

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, FEBRUARY 23, 2009  
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, Hugh Harrington, and Chris Walker.

Staff present: Town Manager Bill Terry, Town Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Planner David Monroe, and Assistant Planner Paul Horne.

**APPROVAL OF AGENDA**

Motion made by Commissioner Walker seconded by Commissioner Bryan to approve the Agenda as submitted.

Vote   Aye-5   Nay-0

**CONSENT AGENDA**

The Consent Agenda contains the following item:

1. Approve minutes of the February 9, 2009 regular meeting.

Commissioner Brooks said through an oversight he did not know that the Mayor pro tem could vote when acting as Mayor, so he had not voted on two issues at the February 9 meeting. Commissioner Brooks said the first item was the Springdale issue but without the paving of the street, so he would like his vote to be recorded as "Nay." He said on the park issue, he wanted his vote recorded as Aye, which he believed was already reflected in the minutes.

Motion made by Commissioner Walker seconded by Commissioner Baldwin to approve the Consent Agenda as amended.

Mayor Voller said that at any time, as a courtesy to the Board, if someone were to find something that was not correct in past minutes, it should be pointed out so it could be corrected.

Vote   Aye-5   Nay-0

## **REGULAR MEETING AGENDA**

### **Citizens Matters**

John “Jack” Stevens, 145 Hillcrest Drive, Pittsboro, said that they had recently experienced several days of extended rain, and he provided the Board with pictures of his backyard which showed its condition because of that rain. He said he was downstream of the Powell Place park site and wanted to request that that branch be maintained and possibly improved for the benefit of the whole neighborhood.

Mayor Voller asked Mr. Stevens for the exact location of his home, which Mr. Stevens provided. He also described the area where each of the photos were taken and pointed out the water damage caused by the extended rains. Mayor Voller asked if he was downstream from the park. Mr. Stevens said yes, and that he thought the park was a great idea but he wanted to make sure the drainage was there to protect his neighborhood.

Town Manager Terry said he did not believe the project would change the drainage features dramatically. He said he had done a topographic study and for the most part Powell Place drained to the north. Mr. Terry said there were a few places on the far southern side which might contribute to that southern basin, but not dramatically.

Planner Paul Horne said he was at the park on the day of that event, because he had wanted to see what the impacts might be. He said there was no draining water on the ground at all after it had stopped raining. Mr. Stevens said he was concerned that the water drained down into that stream.

Mayor Voller said Mr. Stevens had raised a good issue in that the Town was growing and they needed to pay more attention to where water was going. He said that was an area that had challenging topography and there was a creek that came down US 15-501 that took a lot of drainage almost all the way up to the bypass. Mayor Voller said that recent rain was classified as a 100-year event, so it was a particularly large amount of water. But, he said, that did not mean that they should not be aware or that they should not take measures and the Town was serious about that. Mayor Voller said he had received a letter from one of Mr. Stevens’ neighbors that had said that he as the Mayor had been advocating for the Town to fix the situation. He said he believed everyone had heard what had been said. Mr. Stevens said he had spoken to the neighbor and shown him his photos.

Mayor Voller said the issues were not all related as Mr. Terry had referred to. He said the drainage basins were all different. Mr. Stevens said he was looking for something to stop it from coming downstream or to stop the amount of water that came at one time. Mayor Voller asked what Mr. Stevens wanted the Town to do to make sure that the properties were not damaged. Mr. Stevens said to make sure the drainageways were cleared.

Commissioner Baldwin asked was that the first time that had happened on his property. Mr. Stevens replied yes, but he had seen a lot of water there and the ground had been saturated. He

said the photos were taken about an hour after it stopped raining, and he pointed out a picture of his garage that showed 3” of standing water in his garage.

Commissioner Walker said he lived on the other side of Hillcrest from Mr. Stevens, and he had never seen water on his side of the street since Hurricane Fran until that rain event.

Mayor Voller said there were ways to work together to address the matter. He said obviously one was making sure that the drainage pipes and drainageways were cleared, but that would only mean that the problems would be pushed further downstream onto someone else’s property. Mayor Voller said they could retain the water on site and slow the discharge over a 24 to 48 hour period, or use rain gardens or other techniques, to make sure that the water spread and drained slowly to prevent the scouring effect. Mr. Stevens stated his next door neighbor had said that UNC wanted to do a study in the area and actually install some plantings, which would cut the cost to the Town. Mayor Voller said he would encourage them to do whatever they could.

Commissioner Walker stated that perhaps Karen Hall would help, noting she had done a lot of restoration in the area and knew quite about it, and that she was very good at what she did.

Mayor Voller stated he appreciated Mr. Stevens bringing the problem to the Board’s attention, and that the Board wanted to make sure that they were aware of such issues so that they could address them. He said the Board did not want to see anyone materially damaged and did not want to see the problems persist. Mayor Voller said he knew that Mr. Horne and the Recreation Board were pursuing low impact design instead of putting impervious surface down, and that they were trying to retain water which should help the problem.

Commissioner Brooks said he was speaking for a neighbor that had a citizen concern and was not able to attend tonight. He said Ms. Joyce Suttles and her neighbors on Nooe Street would like to have a street light installed on the first pole as you turned down her street. Commissioner Brooks said that street was very dark, and several of the ladies living there were in their 70’s and 80’s, with one gentleman in his 80’s. He said they did occasionally go out at night and sometimes took walks, so it was a safety issue for them. Commissioner Brooks said as well, six to eight of the employees of the shopping center across the street walked that street to go to and from work, and many times had to walk home at 10:30 or later at night.

Commissioner Brooks said he understood there were rules as to the placement of streetlights, but he would like to ask the Board to consider installing one on that first pole.

Mayor Voller said there was a similar case where a woman had asked for a light for safety reasons, and he had called Marty Clayton about it. He said he did not see an issue with this one.

Commissioner Brooks said he thought there were some regulations regarding how far apart streetlights needed to be. Mr. Monroe said he saw no issues from the Planning perspective.

Mayor Voller said there was a pole there already, and there was a spacing rule but the Town could request an exemption based on the safety issue if it were necessary.

Motion made by Commissioner Brooks seconded by Commissioner Baldwin to request a street light be installed on the first pole as you turned right onto Nooe Street.

