

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, SEPTEMBER 24, 2012  
7:00 PM

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

**ATTENDANCE**

Members present: Mayor Randolph Voller, Commissioner Pamela Baldwin, Jay Farrell, Michael Fiocco, Bett Wilson Foley and Beth Turner.

Staff present: Manager Bill Terry, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Finance Officer Mandy Cartrette, Planning Director Stuart Bass and Parks Planner Paul Horne.

Motion was made by Commissioner Baldwin seconded by Commissioner Turner to approve the regular meeting agenda.

Vote Aye-5 Nay-0

**CEREMONIAL AGENDA**

Motion made by Commissioner Fiocco seconded by Commissioner Farrell to approve the ceremonial agenda as presented.

Vote Aye-5 Nay-0

1. Resolution of Appreciation for thirty-six Years of Service to the Town of Pittsboro upon the Retirement of Mr. Bobby Louis Paige.
2. Resolution of Appreciation for five years of service to the Town of Pittsboro upon the Retirement of Mr. William G. "Bill" Terry.

Commissioner Baldwin read the following into the record:

**RESOLUTION OF APPRECIATION  
FOR THE SERVICES OF  
BOBBY LOUIS PAIGE**

**WHEREAS**, Mr. Bobby L. Paige has worked for the Town of Pittsboro since September 1976 and will retire from public service effective October 1, 2012; and

**WHEREAS**, Mr. Bobby L. Paige has been a very dedicated employee, well and faithfully serving the citizens of the Town of Pittsboro for 36 years; and

**WHEREAS**, Mr. Bobby L. Paige has served unselfishly in his capacity for the good of the Town of Pittsboro and its citizens.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Pittsboro, North Carolina, that Bobby L. Paige is hereby officially commended by this Town Board on behalf of the citizens of Pittsboro for valuable service rendered to the Town of Pittsboro as an employee in the Public Utilities Department.

**BE IT FURTHER RESOLVED** that this resolution be made part of the permanent records of the Town of Pittsboro and that a copy of this resolution be presented to Mr. Bobby L. Paige.

Mayor Voller read the following into the record:

**RESOLUTION OF APPRECIATION  
FOR THE SERVICES OF  
WILLIAM G. "BILL" TERRY**

**WHEREAS**, William G. "Bill" Terry has served as Town Manager of the Town of Pittsboro for five years; and

**WHEREAS**, Mr. Terry has put forth substantial effort toward improving the quality of life for the citizens of the Town of Pittsboro and its employees; and

**WHEREAS**, William G. "Bill" Terry has served unselfishly in his capacity for the good of the Town of Pittsboro, making sacrifices in personal and family ties.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Pittsboro, North Carolina, that William G. "Bill" Terry is hereby officially commended by this Town Board on behalf of the citizens of Pittsboro for valuable service rendered to the Town of Pittsboro in his official capacity as Town Manager.

**BE IT FURTHER RESOLVED** that this resolution be made part of the permanent records of the Town of Pittsboro and that a copy of this resolution be presented to William G. "Bill" Terry.

**A RESOLUTION OF APPRECIATION FOR THE SERVICES OF BOBBY LOUIS PAIGE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 106**

**A RESOLUTION OF APPRECIATION FOR THE SERVICES OF WILLIAM G. "BILL" TERRY IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 107**

Manager Terry thanked the board for the honor and thanked the town employees for their support over the past five years, without their support he could not have been a success.

### CONSENT AGENDA

Commissioner Fiocco asked that the approval of the September 10, 2012 regular meeting minutes be tabled until the next regular meeting and that item three (3) and five (5) be added to the end of new business to hear a brief explanation.

1. Approve minutes of the September 10, 2012 regular meeting. (Tabled until next regular meeting)
2. Approve the Budget Amendment Adjusting Revenue Projections for Utility Rate Increases Effective January 1, 2013.  
Motion carried 5-0
3. Adoption of Revised Records Retention and Disposition Schedule. (Moved to the end of new business)
4. Acceptance of Community Conservation Assistance Program (CCAP) Grants.  
Motion carried 5-0
5. Resolution Approving Financing Terms for the BB&T \$249,000 Installment Loan for the Hillsboro Street Transmission Line Project. (moved to the end of new business)

Budget Amendment is as follows:

#### TOWN OF PITTSBORO 2012-2013 OPERATING BUDGET

Be it ordained by the Board of Commissioners of the Town of Pittsboro in regular session assembled on the 24th day of September, 2012.

#### **To Increase Water and Wastewater Charges and Decrease Enterprise Fund Balance Appropriation Due to Increase in Water and Wastewater Usage Rates**

Section 1. That the following **ENTERPRISE FUND REVENUES** be increased by the amounts indicated:

303710010	Water Charges	\$66,000.00
303710020	Sewer Charges	54,000.00
<b>TOTAL</b>		<b>\$120,000.00</b>

Section 2. That the following **ENTERPRISE FUND REVENUE** be decreased by the amount indicated:

303990010	Fund Balance Appropriated	\$120,000.00
<b>TOTAL</b>		<b>\$120,000.00</b>

**AN ORDINANCE AMENDING THE TOWN OF PITTSBORO 2012-2013 OPERATING BUDGET IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGE 49**

The resolution is as follows:

A RESOLUTION ACCEPTING THE OFFER OF A GRANT IN THE AMOUNT OF \$2,533 FOR FUNDING RIPARIAN BUFFER PLANTING ALONG THE ROBESON CREEK GREENWAY, AND AUTHORIZING THE TOWN MANAGER TO SIGN THE CONTRACT WITH THE CHATHAM SOIL AND WATER CONSERVATION DISTRICT FORMALIZING THE TERMS OF THE GRANT

WHEREAS, the Board of Commissioners of the Town of Pittsboro are committed to enhancing the water quality of Robeson Creek; and

WHEREAS, the Board of Commissioners of the Town of Pittsboro are supportive of high quality parks and pedestrian transportation networks; and

Whereas, the Town of Pittsboro has received an offer of two grants in an amount totaling \$2,533 to fund riparian buffer planting along the Robeson Creek Greenway Corridor,

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town of Pittsboro accepts the offer of a grant in the amount of \$2,533 to fund improvements along the Robeson Creek Greenway; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that, the Town Manager is authorized to sign the contract with Chatham Soil & Water Conservation District formalizing the terms of the grant.

**A RESOLUTION ACCEPTING THE OFFER OF A GRANT IN THE AMOUNT OF \$2,533 FOR FUNDING RIPARIAN BUFFER PLANTING ALONG THE ROBESON CREEK GREENWAY, AND AUTHORIZING THE TOWN MANAGER TO SIGN THE CONTRACT WITH THE CHATHAM SOIL AND WATER CONSERVATION DISTRICT FORMALIZING THE TERMS OF THE GRANT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 112**

**REGULAR MEETING AGENDA**

Citizens Matters

Charles R. Deviney, 443 Oakwood Drive, Pittsboro addressed the following items.

- Sidewalk in front of dentist office on W Salisbury needs to be repaired.
- He couldn't walk anywhere else because the woodworking guy had the sidewalk completely blocked – putting saw dust and wood everywhere. That is about the 3-4 time he has noticed the sidewalks were blocked with him using it for his business.
- There is a problem with signs sticking out everywhere up there and the trash can in front of Virlie's is sitting right in the sidewalk – wheelchairs cannot get by that kind of stuff. The sidewalks are supposed to be clear and open.
- If you are going to spend all this money to make the town look better you can work a little harder making these sidewalks more accessible and clearer.
- He came and spoke with the board against annexing Northwood High School but you did it anyway. You gave them a \$45,000 break on their water bill but now you have raised the rates on town residents and that doesn't make sense to him. He thinks it is a shame. You are not going to get one dime in property taxes from Northwood but tax dollars are going out for the police department investigating accidents, etc. out there.
- Stated that Mayor Voller should have completed the work for connectivity at Springdale and Fox Chapel a long time ago and taxpayers should not have to foot the bill.
- Asked Commissioner Foley, Turner and Mayor Voller why the Democratic Party had sent out all this stuff (he took out papers) to people in town and are interfering in a non partisan race. These seats are non-partisan. If we are going to have partisan politics, then he wants districts in this town set up and we can have primaries and everybody involved. It is not right what you did whether you like it or not. He feels like he was violated by this because he was a democrat.

