

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, APRIL 11, 2011  
7:00 PM

Mayor Randy Voller called the meeting to order at 7:00 p.m. and called for a brief moment of silence.

**ATTENDANCE**

Members present: Mayor Randy Voller, Commissioners Pamela Baldwin, Gene T. Brooks, Clinton E. Bryan, III, Michael Fiocco, and Hugh Harrington.

Staff: Town Manager Bill Terry, Town Clerk Alice F. Lloyd, Town Attorney Paul S. Messick, Jr., Planning Director Stuart Bass, and Assistant Planner Paul Horne, and Finance Officer Mandy Cartrette.

Planning Board Members: Ken Hoyle, Karl Shaffer, Raeford Bland, John Clifford, and Alfreda Alston.

**AGENDA**

Commissioner Harrington requested that an item be added on an Update on the Main Street Program as Item #2, and that Item #2 be moved to Item #3.

Motion made by Commissioner Harrington seconded by Commissioner Brooks to approve the Agenda as amended.

Vote Aye-5 Nay-0

**CEREMONIAL AGENDA**

**1. Resolution Honoring Northwood High School Men's Basketball Team.**

Motion made by Commissioner Harrington seconded by Commissioner Brooks to adopt the Ceremonial Agenda as submitted.

Vote Aye-5 Nay-0

Mayor Voller read the resolution into the public record as follows:

WHEREAS, we realize that participation in organized athletics helps to build character and teaches a wholesome sense of fair play and good sportsmanship among our young women and men; and

WHEREAS, an exemplary example of this has been brought to our attention in the achievement of the 2010-2011 NORTHWOOD HIGH SCHOOL BASKETBALL TEAM-ranked 2nd in the STATE after

playing in the State 2-A Championship Game in Chapel Hill, North Carolina at the Dean Smith Center, on March 12, 2011, and

WHEREAS, to obtain this prestigious rank, they also had the following accomplishments; State Runner-Up 2A, Eastern Regional Champion 2A, Sectional Champion 2A, Carolina 10 Conference Champions, Carolina 10 Tournament Champions, and a 28-5 (17-1 Conference) record for the season; and

WHEREAS, special commendation is due to team members Jacobi Harris, Tra' Chandler (All Conference Player, Eastern Regional All Tournament Team and Eastern Regional Most Valuable Player), Brandon Williams, Aumad Walker, Brendan Fitzmaurice, Juan Young (All Conference Player, Eastern Regional All Tournament Team and State Championship Most Outstanding Player), Trevor Ahkuoi, Mark Goods, John Wieland (Conference Player of the Year, All Conference Player and Eastern Regional All Tournament Team), Chris Forbes, Dalton Brown, Antonio Farmer (All Conference Player), Antonio Walker and Dylan Davis; to Coach Russ Frazier (Coach of the Year); Assistant Coach Rick Parks; and to the Northwood High School Faculty and Students and to all those who offered their support and especially to the parents and families.

NOW, THEREFORE BE IT RESOLVED by the Town of Pittsboro Board of Commissioners that we hereby extend this expression of our pride in your accomplishments, and our appreciation for the honor and prestige you have brought to our community by exceptional display of good sportsmanship, motivation and inspired team play. IN OUR HEARTS, YOU ARE THE CHAMPIONS!

Adopted the 11<sup>th</sup> day of April, 2011.

Commissioner Bryan stated he had been present at the championship game and the team had done an outstanding job. He stated they were all very proud of them.

Commissioner Harrington offered his congratulations as did Commissioner Brooks.

Commissioner Baldwin remarked it was a job well done.

**A RESOLUTION HONORING NORTHWOOD HIGH SCHOOL BOYS BASKETBALL TEAM IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 49**

## **CONSENT AGENDA**

The Consent Agenda contains the following items:

1. Approve minutes of the March 28, 2011 regular meeting.
2. Approve a Resolution Establishing the Week of the Young Child in the Town Of Pittsboro.
3. Schedule a public hearing for Torbert Rezoning, 338 Toomer Loop Road for April 25, 2011.

Commissioner Brooks noted that signs had not yet been erected on the Torbert Rezoning. Planning Director Stuart Bass replied they would be put up as soon as the public hearing was scheduled, which was the purpose of the item on the Consent Agenda.

Mayor Voller stated that the spelling of Governor Perdue's name should be corrected in the minutes.

Motion made by Commissioner Harrington seconded by Commissioner Brooks to approve the Agenda as amended to correct the spelling of Governor Perdue's name in the minutes.

Vote Aye-5 Nay-0

**A RESOLUTION ESTABLISHING THE WEEK OF THE YOUNG CHILD IN THE TOWN OF PITTSBORO IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 50**

## **REGULAR MEETING AGENDA**

### **Citizens Matters**

Samantha Birchard, 433 Thompson Street, stated she was representing the Pittsboro Business Association and was present to speak in support of the Main Street Program. She said that program had a very impressive track record and would be of benefit to the Town.

Frank L. Blackwelder, 867 Old Sanford Road, said that the new Southern Park was being constructed adjacent to his property. He stated the park trail was 95 feet from his property line, and he had approximately 1,200 feet that adjoined the park property. Mr. Blackwelder said his concern was that his house was the only one in the area that would be affected by the park, in that his house would be clearly visible from over one-third of the park trail. He said that affected his privacy and his sense of security, and he was trying to work with the Town to help provide some sort of Type 1 screen.

Mr. Blackwelder said he was also concerned about issues due to runoff from that wide paved trail. He said all of the area on the hill drained down to Camp Creek, a tributary of Jordan Lake, and Camp Creek went across his driveway. Mr. Blackwelder said he had installed a larger drain pipe last year and hoped that the new pipe would handle the additional drain off, but he was afraid that later on that would become an issue due to the runoff after the trail was paved coming down the hill to that tributary in his driveway.

Mr. Blackwelder stated he had photos of the trail looking down to his house and from his house looking towards the trail. He said at this point the park would change his entire lifestyle and he was concerned that as people began to use the trail that it would adversely affect his lifestyle. Mr. Blackwelder remarked that his family was very upset about the placement of the trail, and asked that the Town help him in any way possible.

Commissioner Fiocco asked that he provide copies of the photos to the Town Manager.

Commissioner Brooks stated that others in that area had expressed concerns to him about the park, including Sidney Dean and others.

Commissioner Bryan stated that Mike Clegg had also expressed concerns.

Mayor Voller stated that Mr. Bass and Mr. Horne would work with Mr. Blackwelder to attempt to address his concerns. Mr. Blackwelder said he had met with Mr. Horne last week and they were trying to work something out. He said that the bike trail was right on his property line, and should someone fall off their bike they would land in his yard. Mr. Blackwelder stated his property was 6.5 acres and ran from Old Sanford Road to 15-501, and about 85% of his property line that ran east to west was bordered by the Southern Park. He said he was not against the park and believed it was a good thing, but he had never been contacted either by mail or by phone, and he felt that with that shared property line that some communication should have been forthcoming. Mr. Blackwelder said although the park had been discussed for several years, he had not been aware of the layout of the park until just recently, and believed the Town should have notified him so that any potential adverse effects could have been determined and addressed.

