

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, NOVEMBER 9, 2015
7:00 PM

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

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Commissioner Farrell.

ATTENDANCE

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

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Finance Officer Nancy Emslie, Chief of Police Percy Crutchfield, Engineer Fred Royal, Engineer Tech Michele Meyer and Planning Director Jeff Jones.

CONSENT AGENDA

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to approve the consent agenda as presented. The Consent Agenda contained the following items:

1. Approve minutes of the October 26, 2015 regular meeting.
2. Approve Supplemental Agreement for Sidewalk Construction on SR 1967 (Pittsboro Elementary School Road) (ER-2971H, WBS 3608.3.07)
3. Approve 2016 Board of Commissioners Meeting Schedule and Special Events.

Vote Aye-4 Nay-0

SUPPLEMENTAL AGREEMENT FOR SIDEWALK CONSTRUCTION ON SR 1967 (PITTSBORO ELEMENTARY SCHOOL ROAD) (ER-2971h, WBS 3608.3.07) IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 254-255

RESOLUTION TO APPROVE SUPPLEMENTAL AGREEMENT 9ER-2971H, WBS 3608.3.0.7) FOR SIDEWALK CONSRUCTION ON SR 1967 (PITTSBORO ELEMENTARY SCHOOL ROAD) IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 256

2016 BOARD OF COMMISSIONERS AND SPECIAL EVENTS SCHEDULE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 257

REGULAR MEETING AGENDA

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to approve the regular meeting agenda as submitted.

Vote Aye-4 Nay-0

CITIZENS MATTERS

Catherine Deininger – 124 Goldberry Lane, Pittsboro – stated about a month ago there was a worksession on the Conservation Ordinance Review Committees recommendation. At the end of the meeting the board stated the consultant should include the recommendations in the UDO and staff needed to look at a Natural Resources Committee. She was present to remind the board of this. This item was referred to the Town Manager.

OLD BUSINESS

REVIEW TOWN INFRASTRUCTURE CONSTRUCTION STANDARDS, SPECIFICATIONS AND DETAILS

Engineer Royal stated staff has worked to complete draft specifications as well as develop associated standard details. Mr. Royal stated the drafts need to be reviewed by the Town Attorney and Town Manager prior to finalization.

During the process they reviewed other existing specifications and have made revisions to meet current standards, change nomenclature, references, material notes and construction inspections requirements.

Mr. Royal stated he is recommending that the Board of Commissioners authorize the Town Manager to make administrative changes to these documents as deemed necessary and without further Board of Commissioner approval for efficiency of time. Example: text edits, formatting, Table of Contents, minor technical edits, etc. He feels with final staff reviews and minor edits, they will have these new and revised specifications and standard details finalized and posted on the website within (max) 60 days.

Mr. Royal stated the documents are 95% complete and they will come back and let the Board know when the documents are complete and placed on the website.

Commissioner Farrell asked if the revisions could be in bold throughout the documents because it is so hard to follow flipping back and forward to the spreadsheets. Mr. Royal said when they started they did not realize there were going to be so many changes.

Commissioner Fiocco said he would like to see the track change feature used in the documents.

After discussions, Mr. Royal said he would take comments over the next couple of weeks.

Motion was made by Commissioner Fiocco seconded by Commissioner Farrell to accept staff recommendation that the Board of Commissioners approve the proposed new Reclaimed Water

Specifications and Standard Details, new infrastructure acceptance policy and revised specifications presented tonight. And that the Town Manager is authorized to make administrative changes to these documents and finalize them without further Board of Commissioner review and approval.

Attorney Messick stated the bond for public infrastructure maximum is 125% not 150%. Commissioner Fiocco said that is one of the changes the Manager can make.

Vote Aye-4 Nay-0

UPDATES AND REPORTS

MANAGER'S UPDATE ON PROJECTS

Manager Gruesbeck stated staff has not been able to pick up leaves because of all the rain.

Staff is continuing to work on I & I issues. The bid for improvements on Toomer Loop came in less than the amount we were approved for. The Town asked for an extension and was given until February 1, 2016 to expand the scope and look at other areas.

Main Street Program – will meet with Kimley Horn on Thursday.

Continuing to look for space for Planning, Engineering. Will make a report at the next meeting or so.

Mayor Updates

- EDC – Tomorrow morning. Joint Commissioners Meeting will be on the 12th.
- RPO
- Fairground Association
- PBA/Downtown – Tree Lighting on November 22, 2015 from 5-7 and on December 19, 2015 Santa will be on trial at the courthouse.

COMMISSIONER CONCERNS

Commissioner Farrell stated citizens have voiced concerns about the upgrades in the traffic circle. He is concerned about how much narrowing there will be. He wants the board to really look at this before doing it. Both Commissioner Baldwin and Foley said they have been contacted with concerns about it also.

Mayor Terry said this is a NCDOT project and if we have concerns we should express it soon.

Mayor Terry asked when the punch list for Powell Place was going to be completed. Manager Gruesbeck said by March 31, 2016.

CLOSED SESSION

Motion made by Commissioner Farrell seconded by Commissioner Foley to go into closed session pursuant to GS 143-318.11(a)(3) to consult with the Attorney to discuss pending litigation.

Vote Aye-4 Nay-0

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

Vote Aye-4 Nay-0

ADJOURNMENT

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to adjourn at 8:25 p.m.

Vote Aye-4 Nay-0

William G. Terry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC
Town Clerk