## **OLD BUSINESS**

### **SMALL TOWN MAIN STREET PROGRAM UPDATE (PAUL HORNE, PARKS PLANNER/ZONING ENFORCEMENT OFFICER)**

Mr. Horne reported the next event will be held on October 2, 2012 with the State Main Street representatives coming up to do a lunch meeting upstairs at S&T's Soda Shoppe for business and property owners downtown. They are going to do a quick presentation about façade design basics and to let people know about tax credits they may qualify for. Afterwards, they will meet with 3-4 business owners about their business until the 6 o'clock meeting at Town Hall.

Commissioner Fiocco asked that he hand out Façade Applications to everyone that shows up.

Commissioner Fiocco stated benches and trash cans are in the budget. He asked if they could get together and decide what design we are going to use and get them ordered and put out. Mr. Horne said they will work on that.

## CAPITAL PROJECT BUDGET FOR THE CONNECTION OF SPRINGDALE AND FOX CHAPEL

Motion made by Commissioner Foley seconded by Commissioner Fiocco to excuse Mayor Voller from the discussion.

Vote Aye-5 Nay-0

Manager Terry submitted the following memorandum to the Board and went over parts of it.

### DISCUSSION

The attached Hydrostructures, PA letter of August 17, 2012, provided the Town with a new estimate of the cost of improvements on US 15/501 necessary to achieve connectivity between Springdale Drive and Fox Chapel Lane. This estimate is based on a reduced scope of work recently approved by NCDOT that eliminates the addition of pavement to accommodate a southbound turn lane. This turn lane would still be provided; however, it would be accomplished through restriping the existing pavement rather than widening the pavement. The report estimates these costs to be \$33,000. The report also provides a cost estimate for two traffic calming devices on Springdale Drive; one street narrowing device and one chicane for a total cost of \$30,150. Subsequently, we obtained cost estimates for two "speed tables" as more cost effective traffic calming devices. Based on the standard design for speed tables in the Town of Chapel Hill Engineering Design Standards, we estimate that two speed tables could be built for about \$10,000.

If the Board of Commissioners wishes to proceed with this project, the staff recommendation would be to accept the design work accomplished by Samir Bahho for Voller Realty and Construction and for the Town to retain Mr. Bahho's services to incorporate two speed tables into the design (using the Chapel Hill design standards) and to perform construction administration for the project. Construction administration for this project would include preparation of standard bid documents, analysis of bids, and engineering inspection of the work up through completion of the project.

This capital project budget ordinance was presented to the Board of Commissioners on September 10, 2012; however, the item was tabled pending the completion of negotiations with Voller Realty & Construction and the Chatham Forrest Home Owners' Association regarding a possible cost sharing agreement between the Town, Voller Realty & Construction and the Chatham Forrest Home Owners' Association. Those negotiations are now completed and Voller Realty & Construction has agreed to pay for \$15,000 of the project costs and the Chatham Forrest Home Owners' Association has agreed to pay for \$8,000 of the project cost, to be paid in four annual installments of \$2,000 each.

A recommended project expenditure budget appears in the table below.

Budget Element	Amount
Engineering/Design	\$2,000
Construction Administration	\$3,000
Construction	\$43,000

Contingency	\$6,000
Total	\$54,000

A recommended project revenue budget appears in the table below.

Revenue Source	Amount
General Fund Balance	\$21,000
Powel Bill Reserves	\$10,000
Voller Realty & Const. Cost Share	\$15,000
Chatham Forrest HOA Cost Share	\$ 8,000
Total	\$54,000

The attached project budget ordinance will only show project revenues from the Town's General Fund Balance and the Town's Powell Bill reserves. When revenues are realized from Voller Realty & Construction and the Chatham Forrest Home Owners' Association, those revenues will be credited to General Fund Miscellaneous Revenues. The Town's portion of the funding for this work is split between the General Fund balance and Powell Bill reserves because Powel Bill reserves can only be spent on Town streets; therefore, the work on US 15/501 must be funded from the General Fund.

### RECOMMENDATIONS

1. That the Board of Commissioners adopt the attached resolution authorizing the Town Manager to proceed with a capital construction project to complete the necessary improvements to achieve connectivity between Springdale Drive and Fox Chapel Lane.
2. That the Board of Commissioners adopt the attached budget amendment creating a project budget for the Connection of Springdale Drive and Fox Chapel Lane.

Commissioner Farrell said he agreed with Mr. Devinney on this cost. He doesn't know all the details but he understands there are some loopholes in some of the paperwork. He still say we are putting ourselves in a position when we do not have the developer pay 100% of this cost. What are we going to do in the future. What are we going to do with new developers when they come in are we going to just let them fly by us. He feels it is the responsibility of the developer to take care of this expense not the taxpayers.

Commissioner Farrell said he is not against opening up Springdale Drive he just don't think the taxpayers should foot the bill. He also has a lot of concerns about opening the street up – that it will become a cut through street.

Commissioner Foley stated she thinks the speed tables will cut out some of the cut through traffic because people hate those things.

Commissioner Fiocco agreed that he didn't want to set precedence that developers come in and don't meet all their obligations. He said he doesn't know all the facts but he does know that not everything was done to plan. He thinks the connection is a public health and safety issue and that interconnectivity is critical to a healthy community. This connection is so important and we

have commitment from the developer and the Homeowners Association as a cost sharing, he thinks it is a good compromise.

Commissioner Fiocco said he is not thrilled about taxpayers paying for it but he thinks it is the better of the evils than to have this connection boarded up and not used. The initial cost was around \$150,000 and he investigated ways to reduce that cost to around \$50,000 which makes it more manageable for everyone involved and will make an important connection happen. So in that regard he is in favor of it.

Commissioner Turner agreed that just trying to historically go back and figure out what happened is near impossible to do and it was something she tried to do. She does see the benefit of having this opened. Commissioner Turner stated she lives on a cut-through street and she sees people running stop signs and everything and she wishes we had better patrolling on residential streets all together because it scares her frankly living on a cut through street.

Commissioner Baldwin stated the problem with the connection of Springdale and Fox Chapel has always been who is going to fund it, the board voted that Voller Realty bear the cost of this. There was always concerns about safety of the residents and children that play on Springdale because it will be a serious cut through. She said hopefully it won't cause as many problems as it does for other cut through. The Board did not want the citizens to have to pay for it they wanted the developer to pay for it.

Commissioner Farrell stated you said in the past the board determined the developer should pay for it. Commissioner Baldwin said yes that is the way the majority of the board felt. Commissioner Farrell said they should not have the right to go change pass board decisions. That should be held up to the contractors and not the taxpayers.

Oakley Bennett – 314 Chatham Forest Drive – stated he is also concerned about the traffic and the street being used as a cut through. But if it becomes such a problem more stop signs could be installed. He has been authorized by the Board of Directors of the HOA to sign the contract to get this project taken care of. He said as a matter of fact he has been paying town taxes for 12 years and helping to fund other projects during this time.

Motion was made by Commissioner Fiocco to approve the resolution seconded by Commissioner Foley with the following corrections made to the ordinance:

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO PROCEED WITH A CAPITAL CONSTRUCTION PROJECT TO COMPLETE THE NECESSARY IMPROVEMENTS TO ACHIEVE CONNECTIVITY BETWEEN SPRINGDALE DRIVE AND FOX CHAPEL LANE

WHEREAS, the Board of Commissioners of the Town of Pittsboro is committed to achieving connectivity between Springdale Drive and Fox Chapel Lane; and

WHEREAS, cost saving revisions to the original scope of work for this project were recently approved by NCDOT, thereby reducing the project cost estimate from about \$75,000 to about \$43,000; and

WHEREAS, the engineering design for this work has been completed by Mr. Samir Bahho, P.E., under a contract with Voller Realty and Construction at no cost to the Town; and

WHEREAS, Voller Realty and Construction (**add Samir Bahho**) has offered to donate the engineering plans for necessary improvements to the intersection of US 15/501 at Springdale Drive; and

**(add: WHEREAS, the NCDOT has reviewed and approved the design of the improvements shown on said engineering plans; and)**

WHEREAS, Mr. Samir Bahho, P.E. has indicated his willingness to enter into an agreement with the Town of Pittsboro for the remaining engineering/design and construction administration tasks necessary to complete the improvements to the intersection of US 15/501 at Springdale Drive **(add: and improvements on Springdale Drive)**

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town of Pittsboro accepts the offer **(add: from)** Voller Realty **(add: and Samir Bahho, PE)** to donate the engineering and design work completed to date on engineering plans for necessary improvements to the intersection of US 15/501 at Springdale Drive; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town Manager is authorized to seek a fee proposal from Mr. Samir Bahho, P.E. for the remaining engineering/design and construction administration tasks necessary to complete the improvements to the intersection of US 15/501 at Springdale Drive and **(add: on Springdale Drive)** to enter into a contract with Mr. Bahho for said services for a fee not to exceed the budgeted amount; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town Manager is authorized to proceed with a capital construction project to complete the necessary improvements to achieve connectivity between Springdale Drive and Fox Chapel Lane.

