

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, NOVEMBER 14, 2016
7:00 PM

Mayor Cindy Perry called the meeting to order and called for a moment of silence and asked that we remember the life of Jennifer Cooper Bouldin.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Commissioner Farrell.

ATTENDANCE

Members present: Mayor Cindy S. Perry, Mayor Pro Tem Pamela Baldwin, Commissioner John Bonitz, Jay Farrell, Michael Fiocco and Bett Wilson Foley.

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Chief of Police Percy Crutchfield, Engineer Fred Royal, Finance Director Heather Meacham, Parks Planner Paul Horne, Planner II Victoria Bailiff and Planning Director Jeff Jones.

Mayor Perry stated some adjustments need to be made to the regular agenda as submitted they are:

- Add Ceremonial Agenda before New Business (Peace Week)
- Add New Business #3 – Accepting Donation of Land from Salisbury Pyle, Inc.
- Remove Old Business #3.
- Add a closed session pursuant to GS 143-138.11(a)(3) to consult with attorney.

Motion made by Commissioner Fiocco seconded by Commissioner Bonitz to approve the regular agenda as amended above.

Vote Aye-5 Nay-0

CONSENT AGENDA

Commissioner Fiocco had two corrections to the minutes on page 3: Third paragraph from the top should read: ... Commissioner Fiocco to go out of public.. and the second bullet from the bottom should read: ... NCDOT project is marrying... Motion made by Commissioner Foley seconded by Commissioner Fiocco to approve the consent agenda with the above corrections. The Consent Agenda contains the following items:

1. Approve Minutes of the October 24, 2016 Regular Meeting. **(approved with corrections above)**
2. Approve 2017 Town of Pittsboro Board of Commissioners Meeting & Events Schedule.

3. Approve Resolution to Award the Contract for the Pittsboro Elementary School Road Sidewalk Project.
4. Approve Resolution to Award the Contract for the NC 87 Sidewalk Project.
5. Set Public Hearing for a request to rezone property on NC 902 from RA-2 to R-A (REZ-2016-07) for November 28, 2016.

Vote Aye-5 Nay-0

2017 BOARD OF COMMISSIONERS MEETING SCHEDULE AND DATES FOR THE FALL STREET FAIR AND CHRISTMAS PARADE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 167

A RESOLUTION ACCEPTING BIDS AND AWARDING THE CONTRACT FOR THE PITTSBORO ELEMENTARY SCHOOL ROAD SIDEWALK PROJECT – NOVEMBER 2016 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 168

A RESOLUTION ACCEPTING BIDS AND AWARDING THE CONTRACT FOR THE NC 87 SIDEWALK PROJECT – NOVEMBER 2016 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 169

A RESOLUTION ACCEPTING BIDS AND AWARDING THE CONTRACT FOR MATERIAL TESTING ON NC 87 AND PITTSBORO ELEMENTARY SCHOOL ROAD SIDEWALK PROJECT – NOVEMBER 2016 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 170

REGULAR MEETING AGENDA

CITIZENS MATTERS

Ms. Lesley Oakley stated that she represents Church of Jesus Christ of Latter Day Saints (Chatham County). She invited the Board to be their guest at the annual Community Leader Luncheon held on Thursday, December 8, 2016 from 12:00 – 1:30 PM. They will be having the Apex Christmas Nativity Celebration – art from the Life of Jesus Christ Nativity Scenes from Around the World – Live Musical Performance.

COMMISSIONER UPDATES

Mayor Updates – Mayor Perry said she had the pleasure of being with the Scouts at a church in Pittsboro where they were having a merit badge workshop. She brought greetings from the Town of Pittsboro.