Commissioner Fiocco said the bike trails are to be field located so nothing had been absolutely set in stone as to where they would be located. He suggested that staff take Mr. Blackwelder's concerns into account prior to any decisions being made about the location of the trails. Mr. Horne said that was already being done.

Mayor Voller said that whenever you had this kind of change in your neighborhood he could empathize with those kinds of concerns. He stated he walked frequently in the area of Commissioner Bryan's home which backed up to a walking trail, and at some point people had planted screening between their homes and that trail. Mayor Voller said he believed screening could be included that would ensure that Mr. Blackwelder's lifestyle was not adversely impacted.

Commissioner Brooks stated it was well known that he had not been a great advocate of this park, and he would like to have the Board consider some kind of fence to protect that property line.

Mayor Voller said any reasonable solution should be brought to the Board's attention once staff worked with Mr. Blackwelder to address his concerns.

Commissioner Brooks asked Mr. Blackwelder if he had a copy of the plans for the park, and if not would he like to receive one. Mr. Blackwelder responded he had seen some earlier plans which showed the amphitheater located around a knoll from his house so it was out of sight. Commissioner Brooks said he was sure that Mr. Horne would keep Mr. Blackwelder updated and would provide any information he might need. Mr. Blackwelder stated he had been told that the reason homeowners in the area were not contacted about the park was because it was not a rezoning. He reiterated that his house was the only house that would be visible as people used the trail, and he did not want to have to sell his home and move because of the park.

Mayor Voller remarked that he believed the park would enhance his property value but they did not want it to damage his quality of life, so he believed Mr. Blackwelder's concerns could be incorporated into the park process.

## OLD BUSINESS

The following items were heard and discussed out of order.

### **2. Position Reclassification: Customer Service Specialist Grade 17 to Administrative Support Specialist (Payroll, Grants and Contract Administration) Grade 19.**

Town Manager Bill Terry stated that at the Board's November 22, 2010 meeting this position reclassification was discussed and it was determined that the Board would like to wait until budget discussions were underway to make a decision. He said since that time, circumstances had changed in that one of the Customer Service Specialist positions was now vacant, and they were currently utilizing the services of temporary workers to cover employee lunches and absences. Mr. Terry said because that position was now vacant, he had believed it was better to revisit the reclassification before advertising for a new employee.

Commissioner Baldwin asked who had been performing the duties. Mr. Terry responded a combination of employees including temporary employees. He said many of the duties had been spread out to other employees, including him in that he was doing some of the clerical work as was Mr. Bass and other staff members.

Motion made by Commissioner Harrington seconded by Commissioner Fiocco to approve the reclassification of a Customer Service Specialist at Grade 17 to Administrative Support Specialist (Payroll, Grants and Contract Administration) at Grade 19.

Commissioner Brooks asked was the chief function of that position to take in water bill payments. Mr. Terry stated that was one of many duties but would not call that a chief function. He stated there would be two people with basically the same job description, including providing support to the Police Department by entering Police reports into the computer system, collecting and processing water bills, and general administrative support to administrative staff in Town Hall. Mr. Terry stated also included in the duties was contracts and grant administration, and support to the Planning Board which the Planning Board had not had since the vacancy. He said that position would have a broad spectrum of duties, including providing assistance with routine clerical work in regards to payroll. Mr. Terry said they also planned an expanded roll in grants management with this position which the previous incumbent had undertaken, including all Police grants.

Commissioner Brooks said at one time Chief Collins had stated that with the computer technology now available that they really did not need the Police position that was created under the former Chief. He said as well, at one time they had only had 1,044 water customers, and he was curious how many people were involved in the collection of water bills. Commissioner Brooks said some changes in the methodology of taking payments of water bills had been suggested in the past, but it appeared to him that they continued to grow government in some respects. He said he understood that this was filling a vacancy, but it appeared to him that there were already a number of people involved in the collection of water bills.

Commissioner Harrington asked what percentage of time this employee would be involved with water bills. Mr. Terry responded he would guess 15%-20% since their workstation would be the front desk and would be in direct contact with the public.

Mayor Voller said he believed Commissioner Brooks was referring to something the Board had talked about the past several years, one of which was to have a point of sale operation and/or accepting on-line payments or debit/credit cards which might mitigate some of the need. He said whatever was decided he suggested that the persons at the front desk attend the Customer Service Training offered by CCCC. Mayor Voller said that many times the only interaction a citizen might have with Town government was with the employees at the front desk, and it was important that customer service be provided in the most appropriate way.

Mayor Voller said that Mr. Terry had provided a good case for the reclassification, and he believed it was important that they get to the point that on-line payments could be made by citizens. He said the point had been brought up that at one time the Town had 1,044 water customers, and asked what the current number was. Mr. Terry responded it was 1,785 in-Town and out-of-Town, commercial and residential.

Commissioner Harrington stated at the last discussion there had been some question that if they upgraded the person in that position that it might not be fair to other employees, but this would be an upgrade to a vacant position that anyone could apply for, whether already employed by the Town or not. So to him, he said, this would be a way to upgrade a position and include an expanded role in other areas. Mr. Terry said that was correct.

Vote Aye-4 Nay-1 (Commissioner Brooks)

Motion made by Commissioner Harrington seconded by Commissioner Fiocco to authorize the Town Manager and the Finance Officer to fill the position of Administrative Support Specialist at pay grade 19.

Vote Aye-4 Nay-1 (Commissioner Brooks)

Mayor Voller said he believed it was important that they move forward with providing on-line payment services, noting this had been discussed for as long as he and Commissioner Baldwin had been on the Board.

Commissioner Baldwin stated she agreed, noting that once that was done this employee would be able to devote more time to grants and other duties.

Commissioner Harrington said related to that, even if they did not have on-line payment they could set up an electronic check payment system so that people could automatically pay their monthly bill. He said that was somewhat of an intermediate step to the more complicated on-line payment system, and did not believe it would cost the Town anything. Mr. Terry stated they already offered that option, in that a customer could set up a bank draft that would automatically pay the monthly water bill. Commissioner Harrington said what he was referring to was a system where people actually wrote a check which the bank accepted to pay a utility bill, so the

customer actually had a check as proof of payment. He said he believed that and other options should be considered as they moved forward.

Mayor Voller asked if Mr. Terry needed a motion to move forward. Mr. Terry replied no, that he and Ms. Cartrette could work that into a budget working paper for discussion during the budget talks. He stated he would also like to consider getting to a point where the Town could accept credit cards as payment in person as well as on-line.