**(add: BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town Manager is authorized to enter into agreements with Voller Realty and Construction and the Chatham Forest Homeowners Association regarding their respective partial reimbursement payments for the costs of said improvements to US 15-501 and Springdale Drive and securing appropriate surety for such payments.**

Commissioner Baldwin asked if it should be stated that it would be the form of Memorandum of Understanding. Commissioner Fiocco said yes.

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

Resolution is as follows:

Resolution authorizing the Town Manager to proceed with a capital construction project to complete the necessary improvements to achieve connectivity between Springdale Drive and Fox Chapel Lane is as follows:

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO PROCEED WITH A CAPITAL CONSTRUCTION PROJECT TO COMPLETE THE NECESSARY IMPROVEMENTS TO ACHIEVE CONNECTIVITY BETWEEN SPRINGDALE DRIVE AND FOX CHAPEL LANE

WHEREAS, the Board of Commissioners of the Town of Pittsboro is committed to achieving connectivity between Springdale Drive and Fox Chapel Lane; and

WHEREAS, cost saving revisions to the original scope of work for this project were recently approved by NCDOT, thereby reducing the project cost estimate from about \$75,000 to about \$43,000; and

WHEREAS, the engineering design for this work has been completed by Mr. Samir Bahho, P.E., under a contract with Voller Realty and Construction at no cost to the Town; and

WHEREAS, Voller Realty and Construction and Samir Bahho, PE have offered to donate the engineering plans for necessary improvements to the intersection of US 15/501 at Springdale Drive; and

WHEREAS, the NCDOT has reviewed and approved the design of the improvements shown on said engineering plans; and

WHEREAS, Mr. Samir Bahho, P.E. has indicated his willingness to enter into an agreement with the Town of Pittsboro for the remaining engineering/design and construction administration tasks necessary to complete the improvements to the intersection of US 15/501 at Springdale Drive and improvements on Springdale Drive.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town of Pittsboro accepts the offer from Voller Realty and Samir Bahho, PE to donate the engineering and design work completed to date on engineering plans for necessary improvements to the intersection of US 15/501 at Springdale Drive; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town Manager is authorized to seek a fee proposal from Mr. Samir Bahho, P.E. for the remaining engineering/design and construction administration tasks necessary to complete the improvements to the intersection of US 15/501 at Springdale Drive and on Springdale Drive to enter into a contract with Mr. Bahho for said services for a fee not to exceed the budgeted amount; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town Manager is authorized to proceed with a capital construction project to complete the necessary improvements to achieve connectivity between Springdale Drive and Fox Chapel Lane; and

BE IT FURTHER RESOLVED by the Board of Commissioners of the Town of Pittsboro that the Town Manager is authorized to enter into agreements with Voller Realty and Construction and the Chatham Forest Homeowners Association regarding their respective partial reimbursement payments for the costs of said improvements to US 15-501 and Springdale Drive and securing appropriate surety for such payments.

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve the Ordinance Establishing a Capital Project Budget for Connection of Springdale Drive and Fox Chapel Lane.

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

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO PROCEED WITH A CAPITAL CONSTRUCTION PROJECT TO COMPLETE THE NECESSARY IMPROVEMENTS TO ACHIEVE CONNECTIVITY BETWEEN SPRINGDALE DRIVE AND FOX CHAPEL LANE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 111-112**

Capital Projects Budget Ordinance is as follows:

TOWN OF PITTSBORO  
ORDINANCE ESTABLISHING CAPITAL PROJECT BUDGET  
FOR CONNECTION OF SPRINGDALE DRIVE AND FOX CHAPEL LANE

Be It Ordained by the Board of Commissioners of the Town of Pittsboro in regular session assembled on the 24<sup>th</sup> day of September, 2012.

**To Create a Capital Project Budget Ordinance for the Connection of Springdale Drive and Fox Chapel Lane**

Section 1. That the following **GENERAL FUND REVENUE ITEMS** be increased by the amounts indicated:

103990000	GENERAL FUND BALANCE APPROPRIATED	\$44,000.00
103990010	POWELL BILL FUND BALANCE APPROPRIATED	\$10,000.00
<b>TOTAL</b>		<b>\$54,000.00</b>

Section 2. That the following **GENERAL FUND EXPENDITURE ITEM** be increased by the amount indicated:

103790085	TRANSFER TO SPRINGDALE DR/FOX CHAPEL LN	\$54,000.00
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**TOTAL** **\$54,000.00**

Section 3. That the following **CONNECTION OF SPRINGDALE DRIVE AND FOX CHAPEL LANE REVENUE ITEM** be increased by the amount indicated:

853850000 TOWN CONTRIBUTION \$54,000.00

**TOTAL** **\$54,000.00**

Section 4. That the following **CONNECTION OF SPRINGDALE DRIVE AND FOX CHAPEL LANE EXPENDITURE ITEMS** be increased by the amounts indicated:

853001000 CONSTRUCTION \$43,000.00

853001100 ENGINEERING/DESIGN \$ 2,000.00

853001150 CONSTRUCTION ADMINISTRATION \$ 3,000.00

853001800 CONTINGENCY \$ 2,000.00

**TOTAL** **\$ 54,000.00**

**AN ORDINANCE ESTABLISHING A CAPITAL PROJECT BUDGET FOR CONNECTION OF SPRINGDALE DRIVE AND FOX CHAPEL LANE IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGE 50**

Motion made by Commissioner Fiocco seconded by Commissioner Foley to readmit Mayor Voller.

Vote Aye-5 Nay-0

Mayor Voller wanted to address the issue of setting precedence. Mayor Voller addressed Attorney Messick and said in the past he had advised the board had they had a contract they could have enforced with the developer they would have done so is that correct. Attorney Messick said that is correct. Attorney Messick further stated that Chatham Forest was approved without a connection to Springdale and all of this has been done since then.

#### NEW BUSINESS

**UPDATE ON THE PITTSBORO ABC BOARD FY 2012-2013 BUDGET (JIM NASS,  
ABC BOARD CHAIRMAN)**

No one attended.

**CHATHAM COUNTY SOLID WASTE MANAGEMENT PLAN 2012 TO 2022 (DAN  
LAMONTAGNE, DIRECTOR, DIVISION OF ENVIRONMENTAL QUALITY,  
CHATHAM COUNTY)**

Mr. LaMontagne stated NC General State Statute requires each unit of local government, either individually or in cooperation with other units, to develop a 10-year Solid Waste Management Plan and to update it at least every three years. This update covers the incorporated and unincorporated regions of Chatham County and is developed in cooperation with the Towns of Goldston, Pittsboro, and Siler City. The Town of Cary is not included because they participate in the Wake County plan.

This update covers the period of July 1, 2012 – June 30, 2022 and is prepared with the purpose of meeting local solid waste needs, protecting public health and the environment in Chatham County, and achieving the County's and the State's 40% waste reduction goal.

Commissioner Turner stated she thinks the County Recycling Program.

After the presentation a motion was made by Fiocco seconded by Commissioner Turner to approve A Resolution Accepting and Endorsing the Solid Waste Management Plan Update of 2012 for Chatham County.

Vote Aye-5 Nay-0

Resolution is as follows:

**A RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE  
MANAGEMENT PLAN UPDATE OF 2012 FOR CHATHAM COUNTY**

WHEREAS, it is a priority of the Board of Commissioners of the Town of Pittsboro to protect human health and the environment through safe and effective management of municipal solid waste; and

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of the Town of Pittsboro; and

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system; and

WHEREAS, it is a goal of the Town of Pittsboro to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering; and

WHEREAS, the Town of Pittsboro recognizes its role in the encouragement of recycling markets by purchasing recycled products; and

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program; and

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste; and

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government,

either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years; and

WHEREAS, the Chatham County Solid Waste & Recycling Division, and the Solid Waste Advisory Committee have undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Pittsboro that Chatham County's 2012 Ten Year Comprehensive Solid Waste Management Plan update is hereby accepted, endorsed and placed on file with Town Clerk.