- Attended the 100th Birthday Celebration for Annie Brooks Matthews and brought greetings from the Town.
- The Town held the Street Fair since the last meeting.
- Took her grandchildren to Rock Ridge Park while they were visiting and they had a wonderful time.
- Was a Judge for the Chili Cook Off at the Senior Center
- EDC

- RPO
- Fairground Association
- PBA/Downtown – Commissioner Fiocco stated the PBA are beginning their holiday season and have the following events scheduled:
 1. Tree Lighting – November 20, 2016 – 4-6 PM
 2. Small Business Saturday – November 26, 2016
 3. First Sunday Artisan Fair – December 4, 2016 – 12 noon – 4 PM
 4. Town of Pittsboro Christmas Parade – December 11, 2016 – 3 PM
 5. Santa Goes on Trial – December 17, 2016 – Showing at 2:00 and 6:00 PM
- Triangle J Council of Governments
- Main Street – Commissioner Fiocco stated that the Main Street program has been working with the Town, NCDOT and Kimley-Horn to try to get the BMP and other improvements associated with the circle and three corners to marry each other and that is going well.
- Climate Change

CEREMONIAL AGENDA

Mayor Perry read the following resolution into the record:

A RESOLUTION BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF
PITTSBORO, NORTH CAROLINA HONORING NOVEMBER 9-16, 2016 AS PEACE WEEK

WHEREAS, the week of November 9, 2016 through November 16, 2016 is the week of Peace as proclaimed by the United Nations, and

WHEREAS, this week is a time to reflect on and recommit to honor human rights, philanthropy and tolerance for all people throughout the world; and

WHEREAS, Peace encompasses many venues for peacemaking: Peace in our private lives, with our relationships with each other, with our marriages or significant relationships, Peace in the political process, Peace between world government, Peace building in the environment, sustainable Peace and Justice throughout our community, our country and the world communities.

THEREFORE, BE IT RESOLVED, that the Town Board of Commissioners of the Town of Pittsboro, reflects and recognizes their hope for the Town of Pittsboro to be a peaceful community, and the Board recommit to strive for and achieve Peace in the many aspects of municipal government, interactions with constituents, employees, county and state governmental agencies and federal government agencies, for the betterment of the citizens and for the long term benefit of the Town of Pittsboro.

THIS RESOLUTION was approved at the regular meeting of the Board on November 14, 2016, and shall be entered in the public records for the Town of Pittsboro, indicating the Board's commitment to Peace.

Motion made by Commissioner Bonitz seconded by Commissioner Baldwin to approve the Resolution Honoring November 9-16, 2016 as Peace Week.

Vote Aye-5 Nay-0

A RESOLUTION HONORING NOVEMBER 9-16, 2016 AS PEACE WEEK IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 171

NEW BUSINESS

REVIEW COMPREHENSIVE PARKS MASTER PLANNING PROCESS (PAUL HORNE)

Parks Planner Horne stated that Nick Kuhn, Project Manager, AECOM is present tonight.

Mr. Horne said this Comprehensive Parks Master Plan is a very big deal, it will set the tone and guide development here.

The plan envisions active public engagement and participation. The planning process will guide policies, inform decisions, and provide an opportunity for the public to learn about the myriad values of parks, recreation, greenways and open-space.

Mr. Horne thanked the Board for their support and for funding it during the budget process and asked for additional funding in the next fiscal year.

Mr. Horne said the other part of this is that Chatham County Health Department have contributed \$12,000 to this project in order to promote positive health outcome for Pittsboro's residents. Alta Planning and Design will conduct a Health Evaluation component to the plan contracted separately.

Mr. Horne stated the Parks and Recreation Advisory Board has been consulted on this plan and has unanimously endorsed full funding of it, their resolution particularly mentioned the critical importance for systematic planning for parks as we face the prospect of rapid growth. They submitted the following letter for the record:

November 14, 2016

Pittsboro Board of Commissioners:

“The Pittsboro Parks and Recreation Advisory Board resolves to support fully funding the Parks Master Plan, which we believe is critical during this transformative time.”

The resolution above was unanimously passed during the October 12, 2016 monthly board meeting.

The plan will provide guidance and direction to civic leaders and residents about decisions that affect the needs, distribution, relationships, and development of parkland, recreation facilities, recreation programs, and other services within the Town of Pittsboro. The plan is intended to help today's leaders and residents make sound and fruitful decisions that will help the community maintain and enhance its system of recreational assets and opportunities within the city for years to come.

Sincerely,
Megan Bolejack
Pittsboro Parks and Recreation Advisory Board Chair

After discussion a motion was made by Commissioner Fiocco seconded by Commissioner Foley to approve the Resolution Authorizing the Town Manager to enter into contract with AECOM for the Comprehensive Parks Master Plan project and to enter into contract with Alta for the Health Evaluation component of the Parks Master Plan.

