

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, OCTOBER 26, 2015  
7:00 PM

Mayor Bill 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, Bett Wilson Foley and Beth Turner.

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Planning Director Jeff Jones and Engineer Fred Royal.

**CONSENT AGENDA**

Motion made by Commissioner Fiocco seconded by Commissioner Foley to approve the consent agenda. The Consent Agenda contains the following items:

1. Approve minutes of the October 12, 2015 regular meeting.
2. Approve Resolution Honoring Veterans and Men and Women Currently Serving in the Armed Forces of the United States of America.
3. Approve Resolution to Honor Charlie Horne for his Service to Chatham County.
4. Receive FY 2015-2015 Financial Reporting as of September 30, 2015.

Vote Aye-5 Nay-0

Mayor Terry stated Veteran Oakley Bennett would read the Resolution Honoring Veterans and he would read the Resolution Honoring Charlie Horne into the record.

Mr. Bennett read the following resolution:

**A RESOLUTION HONORING VETERANS AND MEN AND  
WOMEN CURRENTLY SERVING IN THE ARMED  
FORCES OF THE UNITED STATES OF AMERICA**

**WHEREAS**, The United States of America was founded on the principles of liberty, opportunity and justice for all; and

**WHEREAS**, America has called on her men and women in uniform to protect our national security, to advance our national interests and to preserve our rights and freedoms; and

**WHEREAS**, on Veterans Day we recognize the men and women of our Armed Forces past and present, who have valiantly defended these values throughout our Nation's history; and

**WHEREAS**, on Veterans Day we also remember and pay tribute to the millions of patriots whose courage and sacrifice have secured our freedom, beginning with those who suffered through the harsh winter at Valley Forge and up to those who are keeping the peace and defending our values around the globe today; and

**WHEREAS**, we honor all men and women currently serving in the military for their sacrifices; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Pittsboro Board of Commissioners does hereby recognize all veterans and the men and women that are currently serving in our armed forces around the world.

Adopted this the 26<sup>th</sup> day of October, 2015.

**A RESOLUTION HONORING VETERANS AND MEN AND WOMEN CURRENTLY SERVING IN THE ARMED FORCES OF THE UNITED STATE OF AMERICA IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 252**

Mayor Terry read the following resolution into the public record:

**A RESOLUTION TO HONOR CHARLIE HORNE FOR HIS SERVICE TO CHATHAM COUNTY**

**WHEREAS**, Charlie Horne has held the position of County Manager for nearly twenty (20) years; and

**WHEREAS**, Mr. Horne was a dedicated public servant to Chatham County's citizens, boards and staff; and

**WHEREAS**, the Town of Pittsboro has benefited from its relationship with Mr. Horne and his exemplary service to Chatham County; and

**THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF PITTSBORO** as follows:

1. The Town of Pittsboro hereby commends Charlie Horne and his nearly 20 years of service to Chatham County.
2. A copy of this resolution shall be presented to Charlie Horne.

Adopted this 26<sup>th</sup> day of October, 2015.

Commissioner Fiocco offered modification to read Mr. Horne “is and has been” instead of “was”. The Board agreed to the modification.

**A RESOLUTION TO HONOR CHARLIE HORNE FOR HIS SERVICE TO CHATHAM COUNTY IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 253**

**REGULAR MEETING AGENDA**

Mayor Terry stated Mr. Gruesbeck advised that #1 Old Business be pulled from the agenda at the request of the applicant.

Motion made by Commissioner Baldwin seconded by Commissioner Turner to approve the regular meeting agenda as submitted with #1 Old Business being removed.

Vote Aye-5 Nay-0

**CITIZENS MATTERS**

Cindy Perry – 259 Hillsboro Street – stated that she has been disappointed by some of the petty, not so petty and downright mean campaign tactics that have been use during this campaign. She feels everyone that has put their name down to run for office should be congratulated instead of condemned. She would like for everyone to come together in the next couple of weeks for all candidates.

Casey Mann – 185 Toomer Loop – thanked Cindy for her kind words. Ms. Mann said there is increased traffic on Toomer Loop and there are no speed limit signs. She would like speed limit signs and/or speed control device on the street. This was referred to Police Chief and Public Utilities Director.