**A RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE MANAGEMENT PLAN UPDATE OF 2012 FOR CHATHAM COUNTY IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 114**

**DRAFT CHATHAM COUNTY SOLID WASTE MANAGEMENT PLAN 2012-2022 PLANNING PERIOD IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 119-189**

**ADOPTION OF REVISED RECORDS RETENTION AND DISPOSITION SCHEDULE**

Commissioner Fiocco asked are we doing something different from this now. Clerk Lloyd said we are not we adopted the Records Retention Schedule and this is an update to that schedule.

Motion made by Commissioner Fiocco seconded by Commissioner Turner to adopt the revised Records Retention and Disposition Schedule.

Vote Aye-5 Nay-0

It reads as follows:

The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provision of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. Public records including electronic records not listed in this schedule are not authorized to be destroyed.

This local government agency and the Department of Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods which allow these records to be destroyed when "administrative value ends." The local government agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." If a municipality does not establish internal policies and retention periods, the municipality is not complying with the provisions of this retention schedule and is not authorized by the Department of Cultural Resources to destroy the records with the disposition instruction "destroy when administrative value ends."

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule is to remain in effect from the date of approval until it is reviewed and update.

**UPDATED RECORDS RETENTION AND DISPOSITION SCHEDULE IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 108**

**RESOLUTION APPROVING FINANCING TERMS FOR THE BB&T \$249,000 INSTALLMENT LOAN FOR THE HILLSBORO STREET TRANSMISSION LINE PROJECT**

Commissioner Fiocco stated he was concerned about the resolution because he understood that we had a loan established with BB&T.

Manager Terry stated this is a document that BB&T requiring at loan closing.

Attorney Messick said he is fine with it.

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to approve the Resolution Approving Financing Terms for the BB&T \$249,000 Installment Loan for the Hillsboro Street Transmission Line Project.

Vote Aye-5 Nay-0

Resolution is as follows:

**Resolution Approving Financing Terms**

**WHEREAS:** The Town of Pittsboro ("Town") has previously determined to undertake a project for the rehabilitation of water lines within streets, and the Finance Officer has now presented a proposal for the financing of such Project.

**BE IT THEREFORE RESOLVED, as follows:**

1. The Town hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T"), in accordance with the proposal dated May 18, 2012. The amount financed shall not exceed \$249,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 1.77%, and the financing term shall not exceed 59 months from closing.

2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.

4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

**A RESOLUTION APPROVING FINANCING TERMS WITH BB&T IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGES 109-112**

**PARKS WAYFINDING SIGNAGE CONCEPTUAL DESIGN. (PAUL HORNE, PARKS PLANNER AND BUZZ BIZZELL, BIZZELL DESIGN)**

Parks Planner Paul Horne went over the following information:

**BACKGROUND**

The Parks Department has contracted with Bizzell Designs of Davidson, North Carolina, to develop a comprehensive wayfinding program for the Town Parks System.

**DISCUSSION**

Surveys indicate, and anecdotal evidence suggests, that many Pittsboro area residents and visitors to the Town don't know about our parks or where they are located. Coordinated wayfinding signage provides an easy solution to this problem. As we develop a world class disc golf facility, expected to draw players from around the state and beyond, we'll want to make it easy for these visitors to find their destination.

While initiated for the parks system, the signage could easily incorporate messages to lead visitors to our historic downtown, community college and other important Pittsboro landmarks. Mr. Bizzell will present the parks signage he has developed with the Parks Planner and will demonstrate how the wayfinding program can be extended to include other key destinations. It is expected that the actual signage would be phased in incrementally as budget priorities allow.

**RECOMMENDATION:**

Receive the report and provide guidance and direction to the staff on how to proceed with the recommended wayfinding signage.

A copy of the information Mr. Bizzell presented is attached to the minutes.

He gave a background on this company and presented examples of what he has done in other communities and also what he is proposing for Pittsboro/  
Mr. Bizzell said the Town would need a total of 26 signs to direct people to all the Town Parks. He said the key part of this is what NCDOT will accept. He stated Mr. Horne has already spoken with NCDOT and they are basically on board with the project as far as the way things look.

Mayor Voller asked how it would tie into a much larger sign program to coordinate all the signs architecturally. Mr. Bizzell said Mr. Horne had asked him to design this with an eye toward the possible incorporation into a comprehensive program broader than the park system and that he was directed by the parks planner to produce several examples for possible downtown signage which will be shown in the presentation and are in the printed package. He pointed out the downtown signs.

Mr. Bizzell said their goal is to create a manual that have plans and specifications for every sign the Town would need which creates this impression and identity for the Town.

Mr. Bizzell said from a cost standpoint – to cover every park and include orientation from downtown it would include 26 signs. The highway signs are roughly \$2,500 each, secondary \$2,300 and downtown \$1,700. He said the projects are bid out and they try to find local contractors that can do these (experienced contractors). The general cost estimate is \$51,375.00 which is a little below average. A breakdown is below:

Sign Type – A/5 – Required	\$ 2,523.00	\$12,615.00
Sign Type – B/5 – Required	\$ 2,300.00	\$11,500.00
Sign Type – C//9 – Required	\$ 1,740.00	\$15,660.00
Sign Type – D/1 – Required	\$ 2,100.00	\$ 2,100.00
Total Signage Costs		\$41,875.00
Installation		\$ 9,500.00
Total Project Cost		\$51,375.00

Planner Horne said he has a grant application pending from CDC for \$5,000.00 which could go toward this signage.

Mayor Voller asked when a town normally embarks on this type program what funding streams do they normally look at.

Mr. Bizzell said all towns are different, some are driven by economic development; downtown merchants associations; travel/tourism budget; in other cases they actually received grants had fundraisers and funds from the parks and recreation department.

Mayor Voller said if the town is interested they could certainly decide how they would approach it and go out and engage all these entities and say here is a great program and get everyone to invest in it, which he thinks will probably work.

Commissioner Foley said it could be tied with the Mainstreet Program.

The board felt it was a very nice package. Commissioner Fiocco said he would like for it to focus on more than just the parks. He said the county and community college would be likely candidates to participate. It was also mentioned that downtown businesses, Judicial Center, etc. could participate.

Mr. Bizzell said NCDOT is very specific as to the wording going on the signage – pretty much all designations has to be civic and all designations have to be opened to the public. You can't put stores or hotels or anything like that on these type signs.

Commissioner Fiocco said the county did a branding exercise they were going to share with the Town but he has not seen anything before this board. Mr. Horne said we were not a participant in the branding process. Mayor Voller said they were supposed to send it to the Town have they

not? Mr. Horne said we have them and we have used them on a few things but Pittsboro has its own distinct identity.

There was discussion about using a picture of Pittsboro that is at the Smithsonian.

Mayor Voller asked how much could be funded out of the Parks and Recreation budget. Mr. Horne stated like the memo stated his budget could only accommodate one or two signs per year. Commissioner Foley said unless we get entities that want to contribute to it.

Commissioner Fiocco said he would like it expanded to see what else we can do to it as far as other signs and locations.

Planner Horne said the Main Street Program would be a perfect avenue for that and we have volunteers that are really looking for something to do.

Commissioner Fiocco said he thinks it would be great to have a public hearing on this so that we get the general public involved. This is a really good effort.

Mr. Bizzell said in NC travel and tourism dollars are typically divided equally between cities/towns in a County. Mayor Voller said we need to check into that.

Planner Horne asked for authorization to check with Mr. Bass to see if there is any money in the planning budget to move this project on.

Manager Terry said he knows there is not any money in there for construction there may be a little wiggle room for conceptual design work perhaps. He said this could be a topic for the board retreat or the upcoming budget cycle adding a wayfinding sign program to the capital improvements plan and stretch it over a 3-4 year period may be the way to get it going if you don't think it is something you want to do in one year.

Mayor Voller said he thinks that is a good idea but he thinks they need to give Mr. Horne the authorization to go discuss this with other enteritis and to talk with Mr. Bass as he mentioned.

Mayor Voller asked if we have ever gotten any money from travel/tourism and if not why? Manager Terry said he is not aware of any money being received from travel/tourism.

Mayor Voller said he thinks we can get enough entities involved to do the initial program.

Commissioner Fiocco said he would like to move forward and get to a point where we have a scheme that expands on this idea and then we can go shopping, design and get the community to express their views.