Vote Aye-5 Nay-0

A RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO ENTER INTO CONTRACT WITH AECOM SERVICES OF NC, FOR THE COMPREHENSIVE PARKS MASTER PLAN PROJECT AND ALTA PLANNING AND DESIGN TO PRODUCE A HEALTH EVALUATION COMPONENT OF THE COMPREHENSIVE PARKS MASTER PLAN IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 172

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to approve the Resolution Accepting the \$12,000 offer from the Chatham County Health Department.

Vote Aye-5 Nay-0

A RESOLUTION TO APPROVE ACCEPTANCE OF CHATHAM PUBLIC HEALTH DEPARTMENT GRANT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 173

REVIEW CONTRACT TO POTABLE WATER INTERCONNECTION STUDY (FRED ROYAL)

Engineer Fred Royal stated the purpose of this study is to take Chatham County Water Model and marry it with the Pittsboro Water Model.

He stated that Haw River is currently the sole water supply for the Town and that it is prudent to look at other potential sources of water supply for redundancy and to determine the most cost-effective alternatives when the Town begins to plan for water expansion in the near term.

The contract with McGill Associates will include marrying the Chatham County water model with the Town of Pittsboro water model and look at interconnection options (we think we have two) for up to 2 MGD of additional water for the Town.

Mr. Royal stated after completion of the project, staff will bring the results to the Board of Commissioners for a discussion.

Mr. Royal stated that Chatham County has agreed to a 50/50 cost and information share for this project. We have not received a MOU yet, but we expect to receive it. However, staff recommends executing the contract in order for McGill to begin the modeling work.

There was a discussion. After which, Commissioner Farrell asked why we go out of town and why we are not using Hydrostructures. They have the most knowledge on our water/wastewater system and piping in the ground.

Mr. Royal stated because McGill operates the County model which is primarily the model that is going to be used for this study. Our model is going to be used to connect it (they are going to look at notes). Hydrostructures will come in with peer review after they are done with main modeling.

After discussion a motion was made by Commissioner Fiocco seconded by Commissioner Bonitz to authorize the Town Manager to execute contract with McGill and Associates.

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

ACCEPTING A DONATION OF LAND FROM SALISBURY PYLE, INC. IN MEMORY OF JANE PYLE

Mayor Perry said a couple of months ago she was told Ms. Pyle's family would like to donate some land to the Town for public park purposes. The donation would revert to Ms. Pyle's estate in the event of any use other than conservation purposes.

It is a 0.34 acre parcel which contains a stream, trees and bamboo. The location is where the log cabin used to be, but the log cabin has since been removed to the Hobbs property where it is being used as a conference room.

Mr. Royal said it was a water project was built by NCSU with 319 funds.

Mr. Royal said it would take about \$2,000 to get it back in shape but after that it would be like any other park maintenance.

After discussion a motion made by Commissioner Foley seconded by Commissioner Baldwin to approve a Resolution Accepting a Donation of Land from Salisbury Pyle, Inc. in Memory of Jane Pyle.

Vote Aye-5 Nay-0

A RESOLUTION ACCEPTING A DONATION OF LAND FROM SALISBURY PYLE, INC. IN MEMORY OF JANE PYLE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 174

OLD BUSINESS

CHATHAM PARK ADDITIONAL ELEMENT REVIEW COMMITTEE UPDATE (JEFF JONES)

Planning Director Jeff Jones wanted to give the Board a quick check in on the progress of the committee. They have completed the first set of Elements and will be presenting at the November 28th Town Board meeting its recommendations.

The item for discussion is whether the Town Board is ready to set a Public Hearing on these Elements for November 28th and follow the schedule that was presented by staff in September.

Mr. Jones said there has been good attendance at most of the meetings. Two individuals off the board: Anthony Davis for none attendance and Joe Suprick because of the workload. The committee membership is now at 11 (Tyson Miller did not accept the appointment).

Committee Chair Jim Nass will present the recommendations at the next Board meeting and as part of that presentation the Town Board could hold a Public Hearing.

