



BOC ACTIONS
WEDNESDAY, OCTOBER 1, 2025

1. Call to order - Mayor Cahoon called the meeting to order at 09:00 a.m. A moment of silence was followed by the Pledge of Allegiance.

2. Agenda – The Board approved the October 1st agenda as presented. Comr. Sanders was not present and excused.

3. Recognition – NEW EMPLOYEE – Deputy Police Chief Chris Montgomery introduced Police Officer Ben McSparren who was welcomed by the Board to Town employment.

TEN YEARS – Deputy Police Chief Chris Montgomery introduced Sergeant Ben Jadoff who was recognized for ten years of service.

TWENTY YEARS – Deputy Police Chief Chris Montgomery introduced Lieutenant Steven Anderson who was recognized for twenty years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Captain Chris Day who was recognized for twenty years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Captain Wayne Kidd who was recognized for twenty years of service.

TWENTY YEARS – Fire Chief Randy Wells introduced Captain Phil Wolfe who was recognized for twenty years of service.

4. Proclamation – Deputy Fire Chief Shane Hite introduced the proclamation for the upcoming Fire Prevention Week. The theme is *Charge into Fire Safety: Lithium-Ion Batteries in Your Home*. The Board adopted the proclamation proclaiming Oct 5 – 11, 2025 as Fire Prevention Week. Everyone was invited to the Open House scheduled for Oct 9th starting at 5:30 p.m. at Douglas Remaley Fire Station #16.

5. Public Comment – There was no one present who wished to speak during Public Comment.

6. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:
 - Consideration of Tax Documents
 - Approval of Minutes
 - Consideration of Capital Project Ordinance Updates
 - Request for Public Hearing for Proposed Text amendments to the Unified Development Ordinance Related to the Town's Crowd Gathering Permit Process

7. Public Hearing – to consider a text amendment to the Unified Development Ordinance, mandated by changes to state law, requiring local governments to reduce the minimum width of a parking spaces. The Board unanimously approved the ordinance as presented.

- 8.** Planning Director – Planning Director Kelly Wyatt summarized her monthly report and was thanked by the Board for her efforts.
- 9.** Planning Director – Planning Director Kelly Wyatt updated the Board on the Division of Water Infrastructure (DWI) Zero-Interest Septic Loan Program summarizing the Scope of Work package due to DWI today.
- 10.** Planning Director – Planning Director Kelly Wyatt presented the results of the Dowdy Farmer’s Market Vendor Survey and outlined next steps, including an After Action Session with vendors and the Committee for Arts & Culture, to the Board.
- 11.** Planning Director – Deputy Planning Director Joe Costello updated the Board on the Estuarine Shoreline Management Plan which including the areas of Villa Dunes Dr, Nags Head Woods Preserve, W Soundside Rd, and the Harvey site and Soundside Event site.
- 12.** Planning Director – Deputy Planning Director Joe Costello updated the Board on the Commercial Outdoor Recreation Overlay District and Boardwalk planning efforts. The Board recommended a joint workshop with the Planning Board soon to provide an opportunity for additional feedback.
- 13.** RECESS/RECONVENE - The Board took a brief recess at 10:05 a.m. and reconvened at 10:13 a.m.
- 14.** Beach Nourishment – Engineer David Ryan introduced Beth Sciaudone, Ph.D., PE of Moffatt & Nichol who provided a summary of the summer beach monitoring survey results and information regarding the 2026 or 2027 Beach Nourishment Project.
- 15.** Committee Reports
 - Comr. Lambert – reported on the Government Education Access Channel meeting. They approved two LPDI grants, including one awarded to the Town of Nags Head for a short film. She also acknowledged Planning Director Wyatt’s update on the Septic Health Advisory committee which will meet again October 13th.
 - Mayor Pro Tem Siers – noted that the Tourism Board projects, including the Boardwalk and Estuarine Shoreline, had been discussed earlier in the meeting, and that he will cover the Housing Task Force under his agenda.
- 16.** Town Manager – Human Resources Director Jan Mielke presented an update on the upcoming Classification and Compensation Study which will kick off this fall.
- 17.** Mayor Pro Tem Siers – The Board appointed Town Manager Garman as the Town of Nags Head representative to serve on the Dare Housing Foundation Board. It was the consensus of the Board to have staff draft and send a letter of support to Tess Judge, Division 1 Representative on the NC Board of Transportation, requesting completion of a corridor study to consider safety improvements to Highway 158, including possible addition of medians, and conversion of the roadway to a boulevard cross section as outlined in the Dare County Comprehensive Transportation Plan.

- 18.** Mayor Cahoon – It was the consensus of the Board to have staff draft and send a letter of support to the Dare County Tourism Board on behalf of the Community Care Clinic for its grant application, with funds to be used for building improvements.
- 19.** Adjournment - The Board passed a motion to recess to the ribbon cutting at the Ocean Rescue Housing Project at 425 W Health Center Dr. The time was 10:54 a.m.