### **1. Authorization to Proceed with the Recruitment and Hiring of a Town Engineer.**

Mr. Terry stated that the Board had discussed this issue several times and understood that this was a difficult decision that involved a large financial contribution. He stated that at the last discussion the Board had asked for some additional information regarding the amount of engineering fees that the Town now paid for general engineering services, noting that the previous information provided had three months of information, but the information presented tonight was for a period of one year. Mr. Terry said the amount they had identified was about \$37,800 a year primarily to Hydrostructures and devoted to wastewater flow reconciliations, site plan reviews, some work with the Jordan Lake Partnership, and other general engineering support. He stated what was not included in that \$37,800 was the great deal of work Hydrostructures did on capital projects since those charges were included in the actual project budgets.

Mr. Terry stated that should the Board decide to proceed with the recruitment and hiring of a Town Engineer tonight, that person would likely not come on board until the beginning of the next fiscal year. For that reason, he said, funds budgeted in the current fiscal year could be used to acquire the necessary office space, furniture, telephones and computer service. Mr. Terry noted one error in Exhibit D, which was the Budget Change/Addition Form in regards to this position. He said the columns in the chart should have been labeled 2011-12 and 2012-2013.

Mr. Terry stated there was some importance to a timely recruitment and hiring of a Town Engineer, and he appreciated the difficulty in hitting the tipping point where it made sense to have an in-house engineer. He stated that it was important to get someone on staff that would become knowledgeable of the many capital improvement projects that were pending or ongoing, in particular the 3.22 MGD wastewater treatment plant. Mr. Terry said it was his recommendation not to wait until construction of that plant was imminent before they filled the position. He said he would not want to push the Board in a direction it did not want to go, but it was his job to provide the best advice and his best advice would be to proceed with the hiring of a Town Engineer.

Commissioner Harrington asked Mr. Terry to speak in more detail on the urgency of hiring this position. Mr. Terry stated he had used an example in the agenda material which basically was that UNC Charlotte was adding a new football program to begin in the fall of 2013, but they were hiring key staff now so that they would have 18 months to prepare before their first game. He said that drove home the point that when undertaking such a task that getting the leadership in place ahead of time would allow time for development and management of what was to come. Mr. Terry said he had come to the Town about 3½ years ago and he would likely be with the

Town for only another year and a half to two years at the most. He said bringing on a Town Engineer now would allow him time to work with that person to move forward the various capital projects, particularly the 3.22 MGD wastewater treatment plant, so that when he did retire there would be staff who would be fully knowledgeable and there would be no lag time such as the Town had experienced in the past.

Motion made by Commissioner Harrington seconded by Commissioner Bryan to table this discussion now and move it to discussion during the budget process.

Commissioner Fiocco said he could appreciate Mr. Terry's opinion and perspective, and he was prepared to move forward with the advertisement and hiring of a Town Engineer. He said it was a position that was needed now due to the long range planning issues as well as the day to day issues. Commissioner Fiocco asked about the category of expenditures that had not been included in the \$37,800. Mr. Terry said that any of the work done by Hydrostructures, such as the design of the Credle Street project and design of the Downtown Water System Improvement Project, had not been included intentionally because the Town Engineer would not undertake that load. Commissioner Fiocco agreed, noting they would still need to subcontract for such services.

Commissioner Fiocco said on at least two occasions since he had been on the Board they had discovered that because of a lack of a Town Engineer the Town had had to spend at least \$30,000 with Hydrostructures when they were pursuing grants. He asked was that a fair assessment. Mr. Terry stated that Hydrostructures had worked on a lot of grant applications and preparation for the Town, so that was a fair statement. Commissioner Fiocco said that was a real number they had incurred but could avoid in the future with the hiring of a Town Engineer, and engineering fees that were not now reimbursable under the grants would then become reimbursable typically. He said that should be considered when they were doing the mathematical analysis for this position's salary.

Commissioner Harrington agreed with Commissioner Fiocco, noting they needed this position and it was past time to do that. He said that the position had been voted down the last time it had come up, and unless someone had changed their mind he would agree that they discuss this during the budget process.

Commissioner Brooks stated he planned to vote in favor of the motion to delay the discussion, but would like to say that if and when a Town Engineer was hired the Town would still need to hire the services of Hydrostructures for a considerable amount of time and at a considerable expense to bring the Town Engineer up to date. He stated as well, as technology changed with water and sewer especially they would have to have additional engineering services. Commissioner Brooks stated with that being said, he did not believe they would in reality save any money but would end up spending even more money.

Commissioner Harrington said he did not disagree with that, but believed that with such projects as the new water line coming through the downtown, that even though Hydrostructures was overseeing that project it would be helpful to have a Town Engineer to oversee the Town's interests. Mr. Terry said he would add to Commissioner Brooks' comment that he agreed that he would not characterize this position as a step to save money. He said he had already enumerated

all the engineering work the Town was doing, and that work was supervised by him and Mr. Poteat and Mr. Horne, but they were not engineers. Mr. Terry said they certainly could not provide the oversight that a civil engineer would provide.

Mayor Voller stated he had been in favor of adding this position for many years, but he did believe they had to be careful with the hire and not to hire someone who was coming to the Town because they wanted to slowly move out of the grind of private service and come to a small town at a decent salary. He said he would rather they hire someone with experience that had gotten their seal and was up and coming that they would groom to either become the Town Manager or work with a new Town Manager and would have the energy to do what needed to be done. And, he said, he wanted to hire someone who wanted to remain in Pittsboro, so the salary had to be commensurate so that they did not lose them to towns around them.

Mayor Voller said when you had a consultant working with a municipality or a county and they were doing the work that the Town hired them to do, which was to review plans, when you were on the other side of the table you did not always feel that they were working necessarily for the best interest of the client because their interest was to run billing at times, or at least that was the perspective that business owners had. So, he said, having that engineer would help because that person would be supervising that consultant and you would not have that “run the meter” attitude. Mayor Voller said they needed to hire a Town Engineer that was of high quality with about 15 years of experience and who wanted to be in a growing town with all the opportunity that was before them. He said he hoped that the Board would strongly consider that during the budget deliberations.

Commissioner Baldwin agreed that they needed a Town Engineer but was concerned about the cost when they would still need to use the services of Hydrostructures. She said she was also concerned that this may not be the time to do it because they would need to rent some space and perhaps purchase an additional vehicle. Mr. Terry said there would be some costs that would be avoided because there were some things being done by the consultant now that would not be done once a Town Engineer was on board. But, he said, with the future plans for the Town there would be a good deal of engineering work required.

Mayor Voller said they would never find a dollar for dollar match where they could identify reduced costs. But, he said, a Town Engineer should help them avoid really bad mistakes and that was where the real cost savings would be seen. Mayor Voller said as an example, the pipe sleeve running under US 64 done many years ago by NCDOT was not done to the correct size but the Town did not have anyone that could have prevented that. He said if they wanted to get that pipe sized correctly now it would cost an inordinate amount of money, and a Town Engineer would help them avoid such mistakes and costs.