Mayor Voller asked if Mr. Horne understood the will of the board. Planner Horne replied that he understands that the Board wants to proceed to broaden the scope of the project within the existing budget if there are funds available. Mayor Voller confirmed that response and added

that he should start the dialogue and get an answer about travel/tourism dollars, etc. and come back to the Board.

The Board thanked Mr. Bizzell.

**CHATHAM COMPREHENSIVE TRANSPORTATION PLAN CAPACITY  
DEFICIENCY PRESENTATION. (BRENDAN MERITHEW, NCDOT  
TRANSPORTATION PLANNING)**

Brendan Merithew gave power point presentation (attached to these minutes):

Mr. Merithew stated the CTP will be updated every 10 years. He said Pittsboro is ahead because we already have a pedestrian/bicycle plan. He would like for the Town to consider contributing to the plan. The County had a bicycle plan done and there are elements that will affect Pittsboro and that is where they really want the town's input and they are doing the same for Siler City.

Mr. Merithew said part of the reason he is here tonight is to give this update and also for the board to consider how/if you want to contribute to that element of the plan. He feels a good starting point is talking to staff and going forward.

He said there will be other public meetings on the plan and they will come back at a later time to present Pittsboro's section of the plan.

The Board thanked him for the update and asked him to check in with Mr. Bass and Mr. Horne.

**APPOINTMENT OF MEMBERS TO THE PARKS AND RECREATION ADVISORY  
BOARD (PAUL HORNE, PARKS PLANNER)**

Park Planner Paul Horne reported that Chuck Gillis has resigned his post on the Parks and Recreation Advisory Board (PARAB) but will continue to advocate for improved bicycle access by serving on the County Transportation Board. Mr. Gillis has served for six years and his service to the Town is greatly appreciated. Recruitment to fill this vacancy has been ongoing since June; applications have been solicited via the Town website, a notice at Town and through the Parks Blog. Sara Brinson, of 85 Midway Street, has responded to the call as the only applicant.

While preparing to submit this request it came to his attention that several of the terms of the existing members have expired. All existing members are willing to service additional terms, which are two years in length.

Existing Seats	Residence	Term Expiration (June 30, 20XX)	Current & Proposed Membership	New Term Expiration (June 30, 20XX)
Andrew Allden	Town	2011	Andrew Allden	2013
Charles Gillis	Town	2012	Sara Brinson	2014
Brett Morales	Town	2011	Brett Morales	2013
Nanishka Albaladejo	Town	2012	Nanishka Albaladejo	2014
Dee Reid	ETJ	2011	Dee Reid	2013
Megan Bolejack	ETJ	2012	Megan Bolejack	2014

Mr. Horne said the staff recommendation is to reinstate the existing member and to renew their terms as indicated above and that Sara Brinson be appointed to fill the vacancy left by the resignation of Chuck Gillis.

Motion made by Commissioner Foley to approve the chart listed above seconded by Commissioner Fiocco.

Vote Aye-5 Nay-0

### TEXT AMENDMENT TO THE TOWN OF PITTSBORO PERSONNEL POLICY MANUAL

Manager Terry reported the text amendment (listed below) to Article III, Section 18 of the Town of Pittsboro Personnel Policy Manual would clarify the eligibility for pay increases associated with the completion of various certification examinations for employees in the Utilities Division of Public Works.

He stated historically, the Town has offered pay raises as an inducement for our Utilities Division staff to complete the necessary training and take the necessary examinations for achieving higher levels of technical certification as water plant operators, wastewater plant operators, water distribution system operators and wastewater collection system operators. This has been a useful and effective tool in recruiting and retaining highly qualified utility system operators.

Manager Terry said the recommended amendment is meant to clarify what types of training and certification would qualify an employee to be considered for a pay increase associated with the completion of job related training and certification.

#### Section 18: Certification Salary Increases

*General Provisions:* Subject to availability of funds, employees who achieve certifications above those required by their classifications or which are directly related to higher skills or different potential tasks may be rewarded with a pay increase in an amount recommended by the Town Manager. The bonus may be either in the form of a salary increase within the range, or a one-time payment not a part of base pay. Employees are eligible for these increases for

achieving certifications directly related to their work as such as code enforcement, utility plant operations, utility collection and distribution system operations, inspections, and for advanced or specialized law enforcement training.

*Special Provisions for Utilities Division Staff. Subject to availability of funds, employees who achieve certifications above those required by their classifications or which are directly related to higher skills or different potential tasks may be rewarded with up to a 2.5% pay increase for a certification directly related to their work or a lesser amount determined by the Town Manager. An increase of up to 1.25%, or a lesser amount determined by the Town Manager may be awarded for certifications which are only indirectly related to higher skills or different tasks. For example, a Wastewater Operator may be eligible for a 2.5% pay increase for successful completion of a Grade IV, III, II or I Certification and a 1.25% pay increase for a Grade III, II or I Collections Certification. Wastewater Operators would not be eligible for an increase for Surface Water, Distribution or Well Certification. Likewise, a Surface Water Operator may be eligible for up to a 2.5% pay increase for successful completion of a Grade C, B or A Surface Certification and up to a 1.25% pay increase for a D, C, B or A Distribution or Well Certification. Utility Workers, Maintenance Workers and Utility System Mechanics may be eligible for up to a 2.5% pay increase for successful completion of a Grade D, C, B or A Distribution Certification or a Grade III, II or I Collections Certification and up to a 1.25% pay increase for a Cross Connection Certification. Utility Workers, Maintenance Workers and Utility System Mechanics would not be eligible for a pay increase for Waste Water or Surface Water Certification.*

Commissioner Fiocco stated this is just putting in writing the unwritten policy. Manager Terry said pretty much.

Commissioner Farrell asked if the superintendent have to approve before an employee can attend class. Manager Terry said they do have to approve prior to attendance.

Mayor Voller stated he thought we wanted staff to be cross-trained. Manager Terry said we do but you have to draw a line somewhere (example: a water treatment operator wanting to take BLET and get a salary increase because of it)

Motion made by Commissioner Baldwin seconded by Commissioner Turner to approve the amendment to Article III, Section 18 of the Town of Pittsboro Personnel Policy Manual.

Vote Aye-5 Nay-0

## **ZONING ORDINANCE TEXT AMENDMENT ON HYDRAULIC FRACTURING**

Planner Bass stated he was directed at the last meeting to prepare a draft zoning ordinance amendment on hydraulic fracturing being in the special use category and he has prepared the following draft definition for discussion and a recommendation:

**Hydraulic Fracturing** – An induced drilling method that involves injecting at extremely high pressures a fluid mixture of water, sand and chemicals into the subsurface to break up the shale or other rock formations in order to release and extract petroleum, natural gas (including shale

gas, tight gas and coals seam gas), or other fossil fuel substances. This type of fracturing creates fractures from a wellbore drilled into reservoir rock formations.

The zoning ordinance would be amended to include this use in the Table of Permitted Uses as one requiring a Special Use Permit. It would be necessary to decide which zoning district(s) are appropriate. The staff recommendation is to limit Special Use Permits for Hydraulic Fracturing operations to the following zoning districts: RA, RA2, RAS, M1 and M2. These districts are primarily associated with property in the ETJ, outside the town limits.

Commissioner Fiocco stated he feels the residential zones should be eliminated. Mayor Voller asked if he wanted to eliminate M1 zone also because Chatham Mills is zoned M1.

Attorney Messick said it needs to be sent to the Planning Board for recommendation and you could advertise it with both M1 and M2 and decide to only allow in M2 districts, but if you only advertise M2 you can't add M1 without having another public hearing.

Commissioner Fiocco recommended eliminating all residential zones and the M1 zone.

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to make the changes eliminating residential zones and M1 zones and send it to the Planning Board for a recommendation.

Vote Aye-5 Nay-0

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to schedule a public hearing on the Zoning Text Amendment regarding Hydraulic Fracturing for October 22, 2012 at 7:00 p.m.

Vote Aye-5 Nay-0

#### **APPOINTMENT OF AN INTERIM TOWN MANAGER WITH AN EFFECTIVE DATE OF OCTOBER 1, 2012**

Commissioner Fiocco stated they are not in the position to make that appointment. Mayor Voller stated that we are going to have to schedule dates and times to interview the candidates. He said as far as an interim they put out the word to the League of Municipalities and there is a young candidate that came highly recommended from the Town of Apex that he is going to meet (he invited Commissioner Baldwin and Fiocco to join him if they wanted to).

Commissioner Fiocco said he has been talking with a local businessman that might serve in that capacity. Commissioner Baldwin said she has another person that she will share with the board.