Vote Aye-5 Nay-0

## **OLD BUSINESS**

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

Mr. Terry provided the following update on Capital Projects:

- Disinfection byproducts reduction project – the required quarterly update on their progress had been submitted to the State. Representatives from DENR had recently visited the Water Plant and Mr. Efird had shown them around and pointed out the progress, and they had been satisfied that the report was accurate and the Town was on track. Mr. Efird had arranged for a training session which took place last week, and an outside expert on chloramination was brought in to cover the more technical aspects of the process. The session was very productive, and the questions being asked by the attendees indicated they had a solid understanding. More hands-on instruction would take place once all equipment was installed, and a set of Standard Operation Procedures would be put in place.

Mayor Voller asked if they were any closer in going to the 24/7-365 operation. Mr. Terry stated they had advertised the vacancy but no interviews had been held as yet.

Commissioner Harrington asked were they getting applicants for that position. Mr. Terry said he believed they had received only one application with one other person expressing an interest. Commissioner Harrington said that was somewhat shocking.

Mr. Terry continued his update:

- On the same project, Mr. Poteat had provided him with a draft brochure for review, which contained pertinent information about the project. He stated there was still plenty of time for comments to be incorporated before it was finalized in mid-April.

Commissioner Harrington asked was the plan to go to chloramination soon thereafter, and did they have an implementation plan with dates. He also asked would there be more training. Mr. Terry said they were in full control of when the change was made. He said they were under pressure from the State to move as quickly as possible, but there were still some things that had to be accomplished. Mr. Terry said until he and Mr. Poteat and Mr. Efird were satisfied that the operators fully understood what the changes were to plant operation, as well as the testing required by the lab technician, and until the public notification was completed, he would not set a date specific. He said they would accomplish all those other issues and when they knew they could operate the plant safely and correctly then they would set the date.

Mr. Terry continued his update:

- Short-term wastewater treatment improvement project – they had received the 30% drawing, and the State was in the process of reviewing the EIS document. They would be

meeting on Friday with the designers where they would accept comments from those who had reviewed the plan.

Commissioner Brooks asked about the name of the engineering group. Mr. Terry responded Stearns and Wheler. Commissioner Brooks stated they were involved in the updating of the current wastewater treatment facility, and asked if they had two more years left on the permit.

Mayor Voller said that was correct.

Commissioner Brooks said he did not know what the State standards were, or if they were in contact with the State, but it concerned him that they were about to spend \$2 million on upgrading the plant and it may not meet the new standards that were being adopted now.

Commissioner Harrington said whenever they get to the point that they wanted to go forward they would certainly verify that. He said the first thing would be to find out if what was being done now would meet those new standards.

Commissioner Brooks asked why they were not incorporating into the design those new standards being developed now.

Commissioner Harrington said he did not know that they were not doing that, and he would hope that the firms in the State who did such work would be aware of the new standards.

Commissioner Brooks said it was his understanding that they were not incorporating the new standards. Mr. Terry said the project that would certainly be in compliance with the higher standards was the 4" equalization basin. He said it was never the intent for this smaller project to refurbish the plant to meet those new standards, which could not be done for \$2 million. Mr. Terry said the changes being done would address a limited range of issues, such as wet weather overflows and the backlog of repairs and maintenance needed on the equipment. He said the only way to have made this project improve the effluent to the new standards was to have undertaken a total renovation of the entire filtration system as well as additional engineering work on the nitrogen levels. Mr. Terry said this smaller project was never meant to address those issues. He stated once the larger Hobbs & Upchurch project was completed and once the permit expired, they would be asking the State for a temporary extension to enable them to get into compliance with the new standards.

Commissioner Brooks stated he appreciated the way Mr. Terry had stated his response, noting it had provided some clarification. He said his goal was to make sure he understood it correctly and also that everyone else did as well. Mr. Terry said another benefit of the smaller project was they were permitted for 750,000 gallons a day and once the project was completed they would be able to take on more customers, which would include negotiating with Mr. Spoon and Mr. Steele regarding their developments that had already been through development review. He added it may mean temporarily lifting the moratorium in order to do that, but that could be addressed later. Mr. Terry said once the project was completed they should have between 100,000 and 150,000 gallons more capacity.

Commissioner Harrington said to clarify, there were limits on the phosphorus and the nitrogen that they were meeting now, but there were new standards coming into effect in two years that they would not be able to comply with. Mr. Terry said the issues regarding phosphorus and nitrogen were coming out of the proposed Jordan Lake rules. Commissioner Harrington asked were they not meeting them now, but under the old permits they were getting by. Or, he said, was that something that would be required at the new permitting time. Mr. Terry said at the end of their permit, the expectation was that the nitrogen and phosphorus requirements would change, and they likely would not be able to meet them at that time. He said they were meeting the limits imposed upon them now, but once the standard changed they would have some issues to address, unless they could ask for mercy from the State and get an extension while they continued to pursue the larger project.

Commissioner Baldwin asked if he was saying the standards for nitrogen and phosphorus would become more stringent. Mr. Terry stated that was correct. Commissioner Baldwin asked when the permit expired. Mr. Terry said in 2011, but was not sure what month. Commissioner Baldwin said the new wastewater treatment plant would likely be completed by then. Mr. Terry said that was their aim. He said he believed there were people with the State who understood the situation the Town was in, but at some point they would have to ask for that extension.

Mayor Voller said the justification for what started the process had changed over the last ten years. He said initially there was the impaired nature of Robeson Creek, and many of the issues were being addressed by various groups in town. Mayor Voller said it would seem reasonable to talk to DENR about changing that, and about perhaps getting the Town out of Robeson Creek altogether since he had conflicting information on that. Mr. Terry stated DENR's most recent position was that keeping Robeson Creek at its current levels was about right for impact, and part of the assumption was that they would continue to discharge up to 750,000 gallons into Robeson Creek.

Mayor Voller said they had set aside some money from grant funds, and asked what would be the amount required to get it up to specifications. Mr. Terry said he had specifically asked that question of Mr. Glendale, and he was very emphatic that they needed to complete the project as planned. Mayor Voller suggested taking the issue to Mr. Freeman, the new Secretary. He said the State would soon be receiving federal stimulus dollars to address clean water, and believed they could compete for some of those funds. Mayor Voller said they had also committed to helping Sanford get sewer, and believed they should ask the County to join them by helping to offset the \$4.5 million cost to run sewer to Sanford. He said that seemed reasonable since it appeared the Sanford area was where most new jobs would be created.

