m.

Brinkley Melvin, Montreat Town Hall
Committee Chair

Angie Murphy, Town Clerk