Mayor Voller said they would always have to hire out particular engineering services as every city had to do, but a Town Engineer should be able to save them from making costly mistakes. He said that Commissioner Harrington was also correct that it would have saved the Town a lot of money in terms of the engineering services that were not reimbursable under particular grants because there was no Town Engineer on staff, noting that the CMAQ grant was a good example which was about \$40,000.

Mayor Voller stated that if the motion was approved the issue would come back up for discussion during budget deliberations, but should it be denied then the Board could vote on the issue now. He said he would hope that the Board would consider advertising and recruiting a Town Engineer.

Mayor Voller called for the vote.

Vote Aye-4 Nay-1 (Commissioner Fiocco)

Mayor Voller said that with that vote the issue would come back to the Board for further discussion during the budget process. Mr. Terry stated that at the next Board meeting he would be presenting the recommended budget, but the Board would not have had time to consider anything at that point. He said there would be a budget hearing and a budget work session after that, and assumed this issue would come back for more discussion at the budget work session.

Commissioner Harrington suggested that this position be included in the Add List for further discussion at the budget work session.

**3. Draft Land Use Plan for the Town of Pittsboro (Kenneth Hoyle, Chair of the Planning Board, Karl Shaffer, Vice Chair of the Planning Board).**

Karl Shaffer stated that the draft Land Use Plan before the Board tonight had been approved by the Planning Board at its last meeting, noting they had been working on the plan for about four months. He stated that there were three documents used to formulate the Plan, one of which was the Triangle J draft and one was the existing Land Use Plan that the Town was operating under currently. He said the last was a summary of two drafts, one from David Monroe, the former Town Planner, which was a summary of the Triangle J plan, as well as the document provided by Phillip Culpepper. Mr. Shaffer said they had taken all of those documents to form the draft Land Use Plan now under consideration by the Board.

Commissioner Brooks said if he understood correctly, they had taken the best elements from those documents and combined them into one document. Mr. Shaffer said that was a fair way to phrase it, noting they had looked at each individual document and used elements from each that would be of importance to Pittsboro over the next 15 to 20 years.

Ken Hoyle stated that the Town had paid Triangle J \$40,000 for their plan, and when it had come to the Planning Board it had been turned down. He said the Town Board really needed to have a copy of that Triangle J plan to see what those taxpayer dollars had been spent on. Mr. Hoyle said that Mr. Terry and Town Attorney Paul Messick had already made comments on this draft, and all of Mr. Terry's comments had been included with the exception of two. He said he would ask that any comments the Board made be made separately and apart from the document and forwarded to the Planning Board prior to the next Planning Board meeting on May 2, 2011.

Mr. Hoyle said a lot of thought had gone into the draft, and to keep in mind that there was not a format by anyone that said the Board had to accept anything. He said it was a plan or a map, and was a simple and readable document to guide the Town.

Mayor Voller asked if all of the documents noted were referenced in the appendices, noting he agreed that the Town Board should have copies of all of those plans for reference including the Triangle J plan, and that they should be available for all citizens to reference. Mr. Terry stated that they could print additional copies of the Triangle J plan to be used as reference.

Commissioner Harrington said that Mr. Hoyle had asked that any comments from the Town Board should somehow be separate from the document. Mr. Hoyle stated that what he meant was that rather than marking comments on the document itself, that the comments be made in a separate document so that all comments could then be incorporated at the appropriate time.

Mr. Shaffer stated that Mr. Bass had provided the Planning Board with a number of plans from communities within 50 to 80 miles of Pittsboro, and what was before the Board now was very similar to those sample documents which were from 15 to 35 pages in length.

Commissioner Brooks stated he would like to thank the Planning Board for all their work on the draft Land Use Plan, noting he knew they had worked long and hard on it. He said even though it had been said they had worked on this plan for four months, in actuality they had worked on a Land Use Plan for years and he appreciated the effort of each and every member of the Planning Board.

Commissioner Fiocco stated he, too, wanted to thank the Planning Board for all their hard work. He said he had been working with the document and had found a lot of quality material in it and believed it would serve the Town well. He said he would be providing some comments once he had finished his perusal of the document.

Commissioner Harrington said there had been some concern that the document was too light, and he would like to know what should the plan tell them that it did not now tell them, what would they want to stop from happening that this document would not stop, and what would they want to cause to happen that the document did not cause to happen. Commissioner Harrington said if there was something that really needed to be included then it should be, and he would really like to have a good sense of what that might be.

Motion made by Commissioner Harrington seconded by Commissioner Fiocco to refer the Draft Land Use Plan to the Town Manager, Town Planner, the Parks and Recreation Planner, and the Town Attorney for comments to be made in a separate document, and that all comments be provided to the Town Board and referred back to the Planning Board along with the draft Plan for further revisions and recommendations.

Commissioner Brooks commented that they had been through land use plans many times before, and in the past they had had an expert from the Division of Community Assistance or whatever the appropriate department was to look over the documents. He said that expert had always

emphasized that the Land Use Plan was not a zoning document and was not written in stone; that it was a suggested plan of how they would want to see the community grow.

Commissioner Harrington said that was true, but it was also a document that stated what the Town would and would not do. So, he said, his question was how the draft plan was deficient in guiding that future growth.

Commissioner Brooks said he had always assumed that the Town Board and the Planning Board and any other involved parties would be familiar with the document and at least use it as a guideline but not as a law or ordinance or rule to influence their decision-making when they believed it was on target.

Commissioner Harrington said that this plan should define the Town's goals and vision, and their general ideas for how the Town should grow. He said the other tools they had to do was the Subdivision Ordinance, the Zoning Ordinance, the Watershed Ordinance, and all the other rules and regulations that they should take the next step to amend to reflect those goals and that vision.

Mayor Voller said that essentially the Land Use Plan was a philosophical document. Commissioner Brooks agreed. Mayor Voller said that someone should be able to read the document and come before the Planning Board with a plan that was in line with that guiding document without fear of being denied. Mr. Hoyle agreed that it was a guiding document, and that Commissioner Harrington was correct that once it was in place they would need to look at all the other ordinances for possible amendments to make sure the stated goals and vision were reflected in them. He said a very good example was that if someone were to come forward to rezone to C2, the Planning Board was not allowed to ask what the plans for the property might be. Mr. Hoyle said the language in the ordinance needed to change so that it had to be divulged what the plans for the property were. He said those were all details that would need to be worked out as they moved forward.

Mayor Voller said once they got to the final document he would like to see other historic photos added that would really define who they were, and he believed that would make the document more interesting for the public. He said that this was a working document and the maps provided were excellent.