Motion made by Commissioner Fiocco to use the regular October 8, 2012 (beginning at 5 p.m.) meeting to hold interviews and to schedule a special meeting on October 11, 2012 at 5 p.m. seconded by Baldwin.

Vote Aye-5 Nay-0

## **APPOINTMENT OF AN EX OFFICIO MEMBER TO THE CHATHAM COUNTY CHAMBER OF COMMERCE WITH AN EFFECTIVE DATE OF OCTOBER 1, 2012**

The Board asked Manager Terry if he would mind serving until a new Manager is appointed. Manager Terry said he would be glad to.

Motion made by Commissioner Baldwin seconded by Commissioner Turner that Bill Terry continue serving as the Town's representative on the Chatham County Chamber of Commerce board until a new manager is appointed.

Vote Aye-5 Nay-0

Mayor Voller asked how the Chamber notifies residents of their meetings. Manager Terry said you have to ask to be put on their mailing list.

### **CAPITAL PROJECTS REPORT**

Manager Terry reported the contractor has turned the corner at Tank Road and US 15/501. The project has experienced some delay due to rain days and is slightly behind schedule. Our second public information letter went out last week. (Hillsboro Street Transmission Line)

Improvements on 15/501 at Springdale Drive – Manager Terry reported this item was tabled at the September 10, 2012 meeting pending completion of negotiations regarding a cost sharing agreement between the Town, Voller Realty & Construction and the Chatham Forest HOA.

#### **Wastewater Treatment Plant Generator Replacement Project**

Manager Terry reported The Rural Center has asked us to prepare a revised budget and request an amendment to the grant agreement to incorporate the scope of work related to the generator replacement. Becky Smith is working on refining the cost estimate for this scope of work so that we may submit a requested budget revision and contract amendment request.

#### **Mayor Updates**

- EDC
- RPO
- Solid Waste
- Fairground Association
- PMA/Downtown

### **COMMISSIONER CONCERNS**

Commissioner Farrell said the bamboo has been taken down at the Community Garden and it looks a little better from that point of view. He said maybe we can get the water tank removed and get the lot mowed.

Commissioner Fiocco asked the status of Jewell Consulting work on the Jordan Lake Rules. Manager Terry said they have meet with Jewell Consulting and as the board now, it has been

approved by the state and it was recommended to wait until an engineer is hired for it to take effect. Commissioner Fiocco said so the ball is in our court. Manager Terry said yes.

Commissioner Fiocco asked if he had an update of the County Jail Project. Manager Terry said he hasn't heard anything and hasn't seen anything for review. Commissioner Fiocco asked if he would check on it.

Commissioner Turner said she heard there is a chicken processing plant trying to go in Nash County and they are meeting resistance. Manager Terry said he would be happy to forward that information to Dianne Reid.

### ADJOURNMENT

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to adjourn at 9:50 p.m.

Vote Aye-5 Nay-0

FYI -

1. Tentative Future Agendas September 24, 2012.
2. Hillsboro Street Water Main Project Newsletter of September 17, 2012.
3. Finance Officer's Memo of September 24, 2012; RE: Trip Report on Staff Visit to the Local Government Commission, Debt Management Section.
4. Contract for NC Rural Center Building Reuse Program Grant Administration dated September 17, 2012.
5. NCDENR e-mail of September 14, 2012; RE: EMC Approval of Pittsboro's Jordan New Development Program.

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Randolph Voller, Mayor

ATTEST:

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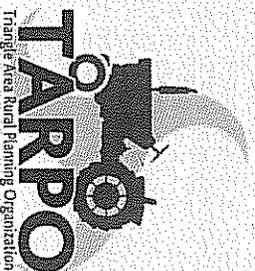
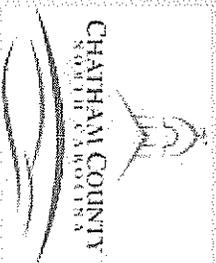
Alice F. Lloyd, CMC, NCCMC  
Town Clerk

# Chatham County Comprehensive Transportation Plan



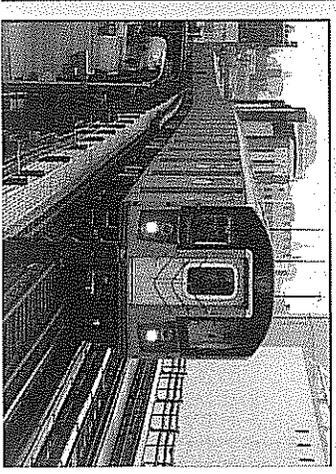
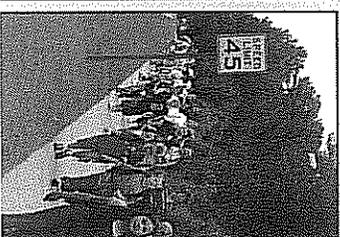
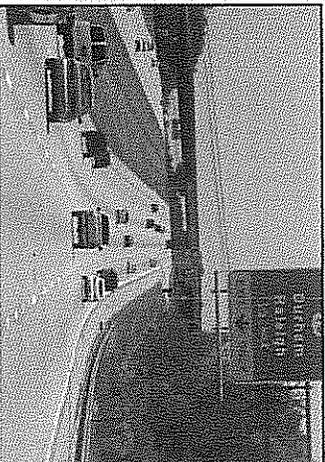
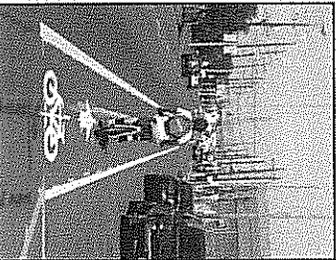
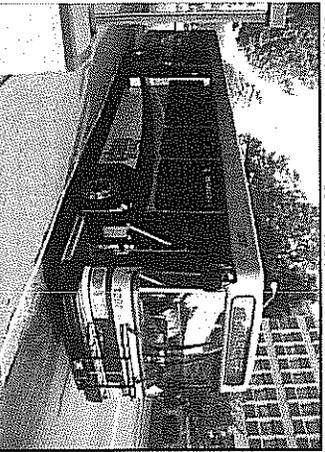
Photo by Duane Hill

September 24, 2012



# Overview of a CTP

- Replaces previous thoroughfare plans (Chatham, Siler City, Pittsboro)
- County-wide, multi-modal, long-range, fiscally unconstrained
- Developed by CTP committee with county staff, municipalities, TARPO, DCHC MPO NCDOT, and others
  - Incorporates local interests, community goals, and statewide needs in one common plan
- Identifies future transportation deficiencies, generates recommendations that decision-makers can use to guide future transportation decisions
  - Provides a “needs list” for year 2040
  - Designed to be easily updated in order to remain relevant



# Overview of a CTP

**A CTP does not...**

Make a promise to build roads

Determine a pinpoint location of new roads

**Final plan is comprised of...**

A map set of recommendations for each mode

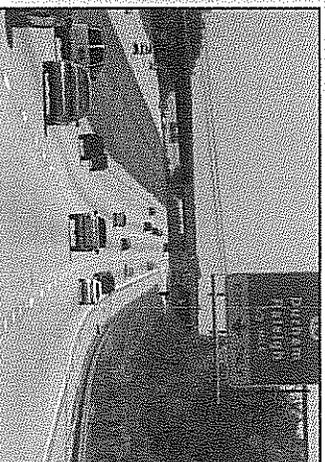
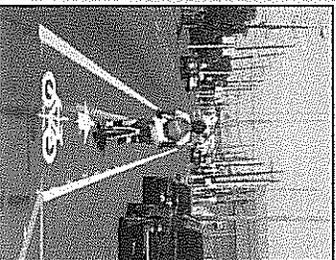
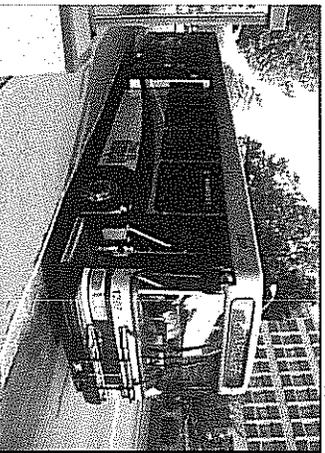
A written report for documentation

**Adopted/endorsed at 3 levels**

Local (county/municipalities)

Regional (RPO/MPO)

State (NCDOT)



# Committee's Progress (in the CTP process)

*\*Monthly Committee Meetings\**

*Identify Roads to Study*

*Field Data Collection*

*Public Survey*

*Traffic Growth Rates*

*Future Traffic Projections*

*Problem Areas*

*Crash Data*

Current Year Data

Analysis

Project Data

Analyze Deficiencies

Develop Alternatives

*Draft Recommendations & Presentations*

*Local Input  
Public Drop-Ins*

Recommended Plan

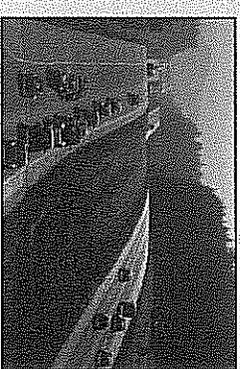
Adoption

Technical Report

Corridor Protection

Programming

# What are Capacity Deficiencies? (Volume/Capacity)



**Objective:** target and analyze potential future problem areas  
(to help create solutions on the final plan)

**Volume** = Amount of vehicles on road (average in a day)

**Capacity** = how much traffic a road can handle in average day  
(Based on attributes such as speed limit, lane width,  
number of lanes, etc.)