The schedule for reviewing all elements was to be as follows:

Review the Additional Elements in three groups:

1. Phasing, Parking & Loading, Signage, and Lighting
2. Open Space, Tree Protection, Landscaping, and Stormwater
3. Public Facilities, Public Art, Transit and Affordable Housing

Group 1 meeting dates: October 5th, October 19th and November 2nd

Group 2 meeting dates: November 16th, November 30th, December 14th and January 4th

Group 3 meeting dates: January 18th, January 25th, February 8th and February 22nd

After each set of elements reviewed by the committee the Town could then start the process of setting and holding a Public Hearing and the then sending on to the Planning Board for recommendation.

Group 1 target dates: November 14th set Public Hearing for November 28th. Planning Board recommendation on December 5th and to the Town Board of Commissioners on December 12th for Action.

Group 2 target dates: January 9th set Public Hearing for January 23rd. Planning Board recommendation on February 6th and to the Town Board of Commissioners on February 13th for Action.

Group 3 target dates: March 6th set Public Hearing for March 20th. Planning Board recommendation on April 3rd and to the Town Board of Commissioners on March 10th for Action.

While the committee is working through their process staff and any consultants the Town engages for various elements will be working to compile our comments and recommendations. The goal would be to mirror the committee's timeline for review of the elements.

Commissioner Fiocco said he is comfortable with scheduling the public hearing at the same time they receive the recommendations from the CP Additional Elements Committee on November 28, 2016.

Commissioner Fiocco said at the last Planning Board Meeting a member felt they were not in a position to provide commentary. They felt as though they were behind the eight ball. Commissioner Fiocco said he suggested to the Planning Board Chair that the concern be recognized and to see if a Planning Board Meeting could be scheduled prior to November 28, 2016.

Mayor Perry mentioned that Dr. Knappe from NC State will be on the agenda on November 28, 2016 and he has been on the calendar for some time.

Mr. Jones said the Planning Board wanted to review the transcript from the meeting where they made recommendations (to be sent to the Town Board) to make sure comments were captured correctly.

After discussion a motion was made by Commissioner Fiocco seconded by Commissioner Farrell to set a public hearing on Phasing, Parking & Loading, Signage, and Lighting Additional Elements for November 28, 2016.

Commissioner Bonitz said he has a little discomfort with scheduling the Public Hearing on November 28, 2016. He is sensitive to thoughts from the Planning Board that their concerns have not went to the Additional Elements Committee.

Commissioner Bonitz said he would prefer additional time and would like the Public Hearing on December 12, 2016.

Vote Aye-2 Farrell/Fiocco
Nay-3 Baldwin/Bonitz/Foley

Motion made by Commissioner Bonitz seconded by Commissioner Baldwin to schedule the public hearing on Phasing, Parking & Loading, Signage, and Lighting Additional Elements for December 12, 2016.

Vote Aye-5 Nay-0

REQUEST FOR HILLSBORO ST LAND USE DESIGNATION CHANGE (LUPA-2016-01) (VICTORIA BAILIFF)

Ms. Bailiff went over the staff analysis of the change.

Ms. Bailiff stated the Planning Board considered the amendment at their meeting on November 7, 2016 and in a 4-0 vote recommended to Approve. The vote for the request thought that the amendment was reasonable considering the potential benefits to the development to the Town of Pittsboro.

Ms. Bailiff state staff recommends approval of the proposed amendment, as the proposed amendment is consistent with the Character Goal of the Land Use Plan. Changing the designation to Traditional Neighborhoods would preserve the character of the Town as it grown. Maintain Pittsboro's community character, enhance quality of life, and protect existing neighborhoods.

The public hearing was held on the request on October 24, 2016. Three citizens spoke at the hearing, one in favor of the amendment and two opposed.

Motion made by Commissioner Fiocco seconded by Commissioner Foley to approve LUPA-2016-01.

Vote Aye-5 Nay-0

**WRITTEN RECOMMENDATION FROM THE PLANNING BOARD AS TO
PITTSBORO LAND USE PLAN AMENDMENT (LUPA-2016-01) IS RECORDED IN
THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 175**

**WATER EFFICIENCY POLICY, IRRIGATION AND WATER WASTE ORDINANCE
AND RECLAIMED WATER ORDINANCE FOR REVIEW**

Engineer Fred Royal introduced Jennifer Platt who will be making the presentation.

Mr. Royal stated the ordinances and policy is before the board tonight for consideration only, they are not asking that it be adopted.