Commissioner Baldwin remarked that the Planning Board had done a great job and she was very pleased with the outcome. She said they had done an amazing job which she very much appreciated.

Mr. Terry stated for clarification, did the Town Board want to provide a date when this should come back. He said he would like to avoid the May 9, 2011 meeting since the Recommended Town Budget would be presented at that time. He suggested that draft plan come back on May 23, 2011.

Commissioner Harrington said they could say it was to come back on May 9, 2011 but if that presented a problem then staff could ask for an extension to May 23, 2011. There was no objection from the Board.

Mayor Voller called the question.

Vote Aye-5 Nay-0

Commissioner Harrington added his thanks for the Planning Board's work.

Commissioner Fiocco stated that the Planning Board had provided larger scale maps for the Town Board which he would like to make available at Town Hall for viewing.

**4. Amendment to Capital Project Ordinance for the Credle Street Sewer Rehabilitation Project Phase III & IV.**

Mr. Terry stated that this item and the next he would characterize as budget housekeeping items. He said when the project budget had been created for the Credle Street project they had used Fund Balance for the matching funds of \$248,000, and subsequently the Board had asked that staff look into borrowing those funds. Mr. Terry said that the budget amendment under consideration tonight corrected the budget to show revenue from loan proceeds rather than Fund Balance.

Motion made by Commissioner Harrington seconded by Commissioner Baldwin to approve the amendment to the Capital Project Ordinance for the Credle Street Sewer Rehabilitation Project Phases III & IV as submitted.

Vote Aye-5 Nay-0

**A CAPITAL PROJECT ORDINANCE AMENDMENT FOR THE CREDLE STREET SEWER REHABILITATION PROJECT PHASE III and IV IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 44**

Mayor Voller asked when the Credle Street project would be completed. Mr. Terry stated it was not an incredibly long project and should take only about three to four months. Mayor Voller asked if they could take water samples in the basin before they started the project so they would know definitively what effect the project would have on water quality. He said the whole purpose of the project was infiltration, or I&I, and supposedly what the project would be preventing was wastewater or leaking lines or stormwater from getting into the Robeson Creek Watershed. Mayor Voller said he would like to be able to compare what the water quality was now against what the water quality would be once the project was completed.

Commissioner Harrington said he believed their concern was not the sewer leaking down but the water coming in.

Mayor Voller said the leakage went both ways, in that if you saw cloudy white water that water was actually wastewater that was coming from leaky sewer taps or old lines that were broken. He said it would be nice to know that they had had a definitive effect on the water quality. Mayor Voller said they could ask Karen Hall to take samples before and after the project was completed. Mr. Terry said he believed it may be more complicated, in that there may have to be various sampling sites and samples taken at frequent intervals. Mayor Voller said he would at

least like samples taken from the main area of the creek. He asked that Mr. Terry at least correspond with Ms. Hall to see what could be done. Mayor Voller said that Ms. Hall had water monitoring stations up and down that watershed now, and if it was proven that the quality had improved that would be good data to have.

Commissioner Brooks said he did not remember the name of the State agency but in the past there had been only one monitoring station and it was near the river at Robeson Creek. He said under Wally Jenkins' leadership they had gotten the State to put in at least four monitors. Commissioner Brooks said perhaps if Ms. Hall was not able to help, that State agency would be able to.

Mayor Voller said he believed they could ask Karen Hall to take the samples since she was already doing that.

Commissioner Harrington said if Ms. Hall was already taking data perhaps they could look at it retrospectively to determine any change. He said because they were not going to use that data for anything specific he was concerned about putting more work on staff. Mr. Terry stated that staff would be happy to do such things, but his concern was adding additional cost to the project. He said if they wanted to take measurements in a systematic way they would need to identify testing points all along the watershed and then have lab techs analyze the data. Mr. Terry said that would add up to several thousands of dollars very quickly.

Commissioner Harrington said to do something like this you would not do it casually but would do it exactly. He said it would be nice to have the information but did not want to add staff time or additional costs. Mr. Terry said he would contact Karen Hall and determine if she was already collecting data that would be of help in benchmarking before and after water quality.

Mayor Voller said they should also determine if this project would give the Town any credits for the Jordan Lakes Rules that were coming up. He said if it was proven that the Town had actually done something that had ameliorated an issue with stormwater getting into their wastewater, the Town might in fact receive credits. So, he said, there was an actual cost benefit if that could be determined.

##### **5. Budget Amendment for Water & Sewer Master Plan Update.**

Mr. Terry stated that this budget amendment recognized the revenue received from Chatham Park Investors for the water and sewer plan update, and added funds to pay for professional services provided by Mr. Poteat.

Motion made by Commissioner Fiocco seconded by Commissioner Bryan to approve the budget amendment for the Water & Sewer Master Plan Update.

Vote Aye-5 Nay-0

**A BUDGET AMENDMENT AMENDING THE FY 2010-2011 BUDGET IS RECORDED  
IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 45**

## NEW BUSINESS

### 1. Sponsorship of Pittsboro Business Association April 30, 2011 Event.

Mr. Horne stated that the Board had heard a presentation on this issue on February 14 and February 28, 2011. He said essentially the Pittsboro Business Association (PBA) had been sponsoring the First Sunday events which added recreational opportunities for the Town as well as marketing of the Town in terms of economic development. Mr. Horne said the PBA was also planning quarterly themed events and was asking the Town Board for assistance with those events. Mr. Horne said staff was asking for guidance in regards to offering assistance, for funding for quarterly events up to \$1,400 per event and that could be done with the existing Recreation budget.

Commissioner Harrington said there seemed to have been a little bit of a creep here. He said that David Quick had come to the Board describing some of the things he wanted to do to promote the Gaslight Tour, and he had been referred to the Parks and Recreation Board with the Town Board generally agreeing that they would like to help him with some of his promotional activities. Commissioner Harrington said now they had evolved to a general practice of supporting quarterly events which was not where this had started. He said the other issue that was of concern to him was that Mr. Quick had come to the Board and then presented to the Parks and Recreation Board who had said they would like to support him. But now, he said, the Town Board was being asked to provide funding to the PBA who was not originally even mentioned. Samantha Birchard stated that Mr. Quick was a member of the PBA so there was some confusion about that issue. She said she believed they were absolutely working on the same projects.

Commissioner Harrington said he understood that Mr. Quick had not been told that this issue would be on tonight's agenda. Mr. Horne said that he had told Mr. Quick that the issue would be coming up for discussion but not that it would be on the agenda for tonight. He said that Mr. Quick was certainly a valuable part of the process.

