

**Town of Blowing Rock  
Town Council 2025 Annual Retreat  
January 29, 30, and 31, 2025**

The Town of Blowing Rock Town Council met for their annual retreat on Wednesday, January 29, 2025 at 9:00 a.m. at the Blowing Rock Conference Center, Blowing Rock, North Carolina. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Also present were Town Manager Shane Fox, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Planning Director Kevin Rothrock, Police Chief Nathan Kirk, Fire Chief and Emergency Services Director Kent Graham, Landscape Director Cory Cathcart, Finance Director Tasha Brown, Zoning Enforcement Officer Brian Johnson, TDA Executive Director Tracy Brown, Assistant Director Amanda Lugenbell, IT Director Thomas Steele and Town Clerk Hilari Hubner, who recorded the minutes.

**CALL TO ORDER**

Mayor Sellers called the meeting to order at 9:00 a.m. on Wednesday, January 29th and welcomed everyone. Mayor Pro-Tem Matheson made a motion to open the meeting, seconded by Council Member Harwood. Unanimously approved.

**Wednesday Items Discussed:**

- Year In Review/Retreat Review
- Project Updates from 2024 – AMI meters, childcare facility opening
- Helene Update
- Audit Update – June 30, 2024 and Fund Balance
- Debt Update
- Historic Discussion – Downtown

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

- TDA Update
- Downtown Subcommittee Update and Next Steps – Final recommendations will be presented to Planning Board and the Subcommittee will dissolve soon after.
- Parking Discussion

At 4:05 p.m. Council recessed for the evening.

On Thursday, January 30, 2025, at 9:00 a.m. Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Also present were Town Manager Shane Fox, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Planning Director Kevin Rothrock, Police Chief Nathan Kirk, Fire Chief and Emergency Services Director

Kent Graham, Finance Director Tasha Brown, Town Engineers Doug Chapman, IT Director Thomas Steele and Town Clerk Hilari Hubner, who recorded the minutes.

**Thursday Items Discussed:**

- Memorial Park Bid Results and Discussion – February 11<sup>th</sup> Council Agenda
- Town Reservoir Survey Results and Discussion – Bring a “Action Plan” to Council at the February 11, 2025 – Council Meeting
- Sidewalk Study Results and Discussion

The meeting recessed from 12:00 p.m. until 1:00 p.m. for lunch.

- Streets Assessment/Paving and Discussion
- Crosswalks and Main Street Parking
- Sewer and Water Line replacement and expansion

At 3:40 p.m. Council recessed for the evening.

On Friday, January 31, 2025, at 9:00 a.m., the meeting was reconvened. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Cat Perry, David Harwood, Melissa Pickett and Pete Gherini. Also present were Town Manager Shane Fox, Parks and Recreation Director Jennifer Brown, Public Works and Utilities Director Matt Blackburn, Planning Director Kevin Rothrock, Police Chief Nathan Kirk, Fire Chief and Emergency Services Director Kent Graham, Finance Director Tasha Brown, Landscape Director Cory Cathcart, IT Director Thomas Steele and Town Clerk Hilari Hubner, who recorded the minutes.

**Friday Items Discussed:**

- Employee Housing Discussion – start the “leg work” – first step is to get a local bill in place
- Board Appointments – applications were given for review and will be voted on at the February meeting
- IT – “cyber security”, website, new sound equipment for Council Chambers

Prioritization of projects for 2025 –

- Memorial Park – February 11<sup>th</sup> Council Agenda
- Sidewalks – Repairs – New sidewalks Ransom Street, Morris Street, Chestnut Street, Wallingford Street, Clark Street
- Paving
- Water – Pine Street, Green Street, Park Avenue, West Greenhill, Goforth Road, Chetola
- Sewer – Mayview Road, Country Club and Chestnut Circle
- EAP Dam Work – February 11<sup>th</sup> Council Agenda

- Sunset Cross Walks – February 11<sup>th</sup> Council Agenda

The meeting was recessed from 12:00 p.m. until 1:00 p.m. for lunch. At 1:30 p.m. Council reconvened at Town Hall for NCLM Advancing Municipal Leaders Town Academy Training.

**EXECUTIVE SESSION**

NONE

**ADJOURN**

At 3:35 p.m. with no further business to discuss Council Member Gherini made a motion to adjourn, seconded by Council Member Perry. Unanimously approved.

**MAYOR** \_\_\_\_\_ **ATTEST** \_\_\_\_\_

**Charlie Sellers, Mayor**

**Hilari Hubner, Town Clerk**