Commissioner Brooks said he had wanted to make sure that the Town would be able to eventually meet the new standards, and it appeared that there was a plan in place. He said there was a man with 30 years experience who had provided maintenance at the waste water plant in the past, although he had now taken another job. Commissioner Brooks said if they had an experienced maintenance man who could continue to provide maintenance both at the water treatment plant and the wastewater plant he believed they would see some real improvements for a minimum amount of money. He said they could have possibly kept the experienced maintenance person but they had no funds budgeted to do that. Mr. Terry stated when the mid-

year budget report was presented the Board had talked about freezing positions. He said they had created a utility systems maintenance mechanic position for this fiscal year which was vacant, but it had been frozen until the next financial report was presented, which would be about three meetings from now.

Commissioner Brooks said when that came back up he would like the Board to consider filling that vacancy.

Mayor Voller agreed they should do that, but they all understood after the presentations from Hydrostructures, Stearns and Wheeler, and Hobbs and Upchurch the issues with flows at the plant and why this project needed to be done. He said they had a 750,000 gallon a day permit but the plant was only able to produce 450,000 gallons. Mayor Voller said they really needed to move forward on something else that would hedge that bet because he did not feel confident that they were going to have a 4 million or 3.2 million gallon per day plant available anytime soon.

Mayor Voller said that Commissioner Walker had reminded him that if they produced treated waste water, 3M could use that just as well as what they used now. Mr. Terry said that 3M was not the issue, that the issue was if the standards changed at the expiration of the permit that they would have to ask the State for forgiveness and to extend the permit, which he believed was possible to do.

Mayor Voller stated that was an opportunity for the Town to go to the State and perhaps get participation in this process by showing some leadership and what they were willing to do technologically. For instance, he said, there was some pre-treating of effluent that they could do as well as other things. He said he saw no reason not to take this problem and turn it into an opportunity.

Commissioner Harrington said he was glad that had been pointed out, noting he had not realized there was another hurdle they would have to jump when the State raised the bar. He said he would also like to have an ambitious sewer plant person to come into the plant and make a wish list of needs, for instance, what needed to be done to achieve capacity, or to see what technologies were available to help treat the flow, and the like. Commissioner Harrington said then they could get some basis of what it would cost to achieve certain things. He said in case the State did tighten up the standards, that person could come before the Board and tell them what they might do if they had to stick with the plant for a time.

Mayor Voller said they could actually take that old, tired asset and do some interesting things that would actually get some attention around the country, and perhaps the State would look at the Town somewhat differently and give them the opportunity to meet the regulations.

Commissioner Harrington said there were plenty of technologies available if they had the money to buy them, but he did not know what they were or how much they would cost. He said they needed to prepare for what would happen in two years. Mr. Terry said there had not been anything in the original project that would address the nitrogen. Commissioner Harrington said there was technology that would specifically address things like that, and they needed to be

thinking about if they had the capacity, what they might do to keep that plant going under some tighter specifications on discharge.

Mayor Voller said there was something called bio-remediation that was done on the back side of the plant where the water came out, which was not that costly, and it could significantly improve the quality of the water at the plant. He said there was the possibility they could partner with NC State or some other entity that would want to do that.

Commissioner Harrington said in any case, they needed a contingency plan. Mr. Terry said his contingency plan had been that when the issue came up, he wanted the Town to be able to say that they had a good record, that they had been working incredibly hard to get the plant running as well as it could run, that they were doing all of those improvements, that they were progressing with the new plant, and then pushing that through the State as hard as they could. He said he thought that would put them in a good position to make the case that they were being reasonable when they asked that the permit be extended for a year or perhaps two.

Mr. Terry continued his update:

- 3M Reuse Water Project – the Board received a report at its last meeting, and they were awaiting word back on the grant. The word they were getting back was positive, noting that the County would be the grant administrator. They hoped to be ready to award that project very soon.

Mr. Terry stated he had several comments to make regarding the stimulus package as it related to water and sewer. He said they had already had inquiries from the Public Water Supply section asking for letters of intent or interest regarding what the Town might want to do as stimulus package projects. Mr. Terry stated they had responded to that request; however, he was beginning to sense that the majority of the money would go to larger municipalities where they always had projects in progress or just beginning. He said he felt that way because, for example, from the Public Water Supply side they had sent in the letter of interest on February 4, and applications were due this Friday for the projects. Mr. Terry said they had been told not to make an application for a project that was not ready to go to bid by March 31. He said they did not have any projects on the water side that could be ready by then, but they might be able to get a downtown improvement project out to bid by then.

Mr. Terry stated they had wanted to apply for funds for a new water tower, but that certainly could not be ready by March 31. He said they had also considered replacing some asbestos pipe on US 15-501, but that could not be done by March 31 either. So, he said, the only projects he believed had a possibility of receiving stimulus money was the Credle Street basin project which was ready to go to bid, and the Stearns and Wheler project at the wastewater treatment plant. Mr. Terry said his fear was that most of the money on the water side would go to the larger cities.

Mayor Voller asked what about the components that had to do with the design of the wastewater treatment plant that had been waiting on the shelf for some time, or even the transmission lines or looping water lines.

Commissioner Walker said coming home tonight he had heard on the radio basically the same thing Mr. Terry had just reported, that was that water projects had to be ready and underway in 120 days.

Mayor Voller said that had also been said at the TARPO meeting, where almost nothing in Division 7 and 8 could qualify because they were projects that had been shelved and could not be ready in time to meet the deadline. Mr. Terry stated that cities such as Charlotte and Raleigh, and even OWASA in Orange County were continuously doing projects so they would likely be able to qualify.

Mayor Voller said with all the studies that Hydrostructures had done over the years there may be some things that could be put together, such as the looping of water lines since all the hydraulic studies had already been done. Mr. Terry said he believed that the project to address the downtown pressure issues would qualify, and they were working to get that application ready by Friday. He said the feedback from the State was that that project was a good candidate. Mayor Voller asked was there any indication in the stimulus package about pedestrian conveyance, or sidewalks. Mr. Terry stated he had not heard anything yet, noting the only State agency that had contacted the Town was the Public Water Supply and the wastewater people.

Commissioner Brooks said there had been a lot of studies done by the State and various environmental groups about all sorts of endangered species in the water around the area. He said that information was there, and wondered what would happen if they put forth a project that said they were in a developing mode, that their water and wastewater was antiquated in many ways and they were working to improve it, and they would like to have some funds to protect the species in those nearby bodies of water by improving their plant so that the discharge would not endanger those various species. Commissioner Brooks said he believed an application such as that could be put together fairly quickly.

Mayor Voller asked was he saying that they would apply for funds for a specific idea or a general idea.