Ms. Platt gave an overview of the draft ordinances that were submitted in the agenda packets. She stated they are still working on the Emergency Water Shortage Ordinance, because Triangle J is working on a drought policy which they plan to have completed in December. She stated they would bring the ordinance back to the Board sometime in early 2017.

After the presentation Commissioner Fiocco stated that he felt he needed more time to study the documents but he did have a few comments.

Commissioner Fiocco stated in the Reclaimed Water Ordinance it talks about “being available” to the property. He wonders what that actually means. It states that where it is available you are required to use it. He said if we are requiring it when it is put on the street we ought to provide it to that property so they can utilize it instead of paying for that connection.

Mr. Royal stated the intent is to require it if it’s available to your property. Which means if you don’t have access at your property you are not required to have it.

Commissioner Fiocco asked if a reclaim water line is in the street, is that technically available. Mr. Royal said yes. Commissioner Fiocco stated so then he would have to pay to get access to that pipe. Mr. Royal said yes just like you would with water and sewer.

Commissioner Fiocco said if we are putting it in the road let’s stub it to the parcels if we are going to require people to hook on. That’s why he feels it should be clarified. What he is saying is that doesn’t satisfy him as to what is “available”.

Mr. Royal said at some time the Town could consider extending reclaimed water to a certain business or neighborhood at the Town’s expense depending on how we feel it would benefit the Town.

Commissioner Fiocco mentioned town entry to the property. He said the civil penalties seems really extreme. Mr. Royal said they would be happy to take a look at that.

Ms. Platt said in theory it should be more cost effective to pay for reclaimed water instead of potable water.

Commissioner Fiocco said the capital expense could be problematic.

Commissioner Fiocco asked that under “Interruption of Service” that we have language that says if the town no longer provides reclaimed water in fact it is no longer a violation to use potable water for irrigation.

Commissioner Fiocco stated the Water Efficiency policy is goal oriented but there are a couple places where it is mandatory on page three (i) where it states “is required” the language should be modified. On page four (g) “shall be” should be changed. Shall means mandatory.

Commissioner Bonitz had questions about the “enforcement” section where it states Engineer or Assignee, how will that work. Mr. Royal said it is intended to be staff designees. He envisions it being Public Works, Engineer or their designee, it fall under that umbrella. He said it could say the Town Manager or his designee.

Mr. Royal said building inspections is willing to add something like this to their checklist. Commissioner Fiocco don’t think we want people to think its mandatory when it is not.

Ms. Platt said it’s their aspiration that it be highly encouraged.

Commissioner Bonitz said he has noticed all the markers on 15-501 especially around Alpha Install and wanted to know what was going on. Manager Gruesbeck said he can’t tell him what the flags are for. Mr. Royal said it looks like construction flags (gas or something).

Commissioner Bonitz said he agrees that we should voice our desires for two sidewalks and a bike lane on 15-501.

Commissioner Bonitz thanked Mr. Gruesbeck for his work getting us the EV Charging Stations grant. From what he has been hearing everyone else received \$10,000 but Pittsboro received \$20,000.

ADDITIONAL UPDATES AND REPORTS

MANAGER’S UPDATE ON PROJECTS

Manager Gruesbeck submitted the following update in the agenda packets:

Chatham Park PDD Master Plan: Sanford Force Main – Mr Messick and I will be discussing items for clarification on the Sanford force main agreement with you on November 14. DWI extended the submission of the revised PER for the force main to February 1, 2017.

Chatham Park PDD Master Plan: Reclamation Plant – Mr Messick and I met with representatives from Chatham Park and are reviewing a draft Memorandum of Understanding regarding a Wastewater Reclamation Plant that would be owned/operated by “Old North State Water Company” (ONSWI) or “EnviroLink.”

Sanitary Sewer Inflow and Infiltration (I&I) – Work began on the repair of sanitary sewer lines and manhole structures on November 14, 2016. More specifically, the work will include placing “sliplines” in sanitary sewer lines, repairing manhole structures and fixing leaks in private sewer cleanouts. Affected residences were notified (the door hanger was included in the agenda packet as an FYI).

Pittsboro Elementary School Sidewalk/NC 87 Sidewalk – A bid opening was held on October 18, 2016 for both sidewalk segments. You are reviewing the bid proposals for both projects during the November 14, 2017 meeting. We anticipate construction to begin on November 28, 2016, with a completion date on or before February 14, 2017.