Commissioner Harrington said that was of concern, in that it had gone from the funding of the one event that Mr. Quick had described and the Parks and Recreation Board had said it wanted to support, to now supporting a quarterly PBA event. He said he wanted to clarify who was doing what and where any funds provided would go. Commissioner Harrington said at the Gaslight Tour he had recently attended the Town was full of people, and he believed they would get that \$1,400 back just in tax dollars. He said the reason he had been in support of Mr. Quick was because he had believed that was a great event for the Town and it seemed to be a small contribution to help reimburse him for his expenses. Commissioner Harrington said he was personally in favor of doing that, but was somewhat uncomfortable saying that the Town would now support a quarterly event. He said he would prefer trying it out and reviewing how it went as far as turnout before they made it a quarterly event or a general practice.

Commissioner Harrington said he also wanted to be clear who would receive the money or where the money was going. He said for instance, would it go towards promotions, towards bands, or some other purpose. Commissioner Harrington said his sense was that he would support the proposal but only after they had some assessment of its success as they had seen at

the last event. Mr. Terry stated he believed this was a good subject for a budget working paper; that is, whether going forward they wanted to include funds in the Recreation budget to support additional events such as First Sunday or the quarterly events. He said if so they should perhaps have a Contract Services line item in the Recreation budget that would allocate the funds to do that. Mr. Terry said whatever that amount would be should be something the Board had the opportunity to discuss. He said that Mr. Horne did have some Fund Balance left over that could be used to support the two events remaining in this fiscal year, so the question was could those funds be used for those two events. Mr. Terry said staff understood that public funds could not be used for private purposes, so they were very careful about how they supported such events. He said the Town could contract with nonprofits to do anything that the Town might otherwise do by themselves, but they could not just donate cash to people to spend at will.

Commissioner Harrington said that he understood that distinction and asked how that would work with Mr. Quick since he as an individual was not a nonprofit. Mr. Terry said they would pay for anything appropriate directly, such as advertising an event or for the provision of Port-o-Potty's, rather than providing reimbursement directly to an individual. He said they may even decide to pay for a band if it was located outside in a public venue, but certainly not if it was located inside an establishment that charged a cover charge for entry.

Mayor Voller said from the PBA's perspective, this was an important element of their strategic plan in terms of attracting people to Pittsboro. Ms. Birchard replied certainly, noting it was effective in attracting people from around the region. Mayor Voller said such events did result in repeat traffic, and that was important for the vitality of the Town.

Commissioner Baldwin said the agenda item referenced that the Town contribution would preferably not include a requirement for a Police presence at such events. She said she believed that they would always need to have a Police presence at any public event. Mr. Horne said what he was referring to was trying to get away from closing off major streets that would require Police. He said there was a major difference in closing off Salisbury Street and closing off 15-501 near the circle. Commissioner Baldwin said overall this was a good idea in that it would bring people in and get them accustomed to going downtown and participating in downtown events.

Commissioner Harrington said he was certainly supportive of their judicious use of funds for such events in modest amounts, and asked if staff needed a motion. Mr. Terry said he believed a motion supporting the recommendation of the Parks and Recreation Board was sufficient. He said they would not be spending funds other than what was currently available in the budget, and they understood the legal limitations of what they could spend those funds on. Mr. Terry said the amount of \$1,400 had been suggested per event and they would certainly try to stay below that amount.

Mayor Voller said the more people they could attract to Pittsboro and to spend money in Pittsboro, the better. He said they should support such things that were safe and good for the citizens and good for the business community.

Commissioner Fiocco agreed that they should support this group of business people who were a creative group with an entrepreneurial spirit that he believed brought a lot of energy to the Town and represented the Town well. He said he would like to do everything possible to help them succeed, because it was a win/win all around.

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to provide Town funding for the Pittsboro Business Association's next two quarterly events over the next 90 days not to exceed \$1,400 per event, and that the issue would again be discussed during budget deliberations for the coming year.

Vote Aye-5 Nay-0

## **2. Added Item - Update on Main Street Program**

Mayor Voller commented that Mr. Bass as well as Commissioner Fiocco and representatives of the PBA had attended the recent Main Street conference.

Commissioner Fiocco called attention to the bottom of page 2, noting it provided the Main Street Program's four point approach. He said that gave the four elements of the combined method that was used, which was organization, promotion, design, and economic restructuring. Commissioner Fiocco said that in essence that was what the program was, adding that the program did not come with any funding although there were grants available that they would provide assistance in acquiring. But, he said, it was basically consultation and expertise that they brought to the table in trying to organize the Town around a downtown historic core and working with the community and the Town to find ways to define the vision and then implement that vision.

Commissioner Fiocco stated he had talked today with three different downtown landowners and each had been excited about the idea and each was even willing to dedicate some funds towards some of the costs of the program. He stated the program would incur some cost for travel expenses, estimated at between \$3,000 and \$5,000 a year for the two-year program, and they had stated that they had yet to hit \$3,000 in their travel expenses. Commissioner Fiocco said it was towards those fees that the three landowners had committed to him today to at least offset some of those costs by a combined contribution of \$1,500 to the program. He stated those landowners were also interested in being a part of the program.

Commissioner Harrington asked what they were being asked to do tonight.

Mayor Voller said there was a resolution provided for consideration where if adopted the Town would be agreeing to apply for the program and commit to the funding of \$3,000.

Commissioner Harrington asked how much staff time he would have to devote to this program. Mr. Bass responded it would not require that much from him, in that the idea was that it was a cooperative community program which would need only a small amount of administration.

Mayor Voller said if you looked at the map of all the towns, the representatives were coming out of Raleigh to administer these programs so the travel time and expense would not be that great. He said he did not believe they would encumber onerous travel expenses.

Commissioner Fiocco said that may not be exactly true as one of the representatives was in Wilmington.

Commissioner Bryan said he believed it was said this was a two-year program, but the resolution did not indicate that. Commissioner Fiocco stated it was a two-year program.

Mayor Voller said what was important about the program was that you got certain bonuses and grant applications if you were a Main Street town, and that included applying for Rural Center funds, State Energy Office funds, AARA funds, and others. He said they had talked about this program several years ago but there had not been enough time to consider it. Mayor Voller said now that they had more information and Town representatives had attended Main Street conferences, they now had the information they needed to move ahead.

Commissioner Fiocco said they had at least taken that first step to qualify to submit an application by attending the workshop. So, he said, they were cued up if they wanted to do it. Commissioner Fiocco said he did not believe they necessarily had to vote on the resolution tonight, noting he was comfortable with it and wanted to move forward but the Board may not feel that they had had enough time to digest it. He said the deadline for the application was May 31, 2011 so they had some time.

Commissioner Harrington said he, too, was fairly comfortable with moving forward.

Commissioner Brooks stated that the historic district had been mentioned, noting the Town had had a grant for that although the work was not finished until Jane Powell finished it with his help. He said he was very interested in anything dealing with the historic district, but he was not willing to vote on something that had not been on the published agenda. Commissioner Brooks stated he would appreciate having the time to at least read through the information before a vote was taken.

Mayor Voller stated it was their purpose to at least get the resolution in front of the Board, and it could be tabled until the next meeting to allow time for the Board to digest the information.