Commissioner Brooks said recently the Town had been told they may run into problems with putting treated effluent in the Haw River because of the various endangered species. So, he said his suggestion was to ask for some funding so that they could improve their system so it would not endanger the river.

Commissioner Walker said that could be incorporated as a part of the overall study and project.

Mayor Voller said they may not get the funding but he did not see what it could hurt to have a well-written proposal that tied it down to the Town wanting to do what was right for the environment and that the project was shovel ready, so please fund it. He said the deadline was such that only those projects that were truly shovel ready would be able to get the funding, when that funding should really be going to the small towns. Mayor Voller said the stimulus package money, unfortunately, was not going to be going to the over 400 municipalities that were under 5,000 population in the State that had the majority of the wastewater and water problems. He said he did not believe that was the intention of the lawmakers, but it was an unintended

circumstance of the bill. Mayor Voller said the fact was that those small municipalities that were already having issues with their environment were not going to get the money that they needed, and it was going to be a shame because that would be another chance that would be missed. He said that Pittsboro had been trying for many years to get the funding to fix the problems, yet the stimulus money would be going for wish list projects that had been sitting on a shelf and weren't needed. Mr. Terry stated it was frustrating, but the State had been told to get the money out so that it could be spent.

Mayor Voller said the Credle Street basin project hopefully would be funded, and it would make an improvement. He asked why an uncomplicated project like looping the water lines which was basically ready to go could not be included. Mr. Terry stated they would not sit idly by and not submit any requests, noting they would ask for the funding for the Credle Street basin, Phases 3 and 4, and they would also be applying for a small water project for the downtown area to address pressure issues somewhat related to the new courthouse building. So, he said, they would have at least one water project and one sewer project to send in applications for, but could not say what the likelihood was that they would be funded.

Ricky Spoon, 2475 Redbud, Pittsboro, asked if the Stearns and Wheler project would be included. Mr. Terry said he would try very hard to get that in there. Mr. Spoon suggested that if it was submitted and they did get the funding, then he or Mr. Steele could pay for the overtime and Stearns and Wheler could perhaps subcontract it out to other engineers to get it ready on time.

Mayor Voller said he believed Mr. Terry should put all due pressure on Stearns and Wheler, noting it would be ridiculous for them to pay for the design project and not get it out sooner than later. Mr. Terry stated they were aware that the Town wanted to get the funding and what the deadlines were. Mayor Voller said he also believed that Commissioner Brooks had made a good point, and it would not hurt to put such an application forward.

## **2. Follow-Up Report on Park Land Dedication Associated with the Chatham Forest Subdivision.**

Mayor Voller asked to be recused.

Motion made by Commissioner Walker seconded Commissioner Harrington to recuse Mayor Voller and that Mayor Pro Tem Brooks preside over this portion of the meeting.

Vote   Aye-4   Nay-0

Mr. Terry said that this item was considered at the Board's previous meeting and the reason for tabling it at that time was Commissioner Harrington's concerns that they not reinforce past practices as a precedent, so the wording in the resolution should be modified. He said they had incorporated language in the resolution to address that concern so that the language did not reinforce that precedent and allowed them to set a benchmark for future park land dedication. Mr. Terry stated that Mr. Monroe was working to define the subdivision regulations so that in future cases they would deal with those types of issues at the beginning of the process.

Commissioner Walker asked if the change in the wording was satisfactory to Commissioner Harrington. Commissioner Harrington responded it was.

Motion made by Commissioner Walker seconded by Commissioner Bryan to approve the resolution.

Commissioner Brooks said that this was a good move in the right direction, but it was important to note that the way they handled land dedication and fees in the past was appropriate at the time. He said for example, when they had done May's Farm now Potterstone, they may have had a narrow view but their hopes were that there would be recreational amenities for the people who lived in the developments, and they were not looking at it from the broader standpoint of the community necessarily using those amenities. Commissioner Brooks said nevertheless, at Potterstone the Town had received a deed to all the properties that had once been a part of the railroad that went from Pittsboro to Moncure, and the plan was to use that for hiking or bicycling or whatever. He said as well, people were using the sidewalks provided and the Town had looked upon that as a form of recreation, and the sidewalk had been extended almost all the way to Horton School. Commissioner Brooks provided some information on some other improvements that had been provided by various developers, and said he had only wanted to point out that the way it had been done in the past had been appropriate at that particular time. He called for the vote.

Vote Aye-4 Nay-0

Motion made by Commissioner Harrington seconded by Commissioner Baldwin to readmit Mayor Voller into the meeting.

Vote Aye-4 Nay-0

### **3. Contract for Capital Campaign for Pittsboro Town Park (Paul Horne, Assistant Planner).**

Mr. Terry said that he wanted to remind the Board that this item had been tabled from the previous meeting because the Board had wanted Ms. Schwerin to provide a formal presentation as to their past experiences, and to allow Mr. Messick time to review the contract and suggest some alternate language. He said that Ms. Schwerin was present tonight, and that Mr. Messick had suggested some alternate language to the contract but it was not yet completed. Mr. Terry said tonight they were hoping the Board would express whether they were interested in the concept of a capital campaign, and if so if they would accept that 15% of the funds raised was an acceptable percentage. He said the resolution before the Board would authorize the Manager and Attorney to continue to negotiate the fine points of the contract and move forward.

Tami Schwerin of the Abundance Foundation stated that they were formed in 2006 and their mission centered around educating on local food, renewable energy, and community. She said they provided workshops on such things as cooking classes, teaching people to eat more locally, how to supply the local farmers, educating about bio-diesel plants, and other issues. Ms. Schwerin said they also provided economic development and agricultural tours every month and invited the Commissioners to participate at their convenience. She said they also provided

children's sustainability and energy tours and had many class groups coming from all over the Triangle to participate.

Ms. Schwerin stated they also worked on various programs, noting that if they were to participate with the Town on the park project they would consider that a program. She said programs she had worked on included a program that raised money for farmers in crisis, the Shakori Hills Festival, the Piedmont Bio-Fuel Co-Op, the Pittsboro Mural Project across from the General Store Café, food projects, and many others.

Ms. Schwerin provided a brief overview of her background and experience, including land development in Moncure and participating in the start-up of Chatham Market Place, and that she had started the Abundance Foundation from ground zero. She stated she believed the Town Park project would be an interesting project to work on with the Town of Pittsboro.

Planner Horne provided the following presentation:

### **Why a Capital Campaign?**

- Shortfall in Park Budget
- Necessity of Conserving the Town's Capital
- Poses an elegant solution, not a problem
  - Funds the Park without Town Capital
  - No financial risk to the Town
  - Model for future public/ private partnerships
  - Tangible Community Support has already been offered

Shortfall in Park Budget results in a loss of texture, features and a sense of completeness. Slides of Master Plan and Phase I were displayed.