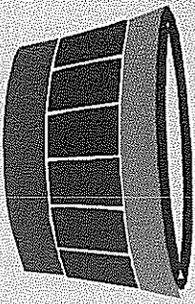
**Deficiencies** = areas where volume exceeds capacity

Projected traffic is compared to the road's existing capacity

→ "Volume/Capacity Ratio"

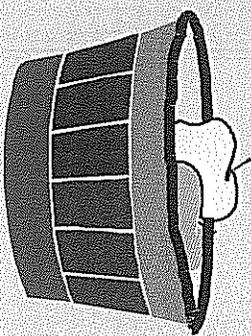
→ V/C ratio = 1.0 when road is AT capacity

# A Road's Capacity to Hold Cars can be Compared to a Basket's Capacity to Hold Apples

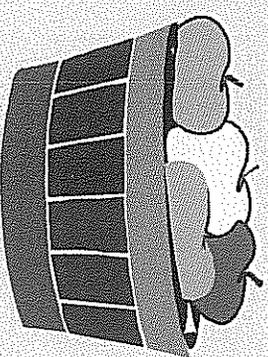


Empty Basket  
Can Hold 5 Apples

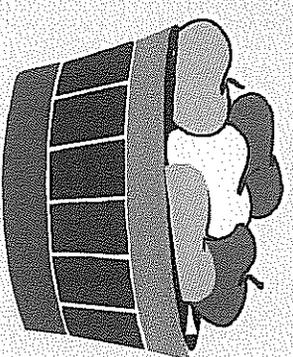
Volume = 0 apples  
Capacity = 5 apples  
V/C ratio = 0/5 = 0  
No problems



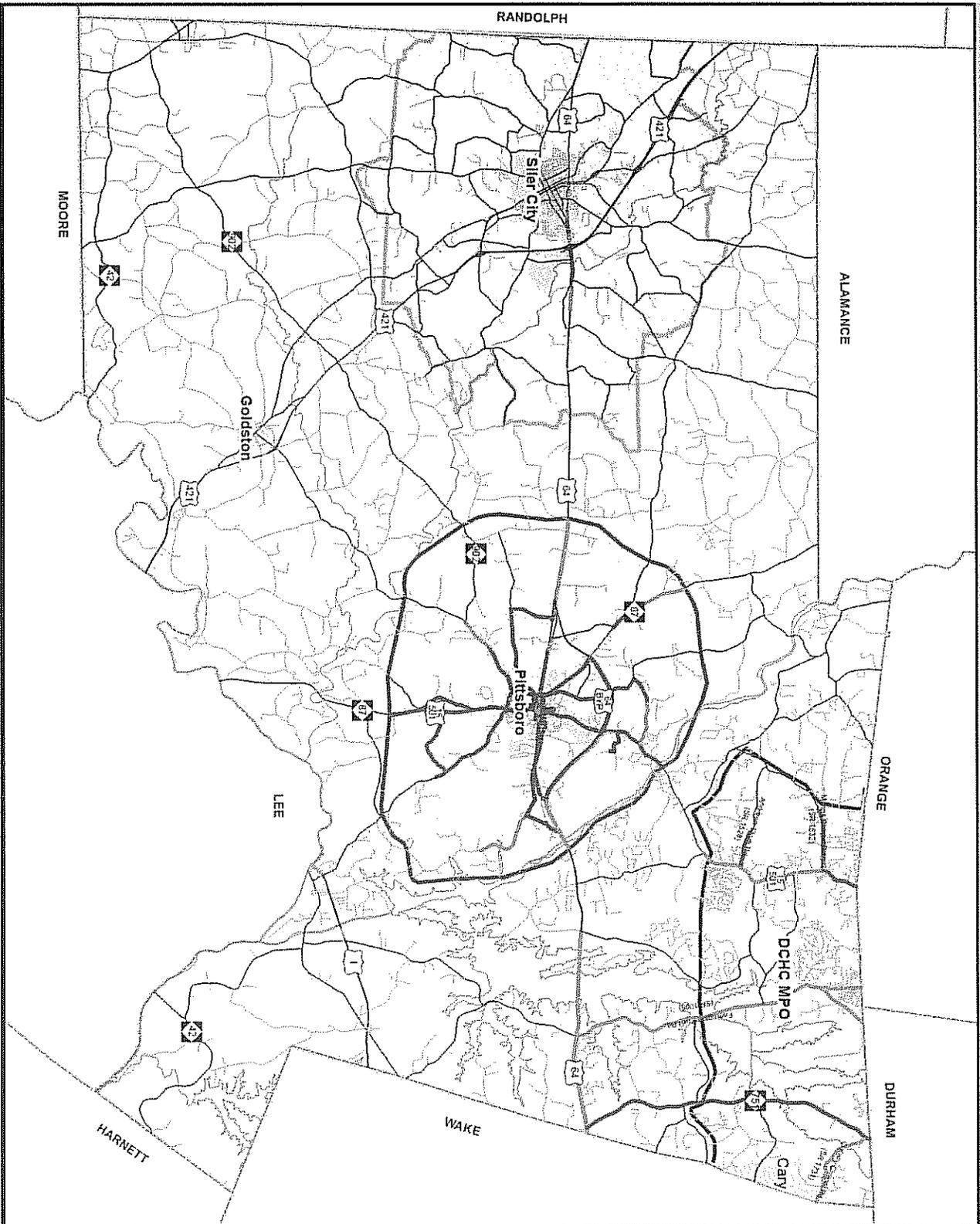
Volume = 2 apples  
Capacity = 5 apples  
V/C ratio = 2/5 = 0.4  
No problems  
Still Room for More



Volume = 4 apples  
Capacity = 5 apples  
V/C ratio = 4/5 = 0.8  
Near Capacity of Basket



Volume = 5 apples  
Capacity = 5 apples  
V/C ratio = 5/5 = 1.0  
Definite Problems --  
Improve the basket to hold more