Motion made by Commissioner Brooks seconded by Commissioner Harrington to table this issue until the Board's next meeting.

Vote Aye-5 Nay-0

Commissioner Fiocco stated that in the draft Land Use Plan they had received this evening, one of the topics was small area plans for certain areas, and he really equated the Main Street Program with the idea of creating a small area plan for the downtown historic district.

Mayor Voller said it was his hope that should the Board decide to adopt the resolution at its next meeting that they would move expeditiously to get their application in by the deadline.

Commissioner Fiocco stated he believed they had a lot of information that would dovetail well into that application, and believed they were in reasonable shape in terms of getting the application completed.

### **3. Schedule and Agenda for the Next Board of Commissioners Work Session.**

Mr. Terry said there had been some desire by the Board to have a follow-up work session, and he had sent out an email to determine the most appropriate date. He said the date that seemed to fit the best was April 30, 2011 and the Board could set that date tonight. Mr. Terry said he would also like some guidance on the topic so that an agenda could be crafted. He said generally he understood they wanted to discuss the moratorium, its expiration in October and the impacts of that. Mr. Terry said there had also been some discussion about creating some processes and procedures around the allocation of the existing wastewater capacity.

Commissioner Baldwin said she believed the email had indicated that there were some departments who had follow-ups to provide to the Board. Mr. Terry said he did not know that those follow-ups were related to this topic. Commissioner Baldwin said she believed they were on other topics, one of which was that the Police Chief was to provide the Board with a breakdown of the cost for computers and cameras for each of the Police cars. She said that Mr. Poteat was also to provide a follow-up but she was unsure what that was about.

Commissioner Fiocco stated he believed that had to do with the reuse quality water discharge from the plant. He said he had mentioned some difficulty in the 2T regulations or the 2U regulations, in that 2T was in place and the 2U were not yet adopted. Mr. Terry said he believed the question had been what was keeping the Town from having reuse quality water.

Commissioner Brooks asked what had happened to Woodberry Forest and Hearne Hill.

Mayor Voller said that had been brought up in the past and believed it was a pipe issue.

Commissioner Brooks said he did not believe those issues had been resolved so perhaps they needed to discuss what should be done about them.

Mayor Voller said the Board had at that time asked questions about the pressure and the fact that there was some leakage into a vacant lot that had been going on for what appeared to be many years. He said that was an important issue that they needed to discuss at some point.

Commissioner Harrington said he believed the priority was the moratorium and when it expired how they could prevent getting back into the same situation. He said that would require some policy about what they wanted to do and what they legally could do, how to get those policies in place that were fair, and given what they knew now that certain infill things would not necessarily be applied for through DENR.

Commissioner Brooks asked what the status was of the money that had been committed by several developers.

Mayor Voller said he believed Commissioner Brooks was referring to the \$200,000.

Commissioner Harrington said to clarify he believed they had decided at the last meeting that they could provide some sewer capacity, and with this new basin on line he was guessing they would then have even more to give out.

Commissioner Brooks said he was asking when the Town would get the money.

Commissioner Harrington said he was saying that this first step did not involve anything other than the capacity they had now.

Commissioner Brooks said he had thought that when they upgraded the wastewater treatment plant they would get that money from the developers.

Commissioner Harrington said what was important was how they would prioritize what they had to give out within the law; that is, how could they manage it or did it have to be first come, first served. He said the Town Attorney could guide them on those issues, but they would need to put some policies in place to guide the allocation of what they had.

Commissioner Fiocco said it was his understanding that they did have the ability to prioritize how they used that resource.

Commissioner Harrington said the policy had to be written in such a way that it was publicly known what the priority was.

Mayor Voller said the only answer to Commissioner Brooks' question was to execute a contract with an extension that would be coming up again in December and the Board would have to make a decision at that point. He said if a check was not forthcoming at that time then that was the end of the game. But, he said, there were also conditions that the Board had imposed that had to be met within that agreement and at this point those conditions had not been met.

Commissioner Fiocco said he believed they had also said that they would consider extending the agreement for one more year.

Commissioner Brooks said he believed they had also said at one point that they were going to provide for infill within the Town.

Commissioner Harrington agreed, and said that was why the policy needed to be in place and worded so that infill allocation was provided.

Commissioner Fiocco said that was the most cost effective way for them to do it because infrastructure was already in the ground.

Commissioner Harrington said that should be priority one for that work session.

Mayor Voller said one thing that the Board could be proud of was all the work done over the last 10 years in fixing the infrastructure while doubling the Town's population. But, he said, the sewer usage had not really grown, so that told them by fixing the pipes how much they could really allocate as long as they were committed to building a new plant. Mayor Voller said that 3M would soon have a new General Manager, noting that Tony Aulisa had been promoted and moved to Minneapolis. He said that 3M had informed him that their usage of water could go up if the Town were able to potentially address the issues and/or amend the permit to allow them to use it on their property for other uses such as spraying the gravel areas to keep down dust. Mayor Voller said it would mean asking the State to amend the permit to allow the reuse water to be used for other uses on the property.

Commissioner Harrington asked how long the work session should be set for. He said he was leaning towards two hours although there had been a recommendation for three hours.

Commissioner Fiocco said he wanted to add a discussion on the reuse issue, and believed that would warrant another hour. He suggested that the work session be from 9 a.m. to noon, with one hour on reuse, one hour or more on the moratorium, and the remainder of the time on wastewater or other topics.

Commissioner Baldwin said she did not believe they needed to spend that much time on the moratorium, noting they had discussed it many times in the past for hours. She said she believed the Board had come to a conclusion but had referred some issues to Mr. Messick to provide some advice and clarification.

Commissioner Harrington said that was correct and they did not yet know exactly how much sewer they had to give out although they would have some. He said now, the issue was more how they would give it out legally.

Commissioner Brooks said he wanted to make sure everyone remembered that the more 3M took the less that went into the lake. But, he said, they were not going to get one pint more capacity at the Wastewater Treatment Plant no matter how much reuse they sold according to the State. So, he said, he did not understand why they even needed to talk about it.

Mayor Voller said that the Town did receive revenue for that reuse water, and potentially if they had a spray field they could actually get capacity. He said the issue was that they had to guarantee a 24/7, 365 day solution.

Commissioner Brooks said that the example used would not work because that was why the State shut Townsend down, because the land was saturated with water from the poultry plant and the State would not allow them to continue doing it.

Mayor Voller said the more involved issue was if they wanted to encourage having a purple pipe program with separate meters starting in Potterstone Village.

The Board agreed by consensus to set the work session for April 30, 2011 from 9 a.m. to noon.

Commissioner Fiocco stated he would like to have Randy Heard and John Poteat present at the work session to speak to the reuse issue.