### **What's In and What's Out:**

In: Phase One Components-

1. Multi-purpose Field
2. Group Picnic Shelter
3. Play Area
4. Paved Walking loop
5. Pedestrian Entrance
6. Gravel Parking

Out:

1. Rustic Structure with a Green Roof
2. Cedar Bridge
3. Woodland Enhancements
4. 12 x 12 Picnic Shelter
5. Shingles vs. metal Roofs throughout
6. Concrete Steps vs. Stone Steps for Main Entranceway
7. Overlook
8. Reduced Trail Widths with Higher Maintenance Surfaces
9. Landscape Plantings vs. Natural Areas

- 10. Climbing Boulder
- 11. Seating in Play Area

Phase 1 vs. Master Plan: Port-a-potty vs. preferred “Taj Mahal” restroom. Perhaps most importantly, the Town’s new Park should be exemplary not just perfunctory.

**Assuming a goal of \$50,000, how far will this go?**

Very Far:

- Some bigger ticket, “sexy items” that will be postponed otherwise.
- Some items which represent lifecycle savings
  - Architectural metal roof vs. shingles for 20’ x 45’ pavilion – cost is just \$3,600.
  - 4’ wide mulch trails at \$11/square yard vs. 6’ paved trail at \$25/square yard.
- A lot of small items which will add richness to the detail
  - Choice of material, ie. stone vs. concrete, landscape plantings vs. mulch beds, etc.

**What is being proposed?**

Organizational Structure:

- Town Project Manager coordinates the campaign and provides technical assistance.
- Abundance:
  - Solicits sponsors
  - Tracks finances
  - Provides PR and marketing
- Strategic Advisory Group
  - Conducts feasibility study
  - Provides advice, experience and a commitment to achieving project goals
- Phone consultant
  - Provides free insights based on a career’s experience of running capital campaigns
- Landscape Architect
  - Provides promotional materials and cost estimates

**Elements of this proposal: Staff & Community Role**

- Town staff will coordinate the plan and draw upon the following resources:
- Free phone consultations offering strategic support with a gentleman who has run capital campaigns for the YMCA for his entire career.
- A pool of volunteers to serve on a strategic advisory group including, but not limited to:
  - Don Lein of Chatham Parks Foundation
  - Frank Fitzgerald, President of the Chatham Soccer League
  - Forrest Greenslade, President, Board of Directors of the Chatham Artists Guild
  - Hopefully, one member of the BOC
  - Laura Lauffer, Green Building Program Coordinator of CCCC
  - Hopefully, a representative of the PARAB
  - Bryson Powell of East West Partners, the developers of Powell Place
  - Megan Bolejack, Active Chatham President/County Health Department
- The Landscape Architect’s designers to provide promotional materials.

### **Elements of this proposal: Contractor**

- Tami Schwerin of the Abundance Foundation will provide the following services in exchange for 15% of net funds raised:
  - Doing the actual “ask” of potential donors
  - Provide thank you notes and tax receipts for donors
  - Market the Park and the Fundraising Campaign through:
    - Press releases in area publications
    - 1,500 member established email distribution list
    - Host a Web page with park information including instructions on how to donate
  - Possibly host fundraising events if the strategic oversight group deems such a strategy viable
  - Maintain transparent records of all funds collected
    - Frequently updated
    - Always available online via a Google Documents Spreadsheet
  - Conduct an informal feasibility study with the assistance of the strategic oversight group

### **Proposed Monetary Goal:**

- To raise \$50,000 to \$100,000.
  - The exact figure is to be determined by the feasibility study conducted by the contractor/project manager and the strategic oversight group.
  - To be informed by Phase 1 alternates afforded by additional funds

### **How? Keys to Success for this Campaign - Plan, Methodology and Tone**

#### **Plan**

- To focus on the large donors
  - Goal is to raise:
    - 10% of goal with the first gift
    - 50-60% of goal with first 10-15 gifts

“The initial focus will be on helping the community, spirited individuals, corporations, and foundations with the most potential to contribute to the Town Park, an easy vehicle to make their contribution.”

#### **Methodology Detail:**

- Have the strategic advisory group and consultant conduct an informal Feasibility Study
  - To refine the specific goal
  - To determine who the key potential donors should be and to evaluate their potential to give
- Prepare a Prospect Package including the following elements:
  - A letter of endorsement from the BOC and Mayor
  - A Park Vision Statement
  - A Park Master Plan
  - A Plan showing our Phase 1 Wish-list Plan (simply called Phase 1)
    - (flushed out to include improvements that our goal would allow)

- (LHPA is working on this now)
  - A list of ala carte park features with their price tags attached
  - If the plan involves different “levels” of giving, as determined by the strategic advisory group and approved by the Pittsboro Board of Commissioners, then that information would be included as well.
  - A note indicating that someone will call to request an audience
- Use the Prospect Package and follow up visit to solicit funds
  - 2 people, the “asker” and someone to answer technical questions
- Simultaneous with solicitations will be a PR Campaign to raise awareness about the park and it’s need for additional funding
- After the large donors have been approached, smaller donations will be sought via the web and email media campaigns.
- May consider events if deemed to have a favorable ROI

### **Tone**

- Tone toward potential donors is respectful and proposed as an opportunity to leave a legacy for future generations in this park, to increase recreational opportunities and to contribute toward the quality of life of our Town. Business owners have an interest in being perceived as good corporate citizens and this park is an opportunity for them to show their community support.
- There will be no cold call phone solicitations at all. Everyone hates pushy solicitors and we don’t want the Town associated with this type of activity.
- There will be opportunities, via the PR campaign for those with an affinity toward Parks to contact us in order to donate money, assist with fundraising, or provide in kind services.

Mayor Voller said a lot of information had been provided and a lot of work had been put into that. He said “let’s put the rubber to the road” and bring some money into the Town for that project. Mr. Horne completed his presentation as follows:

### **Community Involvement**

- CCCC Green Building Program is teaching 2 classes which will have a hands on building component in the park
  - Green/ Living Roof
  - Rain garden for stormwater
- County Agricultural Extension Service
  - Al Cooke has agreed to maintain heirloom apple trees selected for good characteristics for a park by Creighton Lee Calhoon, a local Heirloom Apple expert.
- Chatham Soccer League
  - has agreed to provide ~\$10,000 worth of soccer goals.

