

**Town of Swansboro  
Swimming Pool Committee  
Special Meeting Minutes  
October 24, 2024**

In attendance: Board members – Matthew Crane, Brooks Barnett, Laura Holland, Renee Cassiano, and Scott Evans. Staff in attendance were Town Clerk Alissa Fender and Parks & Recreation Director Anna Stanley.

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**Call to Order**

The special meeting of the Swansboro Swimming Pool Committee was called to order at 6:02 pm.

**Business**

*Introduction of Committee Members*

Chair Mattew Prane reviewed the following details of the board members he chose.

Brooks Barnett was identified as a local expert from Miracle Pools with extensive experience constructing pools along the East Coast. He would provide guidance on design and cost estimates.

Scott Evans, as the head coach of the Swansboro Swim Team and an aquatics expert with over two decades of experience. His role included offering insights into programming and operational considerations.

Laura Holland & Renee Cassiano were identified as local residents to provide support and feedback as residents.

Mr. Prane shared details related to his prior work with Total Aquatics Programming to create a sustainable enterprise plan tailored for Swansboro for a pool. He also expressed enthusiasm about initiating the first steps of a long-term project, emphasizing its importance and community desire.

*Rules that Govern the Operation of the Committee*

Town Clerk Fender reviewed that boards and committee members must comply with the North Carolina General Statutes (NCGS), 132-1, 143-318.9-18, and 14-234 which address the regulations governing public bodies, open meetings, and conflicts of interest. Board members were provided with copies of these statues so that they could review and become familiar with the rules.

*Adoption of Regular Meeting Schedule*

Town Clerk Fender reviewed that pursuant to NCGS 143-318.12 a public body may establish a schedule of regular meetings, showing the time and place. A copy of the schedule shall be filed with the Town Clerk. A regular meeting schedule for the 4th Thursday of each month was provided for consideration.

On a motion by Mr. Prane, seconded by Mr. Evans, with unanimous approval, the meeting scheduled was adopted with the removal of the November meeting.

### **Review the Rules that Govern Swimming Pools**

Mr. Prane reviewed the rules that govern swimming pools in North Carolina which were covered by the extensive North Carolina health codes and regulations governing public swimming pools. He emphasized the following key points:

- Adherence to public swimming pool permits and inspections, with the potential for closures due to health code violations or equipment issues.
- Detailed rules for pool design, including handicap accessibility, safety space around pools, diving equipment, and lighting/ventilation for indoor pools.
- Requirements for sanitary and dressing facilities, fences, equipment rooms, and chemical storage, all necessitating separate construction.
- Considerations for infrastructure, such as facility parking, stormwater runoff, and flooring.
- Emphasis on the complexity of regulations, including specific details like slope angles near drains and safety features for slides.

Committee members were encouraged to review the guidelines thoroughly before the next meeting and bring any questions or additional considerations for discussion.

### **Review and Discuss the Direction of the Committee**

Mr. Prane expressed excitement about leading the committee and emphasized the importance of transparency and public involvement in all meetings. He highlighted community enthusiasm for an aquatic facility in Swansboro and encouraged families to participate, starting with a review of the enterprise plan in January. Drawing from years of research and consultations, in collaboration of the committee members, he planned to present a detailed proposal to the Board of Commissioners, including progress updates, timelines, financing strategies, and operational plans.

Mr. Prane provided the committee with a copy of a draft Enterprise Plan for the committee to review before the next regular meeting which would be January 23, 2025. He explained that after the committee reviewed and reached consensus on the draft enterprise plan, it would be presented to the Board of Commissioners. He noted that subsequent steps would have involved establishing logical phases for the project, addressing financing, timelines, and necessary collaborations, such as engaging general contractors and estimating associated costs.

### **Adjournment**

On a motion by Mr. Prane, seconded by Mr. Evans, the meeting adjourned at 6:18 pm.