



**AGENDA  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, DECEMBER 12, 2022  
7:00 PM**

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**\*\*\*PLEASE NOTE THIS REGULAR MEETING WILL BE HELD IN A HYBRID FORMAT WITH THE BOARD OF COMMISSIONERS PARTICIPATING IN-PERSON AT THE CHATHAM COUNTY AGRICULTURE AND CONFERENCE CENTER (1192 US 64 BUSINESS, PITTSBORO, NC 27312). PUBLIC PARTICIPATION IS AVAILABLE BOTH IN-PERSON AND REMOTELY VIA ZOOM. THE REGULAR MEETING WILL ALSO BE STREAMED TO THE TOWN'S YOUTUBE PAGE (SEE QR LINK ABOVE). REMOTE PARTICIPATION IS NOT AVAILABLE VIA YOUTUBE.**

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**Call to Order – Mayor Perry**

**Invocation / Moment of Silence – Mayor Perry**

**Pledge of Allegiance – Commissioner Farrell**

**Adoption of the Agenda** – Mayor Perry will present the Agenda to be set. A motion will be made to either approve the Agenda as proposed or a motion will be made to modify the Agenda.

**CITIZEN MATTERS**

**1. Manager Updates**

**2. Mayor & Commissioner Updates and Concerns**

**Mayor Perry**

- Comments / Concerns

**Mayor Pro Tem Baldwin**

- Chatham County Affordable Housing Advisory Committee (AHAC)
- Fairground Association
- Triangle J Council of Governments (TJCOG)
- Comments / Concerns

**Commissioner Bonitz**

- Chatham County Climate Change Advisory Committee

- Comments / Concerns

**Commissioner Farrell**

- Pittsboro Business Association (PBA)
- Comments / Concerns

**Commissioner Shipp**

- Chatham County Affordable Housing Advisory Committee (AHAC)
- Chatham County Economic Development Corporation (EDC)
- Comments / Concerns

**Commissioner Vose**

- Chatham County Arts Council
- Triangle Area Rural Planning Organization (TARPO)
- Chatham Chamber of Commerce
- Comments / Concerns

**3. Public Comment**

**CONSENT AGENDA**

Mayor Perry will ask for a call for action on the Consent Agenda (A motion will be made to either approve the Consent Agenda as proposed or a motion will be made to modify the Consent Agenda).

The Board of Commissioners uses a Consent Agenda to act on non-controversial and routine items quickly. The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Board member or citizen. The Consent Agenda contains the following items:

- 1. Minutes of the November 18, 2022 Special Meeting of the Board of Commissioners**
  - Action Recommended: Approve the Minutes.
- 2. Town of Pittsboro Parks and Recreation Advisory Board (PARAB) Quarterly Update**
  - Action Recommended: No Approval Necessary, Information Item Only.
- 3. Adoption of 2023 Board of Adjustment Regular Meeting Schedule**
  - Action Recommended: Adopt the 2023 Regular Meeting Schedule.
- 4. Pittsboro Boys & Girls Club Report – September 1, 2022 – October 31, 2022**
  - Action Recommended: No Approval Necessary, Information Item Only.
- 5. Contract Amendment between Town of Pittsboro and Sharpe Patel, PLLC**
  - Action Recommended: Authorize the Town Manager, Mayor and Finance Officer to sign the contract Amendment.

End of Consent Agenda.

## **PUBLIC HEARINGS**

1. None.

## **NEW BUSINESS**

1. **Salary Schedule Adoption**
  - Action Recommended: Approve Salary Schedule.
2. **Triangle J Council of Governments Job Description Services**
  - Action Recommended: Authorize the Interim Town Manager to execute the contract for job description services.
3. **Caroler Sponsorship Budget Request**
  - Action Recommended: Approve \$1378.00 from Governing Board Funds.
4. **NCDOT Grant Application for Paved Trails and Sidewalks Feasibility Study**
  - Action Recommended: Authorize the Interim Town Manager to execute and file the IMD Feasibility Study Grant Application to NCDOT.
5. **America's Water Infrastructure Act (AWIA) of 2018 Risk & Resilience Assessment and Emergency Response Plan**
  - Action Recommended: Authorize the Interim Town Manager to certify the Letter of Promulgation.
6. **Donation to Downtown from Chatham Park Investors**
  - Action Recommended: Accept donation.

## **OLD BUSINESS**

1. **Section 4.1/4.5 MOU Parkland Agreement**
  - Action Recommended: Adopt a motion accepting 51 acres of parkland dedication in Section 4.1/4.5.
2. **Sidewalk Connection Chatham Business Drive**
  - Action Recommended: Approve Resolution to accept bids and award the construction contract.
3. **Chatham Park Way Bonus Allocation Agreement**
  - Action Recommended: Approve Allocation Agreement and Resolution.

## **MISCELLANEOUS**

1. **Force Main Update Presented by Wooten**
  - Action Recommended: Information only.
2. **Sustainable Development Practices and Incentives Memorandum**

- Action Recommended: Information only.

**CLOSED SESSION**

1. **The Board of Commissioners wish to hold a Closed Session pursuant to N.C.G.S. § 143-318.11. (a)(3).**

**Adjournment**