Commissioner Baldwin stated she would like to have a brief update on the questions that had been asked previously of the other departments, noting that should take no more than 15 minutes. Mr. Terry responded he would provide that as a written report so that it could be discussed at the next regular meeting. Commissioner Baldwin agreed.

Mayor Voller stated he would also like to have Commissioner Brooks' question answered in regards to Woodberry Forest and Hearne Hill.

## **CAPITAL PROJECTS REPORT**

### **1. Manager's Update on Capital Projects.**

Mr. Terry stated that in regards to the Hillsboro Street Transmission Line Replacement Project, the readvertisement for the request for proposals for the CDBG grant administration services resulted in one additional submission. He said they would review both submissions and consult with the CDBG Grant Administrator regarding the selection of a consultant for that project.

Mr. Terry stated he had provided an email as an FYI regarding the USDA REDLG loan in the amount of \$200,000 that was initially a part of the 3M project. He said they were requesting that those funds be applied to the Hillsboro Street Transmission Line project since those funds were reserved for water system improvements but had never been used.

Commissioner Fiocco said regarding the USDA loan, they had to present a revised preliminary engineering report (PER) and asked was there a deadline. Mr. Terry said what they had been told was that there would be no funds available until the beginning of the next federal fiscal year in October of next year, so he had made the decision not to spend any time or money on that until they completed the Credle Street and the Hillsboro Street projects. He said because they could not apply for any funding now from USDA, he was putting efforts in areas where they could succeed. Mr. Terry said he had asked staff not to spend any more time or money revising the PER until those two projects were completed. Commissioner Fiocco stated he believed that was the proper approach, but would hate to find out that the USDA had a deadline that the Town did not know about and they lost the investment they already had. He suggested Mr. Terry check with the USDA to make sure there was no deadline on submitting the PER. Mr. Terry agreed to do so.

### **Mayor Updates**

Mayor Voller stated that the EDC would be meeting tomorrow morning at 8 a.m., and the RPO would be meeting in Pittsboro on April 21, 2011. He stated that Mr. Poteat had begun work on the proposal to extend the road by the Fairgrounds. Mr. Terry said he had spoken to Mr. Poteat briefly about that, and Mr. Poteat would be developing a scope of work so that a CIP project could be created.

Mayor Voller stated that Commissioner Harrington had had a great idea when they put in that railing across from Verlie's. He said perhaps they should consider putting in a few more where there was an odd level to the steps. Mayor Voller said that they had had a vendor, Sullivan's Music, who had said that there was a trash receptacle placed right in front of his door and he could not open his door on nice days because of the flies around the trash can. He said the vendor had said the trash receptacle used to be between the two buildings, so he hoped that the Town could move that receptacle so that the vendor could leave his door open during business hours.

### **Commissioner Concerns**

Commissioner Brooks stated he was concerned about the number of streets in Town that needed repairs, particularly potholes at intersections. He asked had the Town taken delivery of the diesel truck purchased from surplus, and if so was it in use. Mr. Terry stated they had taken delivery and they had put new tires on it, but he had not yet seen it. He said he would find out where it was parked so the Board could take a look at it.

Commissioner Brooks said he appreciated the island that had been installed at Chatham Mills, but had not realized that something that large would be built. He said it appeared that vehicles were running over it and it needed to be striped and signed. Commissioner Brooks said it was actually too big and was blocking a driveway. He said his intent on making the motion was to provide a safer means for people to get across the street, but perhaps the situation would be better once the island was striped and signed.

Commissioner Brooks said he had noticed that work had taken place at Elizabeth's Pizza but it looked as if the Town was doing the work. He said the work appeared to have been completed and it looked much better.

Commissioner Brooks said that the cost of gas was continuing to rise and he was concerned about the amount of gas the Town had to use. He asked was there any steps the Town could take to address that and economize, such as keeping Town vehicles within a reasonable proximity to the Town. Commissioner Brooks said that needed to be discussed during budget deliberations, noting that by that time gas may have reached \$4.00 a gallon.

Commissioner Brooks said that he had observed the Streets Department was cleaning up the park at Powell Place, and suggested that cost should come out of the Parks and Recreation budget.

Commissioner Fiocco stated he had been approached by several citizens who had expressed concern about the state of the courthouse, noting they had believed it made the Town look run down. He said they had suggested, and he agreed, that perhaps they could post some signs that said that the courthouse was under construction or rejuvenation. Commissioner Fiocco stated perhaps the County would split the cost of posting four signs, one at each roadway, so that people traveling through Town would understand that the courthouse was not just a burned out building and the Town was not going down hill but that a project was underway.

Mayor Voller agreed that signs would be helpful, noting at the Board's last meeting the County had indicated that the renovations would be completed by the end of 2012. Mr. Terry stated he would check with the County Manager and see if they were willing to share the sign cost.

Mr. Messick asked the Board to remember that the Town had a sign ordinance, and the Board had complained in the past about signs in the traffic circle around the courthouse.

Commissioner Baldwin asked how things were going with the Chapel Hill Transit bus. She said she understood that it would soon come to an end. Mr. Terry said there was supposed to be a meeting with Chapel Hill Transit, the County and the Town to discuss that. He said he had also talked with Chatham Transit Network about what the future of that service might be, and it was his sense that between the University, the Town of Chapel Hill, and Chatham Transit that they would try to craft some sort of deal or contract using grants or other funding to keep the Pittsboro Express service alive even without the County funding. Mr. Terry said he had been asked if the Town would be willing to contribute to that, and his response was that only the Town Board could answer that question. He said that last year the Town had contributed \$18,000, and he had planned to determine during budget deliberations if the Board was willing to continue that funding at the same level even if the County did not provide support. So, he said, that would be an issue for discussion during the budget deliberations in the event that they could identify some method to keep the Pittsboro Express operating. He said he would either put the funding in the base budget or put in on the add list.

Commissioner Harrington said it would be nice if Chapel Hill Transit would provide the Town the data they had asked for, noting they had never received that. He said he saw both the Chatham Transit bus and the Chapel Hill bus sitting at the stop on most mornings, and believed they should just go with the Chatham Transit service. But, he said, he was glad to hear that they were trying to work out a solution to make sure there was some service between Pittsboro and Chapel Hill.

**FYI -**

1. Pittsboro Volunteer Fire and Rescue Department Budget 2011-12
2. Financial Statements for the Month Ending March 31, 2011.
3. Water and Sewer Revenues – Budget vs. Actual for FY 2010/2011.
4. Cynthia Currin e-mail of April 6, 2010; RE: Availability of \$200,000 REDLG Loan to supplement the funding for the Hillsboro Street Transmission Line Project.

**ADJOURN**

Motion made by Commissioner Harrington seconded by Commissioner Baldwin to adjourn the meeting at 9:18 p.m.

Vote   Aye-5   Nay-0

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Randolph Voller, Mayor

ATTEST:

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Alice F. Lloyd, CMC, Town Clerk