### **Anticipated Questions**

- Q: Can’t we reduce costs through creative solutions and resourcefulness?
- Q: Isn’t there a community group or volunteers that can run a fundraising campaign for free?

- Q: Can't Town staff do the fundraising?

**If not this...**

- What are our alternatives?

**Options**

- Accept a lower grade park
  - May have negative implications for future PARTF grants
- Use general funds
- Raise taxes
- Propose a bond referendum

Mayor Voller thanked Mr. Horne for his good work. He asked Mr. Terry what he needed in order to move forward and work out the details. Mr. Terry said the resolution provided in the packet would allow he and Mr. Messick to go forward with a contract as just described by Mr. Horne, with a 15% fee to the Abundance Foundation.

Motion made by Commissioner Harrington seconded by Commissioner Walker to approve the resolution authorizing the Town Manager to enter into a contract with the Abundance Foundation to conduct a capital campaign for the new park located in Powell Place.

Commissioner Brooks said he had thought the resolution they were discussing was to give Mr. Terry and Mr. Messick authorization to address some of the concerns Mr. Messick had outlined in his letter to the Board.

Mayor Voller said the way the resolution was written authorized them to iron out those details and when that was done a contract would be signed.

Commissioner Brooks asked would that contract be brought back to the Board for approval or disapproval.

Mayor Voller replied no, because he believed Mr. Terry and Mr. Messick were at the point where they felt comfortable with the contract. Mr. Terry said they had the basic contract but a few fine details needed to be worked out.

Commissioner Brooks said then if the resolution was adopted the Board would be approving the contract.

Mayor Voller said they would be approving the contract subject to whatever Mr. Messick and Mr. Terry work out and executed. Mr. Terry said if the Board was not comfortable with that he could certainly bring it back to the Board for review prior to signing. He said they had offered the resolution as a way to get started on the campaign as quickly as possible.

Commissioner Baldwin suggested amending the motion to say "negotiate in the interim."

Commissioner Brooks said he was just trying to understand what the resolution would do.

Commissioner Walker said as long as Item C under #4 regarding the fee did not change then he was fine with it.

Mayor Voller said he believed Commissioner Brooks' concern was whether the Board would allow Mr. Messick and Mr. Terry to iron out the final details and execute it without it coming back to the Board first. He said he believed they wanted to get started immediately because the "window was narrowing." Mayor Voller said he personally did not see a lot of risk for the Town.

Commissioner Baldwin said if it said "a resolution authorizing the Town Manager to negotiate and enter into a contract..." would that provide some clarification?

Mayor Voller asked for Mr. Messick's opinion. Mr. Messick stated he was comfortable with the way the resolution was written now, noting the result would be the same. Mayor Voller said since Mr. Messick was the one who had raised concerns, if he was now satisfied then he believed the Board could move forward. Mr. Messick said having the commission capped so that it did not exceed that 15% was the key.

Several Board members suggested adding the phrase "not to exceed" before the 15%.

Commissioner Brooks said he had no problem with the 15%, and he had no problem with the concept of having a park at Powell Place. He said he wanted to be optimistic, but worried that if they went to the public and told them that they wanted to build this park, gave them the drawings and the public was enthusiastic and then perhaps only \$40,000 was raised, wouldn't the Town then have a moral obligation to come up with the rest of the money? Commissioner Brooks said if he contributed \$100 to form a Little League, then a Little League had better be forthcoming. He said if they did this and the necessary funds were not raised, the public would still have the expectation that the park would be forthcoming.

Mayor Voller stated their only obligation would be to do what was in the plan for Phase I, and funds raised through the campaign would provide some additional amenities that would improve the park. He said he understood what Commissioner Brooks was saying, and the Town was not saying they would be able to provide all the amenities on the add-on list, but 85 cents out of every dollar raised would be used to provide some or all of those amenities. Mayor Voller said he did not see how the public could construe that as a promise to provide all the add-ons. He suggested that perhaps they could display a billboard with a thermometer which showed the campaign's progress as funds were raised. Mayor Voller said if they only raised \$10,000 then that would be used to buy what they could, but if they got all of it, then they would provide all the amenities.

Mr. Terry said at the end of the capital campaign, it would be appropriate to come back to the Board and report how successful it had been and to ask how the Board wanted the funds to be spent. He said staff could provide the estimated costs of each amenity so that they could be prioritized, and then when the architect came back with his plan the alternates could be added.

Commissioner Brooks said he would vote in favor of the resolution if he could get a promise that the public would not be told that all of the amenities described would be provided. He said the information had to be presented so that there was no confusion that the public would get something that they might not get. Tami Schwerin stated the information would be clear that the park was in many pieces, and certain amounts raised could get you this or that.

Mayor Voller stated the public was already getting a great deal by having the Board work for the small amount of money they were paid, and he was right now pledging to sign over his next paycheck from the Town to the capital campaign for the park. He said that Commissioner Brooks was correct in that they wanted the public to get what they expected, and if the campaign only raised a small amount it would still be more than they would have had otherwise.

Commissioner Brooks said he believed the public was somewhat dubious of government to begin with, and he did not want the Board adding to that. He said he wanted some assurance that that would not happen.

Mayor Voller stated he did not believe that the mistrust was with local government, but was with governments above the local level where it was so hard to communicate. He asked was Commissioner Brooks comfortable with calling for the vote on the resolution.

Commissioner Brooks replies yes, he was.

Commissioner Harrington stated that since they were not guaranteeing Abundance any money, he did not believe they should place a cap on what they got, and that was in the contract. Mr. Horne stated that the entire contract was subject to negotiation. Commissioner Harrington said since the Town was not guaranteeing them an amount for taking the project on, he did not believe they should cap what they received if they did well.

Mayor Voller agreed that they should not place a cap on the fee if the campaign was successful. He called for the vote.

Vote Aye-5 Nay-0

## **NEW BUSINESS**

### **1. 3M Reuse Water Project Utility Easement.**

Mr. Terry said there had been easement issues related to the 3M project, and they had been negotiating with 3M about the easement from US 15-501 down to the tank site. He said the resolution would allow for the execution of the easement agreement.

Mayor Voller asked Mr. Messick if all issues with 3M had been resolved, and if there were any other property owners who were involved. Mr. Messick replied he believed the issues had been resolved, and there were no other property owners involved. Mayor Voller said if 3M gave the Town the property then the lease would become a moot point. Mr. Messick said that was correct. Mayor Voller asked where that now stood. Mr. Messick said that 3M wanted to see

some action before they moved on that. Mayor Voller said then 3M wanted to see something on the table. Mr. Messick said that was correct.