**OLD BUSINESS**

1. Final Plat Review: Suttles Road Subdivision (SD-2015-02). (**Applicant asked that it be pulled from tonight’s agenda**)

**NEW BUSINESS**

**WASTEWATER ALLOCATION REQUEST: DENTAL OFFICE BUILDING LOCATED AT 360 WEST STREET (SP-2015-04)**

Planning Director Jeff Jones reported they have requested a wastewater allocation of 425 gallons per day to serve a 5,228 sq. ft. Dental/Office Building at 360 West Street.

Mr. Jones stated he expects to bring a Site Plan before the Board in December.

Motion made by Commissioner Fiocco seconded by Commissioner Foley to approve the wastewater allocation of 425 gallons per day for Suttles Road Subdivision and that a site plan come before the Board within one year to keep the allocation valid.

Vote Aye-5 Nay-0

Mayor Terry asked if a “remaining balance” column could be added to the spreadsheet. Mr. Jones said he would add it.

## UPDATES AND REPORTS

### MANAGER’S UPDATE ON PROJECTS

Manager Gruesbeck referenced the new visual equipment for the meeting room.

**Unified Development Ordinance** – Clarion Associates are finalizing the draft UDO which includes administrative, district and use regulations. Following edits and discussion with Staff, the Technical Advisory Committee will review the UDO and convene in mid-November 2015. Consultants will present the draft UDO to the Planning Board in December 2015 and maybe January for the Board of Commissioners.

**East Street Sidewalk** – A project close out meeting for the project has been scheduled with NCDOT for October 26, 2015 at Town Hall. (Was held today)

**West Main Street Watermain Break** – The area affected by the watermain break was repaved on October 12, 2015. Other recent break patches were paved on the following day – including the one on Hanks Street in the area of the Street Fair exhibits.

**Northside Water System Improvements/Elevated Storage Tank** – Staff will be providing direction to Chatham Park engineers on plans to install an elevated water tank and other water improvements on the north side of Pittsboro. As you are aware from our September 17, 2015 workshop, Chatham Park will be paying the costs of these improvements. The next step is to develop an agreement to formalize the construction management and financial relationships.

**Downtown Vision/Improvements** – Kimley Horn has received the land survey for the Downtown Improvements identified near the traffic circle. They are meeting with NCDOT to identify some specific design and technical issues. Staff will discuss and work with Kimley Horn and NCDOT to schedule an update meeting and seek additional direction.

**Wastewater Inflow and Infiltration (I&I)** – Smoke testing has been completed and specific areas for fixing likely areas of significant stormwater “inflow” into our wastewater collection system have been identified. The next step will involve determining the budget and final cost of the improvements.

**Halloween Hours** – Chief Crutchfield is recommending that “trick or treating” occur between the hours of 6pm and 8pm on Saturday, October 31, 2015. Officers will be stationed in some of the more active neighborhoods (Chatham Forest, for example). Please caution people to stay out of the streets after dark.

Manager Gruesbeck stated the Street Fair was Saturday and it went very well. He stated the Management Company at Powell Place will have the punch list completed in May 2015.

Commissioner Fiocco asked when the UDO would be ready for public review. Manager Gruesbeck said at the same time it is available for the Technical Review Committee.

#### Mayor Updates

- EDC – Joint Elected Meeting – November 12, 2015 at CCCC Meeting Room
- RPO
- Fairground Association
- PBA/Downtown

### COMMISSIONER CONCERNS

Mayor Terry mentioned that staff revisit why animals are banned from the street fair.

Commissioner Farrell stated he has concerns about the sidewalk on the west side of town. Manager Gruesbeck said we have received an extension from NCDOT so that we can get the other easement.

Commissioner Baldwin stated the Street Fair was great. She stated there is a very large hole in the street behind Chatham Mills (Masonic Street). Commissioner Baldwin asked that staff check to see if it is a Town or private problem.

### ADJOURNMENT

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to adjourn at 7:36 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