Chatham County Housing Committee – The committee met on November 3, 2016 and began the process of understanding affordable housing issues in Chatham County with particular focus on the availability – or lack of – rental housing in Chatham County. The meeting materials were included in the Pittsboro Board of Commissioners Agenda materials as an FYI. The next meeting will be held in January in Siler City and will focus on defining goals and outcomes.

Dioxanne 1,4 – Dr. Knappe from NCSU will be attending the November 28, 2016 Town Board of Commissioners meeting to discuss his recent efforts to advocate for better source reduction and discharge limitation of the currently unregulated Dioxanne 1,4.

Electric Vehicle (EV) Charging Stations – The Town was notified last week that we are approved for \$20,000 to install four (4) EV charging stations at Page Vernon Park, Mary Hayes Barber Holmes Park, the Community House and the Town Hall. Once we have identified a potential contractor, I will return to the Board with a project budget and coordinate with Town Staff on remaining follow-up for the project. Staff will also present a funding agreement for your review in December 2016.

NC 87/Robeson Creek Bridge Replacement – NCDOT will be replacing the bridge crossing at Robeson Creek during the week of November 14. As we discussed earlier, the start date was anticipated for mid-October, but Hurricane Matthew has delayed the project. According to NCDOT, the project will close a portion of HWY 87/902 from Old Goldston Rd/Pittsboro Elementary School Road to Old Goldston Rd/Churchwood Ln. The completion date is expected to be July 12, 2017. The NCDOT contact for this project is Gary Phillips (919) 776-9623.

15-501 Widening - Staff will be attending a project scope meeting in Raleigh on December 6, 2016 to learn more about NCDOT's plans to widen 15-501 (north of Launis to Lowe's Dr). As you may recall this project is scheduled for 2019 construction and includes the installation of new sidewalk. Staff will report back to the Board ASAP.

Hurricane Matthew/FEMA Reimbursement – I will be attending a meeting on November 15 at Chatham County Emergency Operations to learn about our eligibility to be reimbursed for costs associated with managing Town expenses attributable to Hurricane Matthew.

Manager Gruesbeck mentioned they are forming a Rotary Club locally and if anyone is interested to please contact him and he will provide them with the information.

COMMISSIONER CONCERNS

Commissioner Farrell asked if anything had been worked at with Mr. Williams regarding the Memorial Park. Mr. Gruesbeck said no, but we will do it, it is just have we will formalize it with Chatham County. Mr. Williams also wants support from Siler City and Chatham County.

Commissioner Foley stated that Julia Kennedy has spoken with her about the trash being left at the dumpster in back of Main Street Station. Manager Gruesbeck said it was picked up last week. He stated the problem is it is becoming a community dumpster.

Commissioner Fiocco said documents marked draft in this package made it difficult to read. He would like staff to try another way of doing it.

Commissioner Fiocco praised Engineering/Planning/Public Works on the enhancement to their webpages. He said the development community will appreciate that. Manager Gruesbeck also pointed out that the Planning website also now includes 2016 Approved Plan, Current Plans Under Review and 2016 Approved Rezoning.

Commissioner Baldwin thanked Mr. Gruesbeck for the Housing Committee Report included in the packet. She suggested they all read over it. It was very enlightening.

Commissioner Bonitz asked that staff look into a google search engine for the town web page. Manager Gruesbeck said he would look at that.

Commissioner Bonitz said he has been told that for the credit card processing you have to be physically present he asked that staff look into the possibility that he can be done over the phone, even if the customer has to pay a small fee. Manager Gruesbeck said he would check into that.

Mayor Perry referenced the FYI items.

CLOSED SESSION

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to go into public hearing pursuant to GS 143-138.11(a)(3) to consult with the attorney.

Vote Aye-5 Nay-0

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

Vote Aye-5 Nay-0

REGULAR MEETING

Motion made by Commissioner Foley seconded by Commissioner Baldwin to adjourn.

Vote Aye-5 Nay-0

FYI –

1. Pedestrian Plan Update
2. Notice to Resident (Door Hangers for Sewer I&I Work)
3. Chatham County Housing Committee Meeting Materials & Notes

Cindy S. Perry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC
Town Clerk