**DRAFT**  
Capacity Deficiencies

Projected to  
2040\*

**Chatham County**  
Comprehensive  
Transportation Plan

\* Capacity Deficiencies inside  
Pittsboro CTP boundary  
projected to 2035

**Roads**

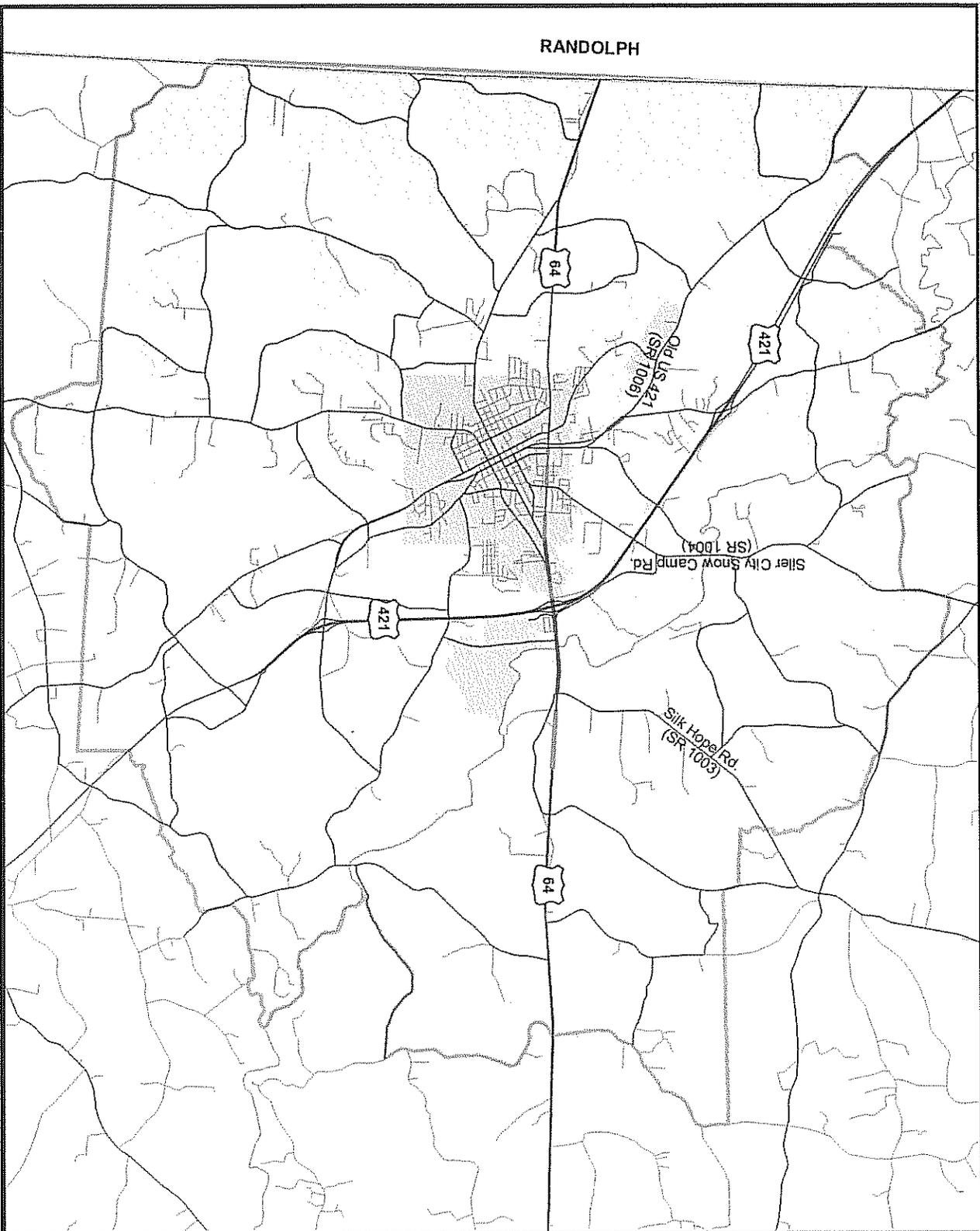
- Below Capacity
- V/C 0.8 to 0.9
- V/C 1.0 and above

- Rivers, streams, lakes
- Municipal Boundaries
- County Boundaries
- Pittsboro CTP Boundary
- DCHC MPO Boundary
- Siler Model Boundary



Base map date:  
Refer to CTP document for more details

RANDOLPH



**DRAFT**

**Capacity Deficiencies**

Projected to 2040

SILER CITY  
MODEL BOUNDARY  
INSET

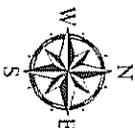
**Chatham County**

Comprehensive  
Transportation Plan

**Roads**

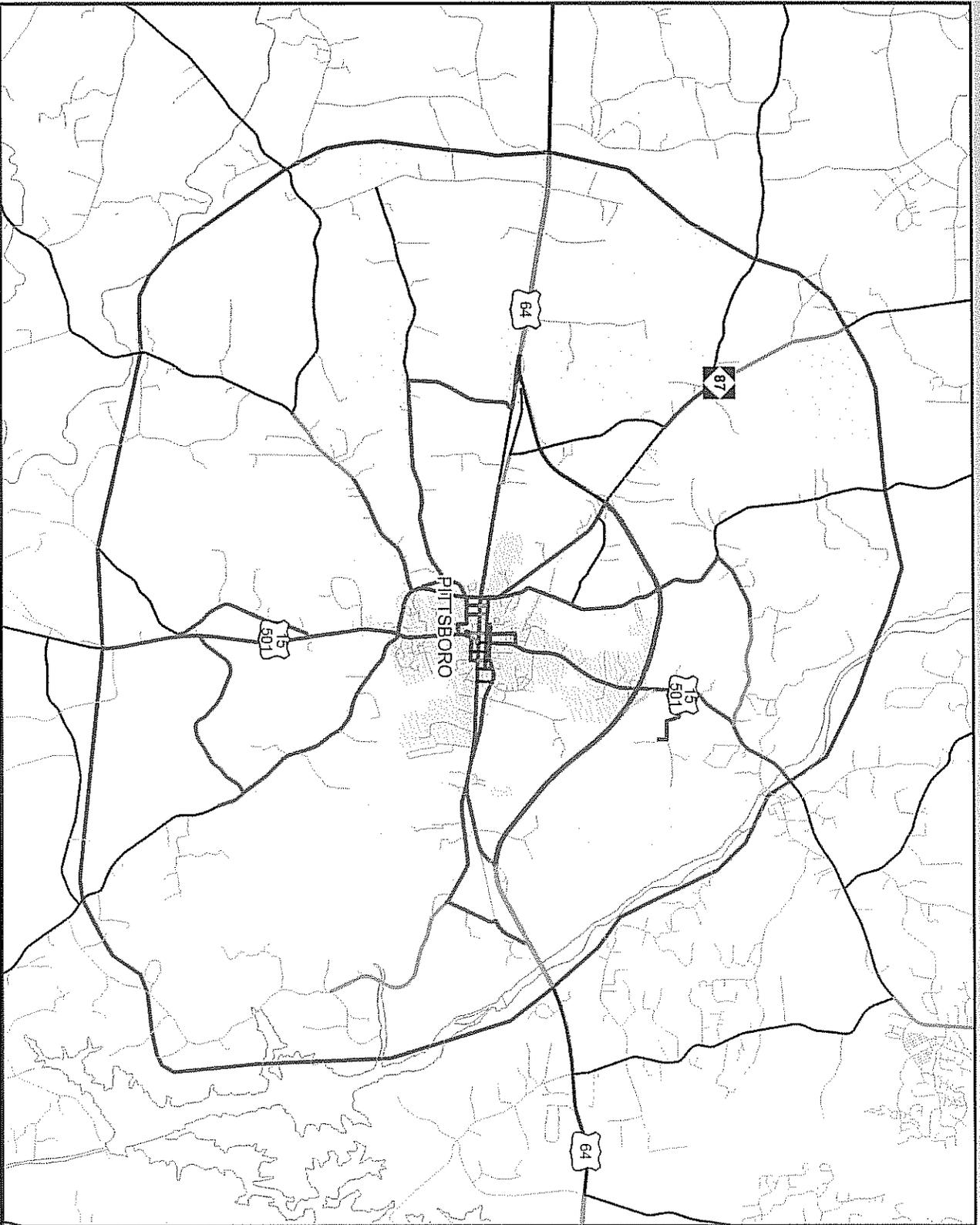
- Below Capacity
- V/C 0.8 to 0.9
- V/C 1.0 and above

- Rivers, streams, lakes
- Municipal Boundaries
- County Boundaries
- Siler Model Boundary



Base map date:

Refer to CTR document for more details



**DRAFT**  
**Capacity Deficiencies**  
**Projected to 2035\***

PITTSBORO  
 CTP BOUNDARY  
 INSET

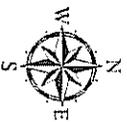
**Chatham County**  
 Comprehensive  
 Transportation Plan

\* Capacity Deficiencies outside  
 Pittsboro CTP boundary  
 projected to 2040

**Roads**

- Below Capacity
- V/C 0.8 to 0.9
- V/C 1.0 and above

- Rivers, streams, lakes
- Municipal Boundaries
- Pittsboro CTP Boundary
- Silver Model Boundary



Base map date:  
 Refer to CTP document for more details.

# Next Steps

## *Identify Roads to Study*

*Field Data*

*Collection*

*Public Survey*

*Traffic Growth Rates*

*Future Traffic Projections*

*Problem Areas*

*Crash Data*

**Current Year Data**

**Analysis**

**Project Data**

**Analyze Deficiencies**

**Develop Alternatives**

*Local Input*  
*Public Drop-Ins*

**Recommended Plan**

**Adoption**

**Technical Report**

**Corridor Protection**

**Programming**

*Draft Recommendations & Presentations*

# Questions?

*Contact:*

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