Motion made by Commissioner Walker seconded by Commissioner Baldwin to approve the resolution for the 3M Water Project Utility Easement.

Vote Aye-5 Nay-0

## **2. Lease Agreement: Storage Tank Site for the 3M Reuse Water Project.**

Mayor Voller asked if Mr. Messick had any comments on the lease. Mr. Messick replied no.

Motion made by Commissioner Walker seconded by Commissioner Baldwin to approve the Lease Agreement regarding the Storage Tank Site for the 3M Reuse Water Project.

Vote Aye-5 Nay-0

## **3. Budget Amendment: Police Car Replacement.**

Mr. Terry stated that this item related to an accident that happened several months ago, and the company that had totaled the car had now paid the Town \$11,575 and those funds had been deposited into miscellaneous revenues. He said the budget amendment would move that insurance money back into the Police Department's budget, and they would then move some existing funds around to provide the Chief enough funds from his existing budget to replace that car. Mr. Terry said rather than shopping around for a used vehicle, the Chief had proposed a new smaller vehicle, an Impala.

Commissioner Brooks asked what was the difference between what they received from the insurance company and what it would cost to replace the car. Mr. Terry said he believed the difference between the insurance claim and the cost of a new vehicle was estimated at \$10,000, and the Chief already had \$5,000 in capital funds that could be put towards the new vehicle.

Mayor Voller said the Town did not get into big police chases, but it was appropriate that the Town had police cars that were similar to what other police and sheriff's departments around the country were using. He said he believed they should explore that, although their job was to patrol and not to chase people across long distances. Mr. Terry said he believed the replacement vehicle would cost them about \$21,000, where a Crown Victoria would cost about \$28,000. Mayor Voller said he hoped that in the future they would spend less on cars and more on the officers themselves and keep them longer. He said he believed that was the better investment.

Commissioner Brooks said the officer driving the car when it was wrecked was not charged, but he was still opposed to officers driving vehicles home. He said doing so in this case was costing the Town \$10,000 and they would likely not get as good a vehicle as they had had as a replacement. Commissioner Brooks said it bothered him that in these tight times that they were still allowing that to happen. He asked was there a limit to how far the officers could drive the cars while off duty. Mr. Terry said he believed it was 15 miles. Commissioner Brooks said that

one officer lived in Durham and one in Vance, and asked did they take their cars home. Mr. Terry said they had some officers who lived outside of that range and as far as he knew they did not take their vehicles home.

Commissioner Walker said that was certainly something they needed to look at and possibly address when they worked on the budget.

Commissioner Brooks said that the officers risked their lives and worked hard for a small amount of money, but at the same time the Board had to be fiscally responsible to the taxpayers.

Commissioner Harrington asked how they had gotten by without that vehicle for the last three months. Mr. Terry stated the officer was driving the Chief's spare vehicle which had about 140,000 miles on it.

Mayor Voller said he still hoped that they could move towards more fuel efficient vehicles. He said he was not against the officers having the perk of a take-home vehicle because of what Commissioner Brooks had said about the risk to their lives and the pay, but it was something that had to be evaluated especially if they had an issue with gas prices rising again or other energy concerns. Mayor Voller said frankly, he would hope that they could get to the point where their officers lived either in the ETJ or the Town. But, he said, housing costs and other concerns limited those options.

Motion made by Commissioner Walker seconded by Commissioner Baldwin to approve the budget amendment regarding the Police car replacement.

Commissioner Brooks asked was Chief Collins in agreement to purchase the Impala. Mr. Terry stated yes, noting that the issue of smaller cars had been raised over a year ago. He said it had been the Chief's suggestion to purchase the Impala.

Commissioner Harrington asked if the price quoted was with the vehicle completely outfitted including a screen in the back. Mr. Terry stated it was for a fully fitted police vehicle. He said there were some items that could be transferred from the wrecked auto, for instance the radio.

Commissioner Brooks said they had gotten a good deal from Phillips Motor Company on the Fords, and he hated to see the Town become too fragmented because Phillips had been outfitting and servicing the cars. He said he did not know who would be servicing the Impala.

Mayor Voller said he would hope that Mr. Terry and Chief Collins would be on top of that. Mr. Terry said he believed that Phillips might be happy to provide the same types of service on the new vehicle. He said if that was not possible, there were other alternatives.

Mayor Voller called for the vote.

Vote Aye-5 Nay-0

## **Mayor Updates**

Mayor Voller said tomorrow he would be attending a meeting in Raleigh dealing with planning and growth, and he would bring back to the Board information from that meeting. Regarding the RPO meeting, he said it appeared they would not get much from the stimulus package, although they had gotten support for their sidewalk program, noting that the CMAQ was done.

Mayor Voller said one issue that had come up was the yellow signs downtown that reminded drivers of pedestrians, and those signs were not exactly attractive. Plus, he said, the Hardee's sign had been erected again. Mayor Voller said he had received a letter from Mr. Blakely after the Town had raised the issue, and it was curious that after the issue had been raised by the Town as well as the RPO, and after all the leaders from the other four counties had said they wanted to be informed about the signs, that all of a sudden those signs had been erected. He said when he had asked about it, Paul Black, the new liaison at TJCOG, said that if it was an historic district their rules were going to supersede DOT's, and if they wanted TJCOG's help with that, they would be happy to do so. Mayor Voller said it was particularly gaudy and rather ugly to have 15 signs surrounding the courthouse which was the most beautiful architectural feature in the Town as well as historic, and the signs made it look like a cheap fair. He said the whole issue with the Hardee's sign was another issue and was of concern to many of the merchants.

Mr. Terry stated when the Town had taken down the Hardee's sign, apparently that had become a bigger deal than what Mr. Blakely had led them to believe. He said he did not know what the resolution of any of the signs would be, but agreed with the Mayor that the signs in the circle downtown made it look like a sign farm.

Mayor Voller said they would keep the Board informed about that issue.

### **Commissioner Concerns**

Commissioner Harrington asked how the Web site was coming along. Mr. Terry said they were making progress although it was coming along slowly. He said that they had one employee with some Web site design experience and that employee had taken the project on. He stated the Police Department was actually the farthest ahead, and he had personally taken on the task of the pages for the Mayor and Board of Commissioners. Mr. Terry said they were hopeful that they would meet the deadline.

Commissioner Harrington said then all the software was in place. Mr. Terry stated they were creating the text for the pages now.

