MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, AUGUST 11, 2014
7:00 PM

Mayor Bill Terry called the meeting to order and asked for a moment of silence.

PLEDGE OF ALLEGIANCE

Commissioner Farrell led the Pledge of Allegiance.

ATTENDANCE

Members present: Mayor Bill Terry, Mayor Pro Tem Pamela Baldwin, Commissioners Jay Farrell, Michael Fiocco, Beth Wilson Foley and Beth Turner.

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Finance Officer Nancy Emslie, Chief of Police Percy Crutchfield, Planner Stuart Bass, Parks Planner Paul Horne and John Poteat Utilities Director.

INTRODUCTION OF NEW FINANCE OFFICER

Manager Gruesbeck introduced Nancy Emslie our new Finance Officer. Ms. Emslie said she was delighted to be here.

CONSENT AGENDA

Commissioner Baldwin said she would like item #2 (Parks and Recreation Advisory Board Appointments) to be removed from the consent agenda to New Business #1.

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to approve the consent agenda moving item #2 to New Business #1. The Consent Agenda contains the following items:

1. Approve minutes of the July 28, 2014 regular meeting.

2. Parks and Recreation Advisory Board Applications. – **Moved to New Business #1.**

3. Approve Resolution designating authorized signatories for withdrawals from depositories of the Town of Pittsboro to add the new Finance Officer.

Vote Aye-5 Nay-0

A RESOLUTION DESIGNATING AUTHORIZED SIGNATORIES FOR WITHDRAWALS FROM DEPOSITORIES OF THE TOWN OF PITTSBORO IS RECORDED IN THE BOOK OF RESOUTIONS NUMBER ONE, PAGE 115

REGULAR MEETING AGENDA

Mayor Terry requested that a third topic be added to the closed session to read: and instruct staff concerning the price and terms of contract concerning acquisition of real property (GS 143.318.11(a)(5).

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve the regular agenda with changes adding New Business #1 and a third topic to the closed session.

Vote Aye-5 Nay-0

CITIZENS MATTERS

None

NEW BUSINESS

PARKS AND RECREATION ADVISORY BOARD APPLICATIONS

Commissioner Baldwin said she anticipated more people would have submitted applications. She would like to ask that all but the ETJ individuals be approved and that we re-advertise the ETJ seats.

Commissioner Farrell said he agrees with Commissioner Baldwin. There is an individual that is listed in the ligation we are going through that has applied for this board.

Commissioner Foley asked Attorney Messick if it was a problem to have someone on the park and recreation board that is participating in a lawsuit against the town. Attorney Messick said only if you think so. Commissioner Foley said she thinks Dee Reid has done a great job on the board and doesn't have a problem with her continuing to serve.

Mayor Terry said maybe we should look at this for all advisory capacities. Because we also have an ABC Board member that is a part of the lawsuit. He said maybe we should table this until the next meeting after conferring with the Attorney.

Commissioner Fiocco said if that is the consensus of this board, he does not agree. He said he doesn't object to a member of the board being apart to the lawsuit. His concern is that on numerous occasion that member of the board has been in these meetings and disrupted this board. He thinks that shows a great disrespect and lack of decorum and this is his concern. He wants a board member to be able to listen to and look at other prospectives and not demand that their prospective be the sole prospective.

After discussion a motion was made by Commissioner Baldwin seconded by Commissioner Foley to table this until the next meeting and re-advertise for the vacancies.

Vote Aye-4 Baldwin/Farrell/Foley/Turner
Nay-1 Fiocco

OLD BUSINESS

CHATHAM PARK MEDICAL OFFICE BUILDING (SITE PLAN 2014-03) (STUART BASS)

Planner Bass stated the proposal is presented as a Site Plan for review and approval. The plans have been reviewed in accordance with the Town's applicable development ordinances by the appropriate departments. He said the Planning Board recommends approval.

After discussion and questions a motion was made by Commissioner Fiocco seconded by Commissioner Farrell to conditionally approve, subject to final review and approval of utility details. Project is also subject to issuance of a Stormwater Permit authorized by the Town Engineer.

Vote Aye-5 Nay-0

BELLEMONT POINTE APARTMENTS (SITE PLAN 2014-05)

Planner Bass said the proposal is to construct four apartment buildings totaling seventy six units. He said the project is subject to issuance of a Stormwater Permit authorized by the Town Engineer. He said all other requirements as detailed in the MP proposal date, November 22, 2006, as approved by the Pittsboro Town Board of Commissioners remain in effect and binding.

The Planning Board recommended approval at its July 2014 meeting.

After discussion and questions a motion was made by Commissioner Foley seconded by Commissioner Turner to approve the site plan subject to final review and authorization of technical utility details and the issuance of a Stormwater Permit authorized by the Town Engineer.

Vote Aye-5 Nay-0

CAPITAL PROJECTS REPORT

MANAGER'S UPDATE ON CAPITAL PROJECTS

Manager Gruesbeck said a couple of items that was not on the report he submitted.

Manager Gruesbeck said we received a request from Chatham Forest for traffic calming devices on Chatham Forest Drive. He checked with the Town of Cary and they have a request process for addressing these requests and he would like for Pittsboro to have some sort of policy in place.

Manager Gruesbeck said David Long (Facilitator) is available all except one day in the month of September. He wanted to know if the board would like to schedule a retreat.

After discussion the board agreed to have a retreat on September 29, 2014 from 4-8 PM.

Manager Gruesbeck reported we have not received a confirmation letter from NCDOT on the Downtown Vision Plan.

Manager Gruesbeck reported staff will be opening bids for street resurfacing tomorrow.

NC 87/Elementary School Rd. Sidewalk – Summit Engineering noted a few issues with the NCDOT right-of-way. They are seeking some clarification.

East Street Sidewalk Extension bid opening will be on August 28, 2014.

Finance Officer started to work on August 4, 2014.

Manager Gruesbeck showed some of the smoke testing pictures.

Mayor Updates

- EDC
- RPO
- Solid Waste
- Fairground Association
- PBA/Downtown – meeting this Wednesday at 9 am

COMMISSIONER CONCERNS

Commissioner Farrell said he spoke with Eric about the property on Main Street that was discussed and he has plans to tear the house down and build a new house.

CLOSED SESSION

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to take a five minutes break and then go into closed session pursuant to GS 143-318.11(a) (6) to consider the qualifications, competence, and performance of the Town Manager (Annual performance evaluation.); GS 143-318.11 (a) (3) to consult with the attorney regarding pending litigations and (GS 143.318.11(a) (5) to instruct staff concerning the price and terms of contract concerning acquisition of real property.

Vote Aye-5 Nay-0

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to go out of closed session.

REGULAR SESSION

Motion made by Commissioner Baldwin seconded by Commissioner Turner to increase Town Manager Bryan Gruesbeck by 4.5% effective the first payroll in July.

Vote Aye-5 Nay-0

ADJOURNMENT

Motion made by Commissioner Farrell seconded by Commissioner Turner to adjourn at 10:00 p.m.

Vote Aye-5 Nay-0

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William G. Terry, Mayor

ATTEST:

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Alice F. Lloyd, CMC, NCCMC
Town Clerk

DRAFT