



# PITTSBORO POLICE DEPARTMENT

**Chief Percy T. Crutchfield**

635 East Street P.O. Box 759 Pittsboro, NC 27312

office: 919-542-3200 ext. 33

fax: 919-542-3786

## MEMO

To: Mayor Perry, Mayor Pro-Tem Baldwin and Board of Commissioners  
From: Percy T. Crutchfield, Chief of Police  
CC: Bryan Gruesbeck, Town Manager  
Alice Lloyd, Town Clerk  
Paul Messick, Town Attorney

Date: October 6, 2016

**Ref: St. Bart's Episcopal Church Fall Fun**

**Background:** Saint Bartholomew's Episcopal Church is planning a festival "St. Bart's Episcopal Church Fall Fun Fest" on Saturday, October 22, 2016 from 4:00 to 8:00 pm. The event is going to be located on the church property located at 204 West Salisbury Street and the section of Rectory Street right beside the Church. As part of the planned event they would like to use the section of Rectory Street between Salisbury Street and Hanks Street for some activities. Several visitors are estimated to attend supporting this Church event. Town Staff (Pittsboro PD and/or Utilities) will deliver and retrieve barricades and/or traffic cones on site. This should have little impact on commuter traffic on a Saturday since the section of street being blocked has no residences and/or businesses on it and traffic can easily detour around the block on Hanks and Salisbury Streets. I do not foresee any significant problems and we should be able to provide them with adequate measures to control traffic and pedestrians. The street closure would be from 3:00 pm to 9:00 pm to allow an hour prior to and after the event for setting up and clearing items from the street.

**Action Recommended:** Approve the resolution to temporarily close the section of Rectory Street as presented.