Commissioner Harrington stated that he had talked with Frank Efird this week and he had been reminded that the water standards tightened again next year. He said if you looked at their yearly average they would have passed the 2004 limits for THMs. Commissioner Harrington said that next year they would have to make sure every site met the standards rather than achieving an average. So, he said, even if they were meeting their THMs today next year it would be harder. Commissioner Harrington said he believed the chloramination would help, but he believed it would be helpful to get Tim Bishop in to provide some ideas about their options and the cost.

Commissioner Walker said God help the current citizens of Chatham County with the current tax revaluations, and they had a lot of hard work in front of them to work on the budget.

Commissioner Brooks said they had not been very successful in dealing with the bureaucracy known as the Wildlife Department, noting they had not been very forthcoming. He said apparently they were experimenting with some kind of simulated shotgun blast to encourage buzzards to move over to this side of Town.

Mayor Voller stated there was a group of buzzards that hung around the top of the water tower at Chatham Forest, and wondered if they could damage the telemetry equipment.

Commissioner Brooks said on a more serious note, he wanted to make a motion.

Commissioner Brooks moved to respectfully request from the Chatham Record either print a retraction or a clarification of articles regarding Liquor by the Drink and the insinuation that the Town Board was in favor of it.

Commissioner Brooks stated there was an article last week that said that Siler City and Goldston was neutral on the Liquor by the Drink issue, but Pittsboro was responsible for it. Commissioner Brooks said all the Town had done was ask that they be included in a referendum. He said they had not come out in support of Liquor by the Drink, but had voted to be included in a referendum to allow citizens to choose.

Mayor Voller agreed that the Town had not come out officially for or against Liquor by the Drink. He said any Commissioner as a private citizen could go and work for or against that issue, which he was doing. Mayor Voller added that the County Commissioners had asked the Boards of Siler City and Goldston to submit something but had declined, but if it passed they would have Liquor by the Drink.

Mayor Voller suggested sending a copy of the actual letter and the minutes. He said that people were getting confused that the Town had endorsed Liquor by the Drink, which was not true. Mayor Voller said the he was in favor of Liquor by the Drink and was working to achieve that, but it had nothing to do with being Mayor and he had made that clear.

Commissioner Harrington said he had read an article last week that said the Town of Pittsboro had supported a referendum.

Commissioner Brooks said that was not how he had understood the article, and that was why he was making the motion.

Mayor Voller said he believed that Commissioner Brooks was referring to the characterization that the Town was the leader in the effort. He said the Town had only voted to ask the County to place it on the ballot so that citizens could make the choice.

Commissioner Walker suggested an amendment that said the Town of Pittsboro wanted to be included in a referendum to allow the citizens to vote on the issue.

Commissioner Brooks agreed to the amendment. He restated the motion as amended.

Motion made by Commissioner Brooks seconded by Commissioner Walker to respectfully request from the Chatham Record either a retraction or a clarification of articles regarding Liquor by the Drink and to clearly state that the Town Board had voted to support a referendum to allow citizens to vote on the issue.

Vote Aye-4 Nay-1 (Commissioner Harrington)

Commissioner Brooks resigned as Mayor Pro Tem, noting that he no longer felt comfortable in that role and would like to be replaced.

Motion made by Commissioner Walker seconded by Commissioner Bryan to accept Commissioner Brooks' resignation as Mayor pro tem.

Vote Aye-5 Nay-0

Motion made by Commissioner Harrington seconded by Commissioner Brooks to appoint Commissioner Pam Baldwin as Mayor pro tem.

Vote Aye-5 Nay-0

Mayor Voller said Grand Trees of Chatham was a new program that was coming forward, and it had been requested that the Board appoint a liaison to that group.

Motion made by Commissioner Walker seconded by Commissioner Bryan to appoint a member of the Planning Department to represent the Town on the Grand Trees of Chatham organization.

Vote Aye-5 Nay-0

Mayor Voller said he had received another complaint, bringing it to a total of five calls, about the condition of the AAC property with all of the trailers that had been brought in. He said the Town was being asked to do something about those empty trailers, because they were falling down and children were playing around them. Mayor Voller said he believed it was a Planning issue, and said to Mr. Monroe that they needed to look at their ordinance to see if it would address issues such as that.

Commissioner Brooks said he believed they had an ordinance that said if a property became overgrown that the Town could clean it up and then bill the property owner.

Mayor Voller said he would like the Board to authorize Mr. Terry to notify that property owner that they needed to reach some agreement to improve the property. He said it was not reasonable to have 50 trailers sitting at the entrance of Town just falling apart.

Ricky Spoon said that he had had numerous discussions with Joe Dye about that, noting that one of the trailers was actually sitting on the road and halfway on his property. He said he had asked on at least five occasions that the trailer be moved.

Mayor Voller said he wanted to say that Mr. Spoon had not been one of the five calls he had received. Mr. Spoon said he had suggested to Mr. Dye that they clean the place up and he had said they would have it bush hogged, but nothing had been done.

Mayor Voller said it was a nuisance, including attracting rats, and the neighboring properties did not need to have that nuisance nearby. Mr. Terry said he would suggest that a first letter be sent asking them to address it and see what the level of response might be. He said they could then move forward from there with perhaps with stronger requests if no action was taken.

Motion made by Commissioner Brooks seconded by Commissioner Walker to authorize the Manager to send a letter to AAC requesting that the appearance of the property be addressed by removing all the empty mobile homes from the property and that the property be cleaned up because it was an eyesore and a nuisance and created potential safety hazards.

Jack Stevens, 145 Hillcrest drive, said that he knew of someone who might be interested in taking over the trailers to retrieve the scrap metal. He asked who to contact to determine that.

Mayor Voller stated he would need to contact the Town Manager so that he could be put in touch with the owner of the property. Mayor Voller called for the vote.

Vote Aye-5 Nay-0

FYI

- Information Report: Comments from Dr. Phil Singer, UNC Chapel Hill and Dr. Marc Edwards, Virginia Tech, on Pittsboro Water Issues
- Amendment to the Engineering Agreement for Design of the Disinfection Byproducts Reduction Project
- Draft Chloramination Notice Brochure
- Mr. Max Cotten letter of February 13, 2009; RE: 3M Reuse Water Project
- Deed of Easement dated January 13, 2009 between 3M Company and the Town of Pittsboro

## ADJOURN

Motion made by Commissioner Walker seconded by Commissioner Bryan to adjourn the meeting at 9:40 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