

MINUTES
TOWN OF PITTSBORO
BOARD OF COMMISSIONERS
REGULAR MEETING
MONDAY, OCTOBER 13, 2014
7:00 PM

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

PLEDGE OF ALLEGIANCE

Commissioner Farrell led the Pledge of Allegiance.

ATTENDANCE

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

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

CONSENT AGENDA

Motion made by Commissioner Foley seconded by Commissioner Baldwin to approve the consent agenda as presented. There was a brief discussion on item #3. The Consent Agenda contains the following items:

1. Approve minutes of the September 22, 2014 regular meeting.
2. Approve Resolution authorizing the disposition of surplus property.
3. Approve Budget Amendment Ordinance.
4. Approve Resolution authorizing BB&T Commercial Card Application and authorize the BB&T commercial credit card application.

Vote Aye-4 Nay-0

A RESOLUTION AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 140

AN ORDINANCE AMENDING FY 2014-2015 BUDGET IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGE 53

A RESOLUTION AUTHORIZING BB&T COMMERCIAL CARD APPLICATION IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 141

REGULAR MEETING AGENDA

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

Vote Aye-4 Nay-0

CITIZENS MATTERS

None

NEW BUSINESS

TOWN OF PITTSBORO TRAFFIC CALMING POLICY (BRYAN GRUESBECK)

Manager Gruesbeck stated this policy was presented as a draft to see if he is moving in the right direction. The board said it was a good first start and they would like to study it longer.

After discussion Mayor Terry said the Board would like to digest it for a while. He said if the Board members have comments other than what was mentioned tonight to get them to the Town Manager.

OLD BUSINESS

PAGE VERNON POCKET PARK UPDATE (PAUL HORNE)

Rob Emerson went over a power point presentation update on the Page Vernon Park.

After a question and answer period the board agreed this park will be a great asset to downtown, that we need to look at more lighting options and that the bid document be prepared with the some add options.

UPDATE ON PARKS AND RECREATION, PLANNING BOARD ETJ ALTERNATE AND BOARD OF ADJUSTMENT ETJ VACANCIES

Mayor Terry said we only receive one application for the Planning Board Alternate. It was from Mike Watkins.

Mr. Watkins was present and said in full disclosure he was a plaintiff in the complaint filed against the Town and he is also a member of Pittsboro Matters.

At Mayor Terry's suggestion a motion was made by Commissioner Baldwin seconded by Commissioner Farrell to table this vacancy until such time as the court case has been solved.

Vote Aye-4 Nay-0

Commissioner Fiocco said the vacancy on the Board of Adjustment for an ETJ member needs to be filled so the board can meet. He would like to appoint Ken Hoyle. Attorney Messick said we need to recommend Mr. Hoyle to the County for appointment since he is an ETJ member.

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to recommend to the County Board of Commissioners that Ken Hoyle be appointed as an ETJ representative on the Board of Adjustment.

Vote Aye-4 Nay-0

Mayor Terry asked Manager Gruesbeck to send a letter to Chatham County.

Commissioner Fiocco said he would like to reappoint the Park and Recreation Advisory Board at the next meeting. He would like it placed on the agenda.

CAPITAL PROJECTS REPORT

MANAGER'S UPDATE ON CAPITAL PROJECTS

Manager Gruesbeck reported the Town has received a confirmation letter from NCDOT that the Town would not be responsible for the 20% standard match for the Downtown Vision Plan Project.

Manager Gruesbeck reported that street resurfacing has been completed.

Manager Gruesbeck said he has received the Mid-Year Board Retreat summary report from David Long and he will be emailing it to the Board.

Manager Gruesbeck said the top ranked issue identified during the Mid-Year Board Retreat was WWTP Capacity. Staff has begun working on that. They have created and will be sending out a RFQ for the project. We should expect a full report from the selected firm by October 2015.

Manager Gruesbeck said he included in the packet a memo from Soil & Environmental Consultants which outlines the process that will be used to identify stream locations in the Chatham Park PDD.

Manager Gruesbeck said work on curb/gutter that was discussed at the last meeting will be completed this week.

Manager Gruesbeck said staff has ordered new holiday lighting for the street trees and are scheduling the installation.

Mayor Updates

- EDC – Opportunity Chatham is on Friday
- RPO – Planner Bass reported
- Solid Waste
- Fairground Association
- PBA/Downtown – Commissioner Foley said they are considering having a Christmas decorating contest downtown. They also expressed disappointment that the Christmas Parade is being held on the first Sunday. There was a discussion about the lights on the trees and the type trees downtown.

COMMISSIONER CONCERNS

Commissioner Farrell said he has had residents to ask when leaf collection will begin and what the schedule will be. Manager Gruesbeck said it will begin the first week of November and a schedule is being prepared.

Commissioner Farrell said that Beaufort Tree Company has been in town (working for the power company) and have left a mess around.

Commissioner Foley said she has been told there is no information on the website about the Christmas Parade, who should people contact? Mr. Horne said there is general information on the website about the parade but the application is not normally placed on the web until after the Street Fair.

Commissioner Foley said she had one person complain about the way the trees were cut downtown.

Commissioner Fiocco said in the memo from S&EC he did not see a mention of what time frame of validity for the stream determinations. Mr. Royal said it is five years.

Mayor Terry stated the bank (Millbrook) at Mary Hayes Barber Holmes Park is badly eroded. Mr. Horne said it has been reseeded.

FYI –

1. RFQ WWTP Capacity and Expansion
2. Stream Identification Methodology
3. Planning Department 2013 Annual Report
4. Letter from NCDOT Regarding Downtown Vision Plan

CLOSED SESSION

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to go into closed session pursuant to GS 143-318.11 (a) (3) to consult with attorney regarding pending litigation.

Vote Aye-4 Nay-0

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

Vote Aye-4 Nay-0

REGULAR MEETING

Motion made by Commissioner Farrell seconded by Commissioner Baldwin to adjourn.
Vote Aye-4 Nay-0

William G. Terry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC
Town Clerk