



**MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, FEBRUARY 14, 2022  
7:00 PM**

Members Present (Virtual): Mayor Cindy S. Perry, Mayor Pro Tem Pamela Baldwin, Commissioner John Bonitz, Commissioner Jay Farrell, Commissioner Kyle Shipp, and Commissioner James Vose.

Staff Present (Virtual): Town Manager Chris Kennedy, Town Attorney Paul S. Messick, Chief of Police Shorty Johnson, Planning Director Theresa Thompson, Senior Planner Victoria Bailiff, Planning Project Manager Molly Boyle, Planner II Janie Phelps, Parks Planner Katy Keller, Director of Engineering Kent Jackson, Project Engineer Morgan DeWit, and Customer Service Specialist Kelly Hughes.

**Call to Order – Mayor Perry**

Mayor Perry called the meeting to order at 7:03pm.

**Invocation / Moment of Silence**

Mayor Perry asked for a moment of silence.

**Pledge of Allegiance**

Pledge of Allegiance was led by Commissioner Farrell.

**Adoption of the Agenda**

Commissioner Bonitz made a motion to approve the Regular Agenda as presented, seconded by Commissioner Shipp.

Vote: Aye-5 Nay-0

Mayor Perry: N/A

Mayor Pro Tem Baldwin: Aye

Commissioner Bonitz: Aye

Commissioner Farrell: Aye

Commissioner Shipp: Aye

Commissioner Vose: Aye

Motion Passed.

## **Resolution Recognizing Black History Month**

The Resolution was read into the record by Mayor Perry.

Mayor Pro Tem Baldwin made a motion to adopt the Resolution Recognizing Black History Month, seconded by Commissioner Bonitz.

Vote: Aye-5 Nay-0

Mayor Perry: N/A

Mayor Pro Tem Baldwin: Aye

Commissioner Bonitz: Aye

Commissioner Farrell: Aye

Commissioner Shipp: Aye

Commissioner Vose: Aye

Motion Passed.

## **UPDATES & COMMISSIONER CONCERNS**

### **1. Manager Updates**

Town Manager Chris Kennedy offered that the agenda was modified to add a revised format for the QR codes listed at the top of the agenda, with the inclusion of two (2) QR codes: one for the agenda packet materials that links to the Town website and the other linking the public to the Town's YouTube page for viewing Board meetings. Town Manager Kennedy provided an overview of the Town's upcoming schedule for the development of the Fiscal Year 2022-23 annual budget as well as few comments on the proposed budget conditions known thus far in the process. Town Manager Kennedy reminded water customers about the Town's arrangement with Chatham Marketplace and the disbursement of water at that location, thanked Evan Diamond and his team for their continued assistance. Town Manager Kennedy announced that the road sign concerns introduced a few meetings back by individual Board members have each been rectified.

### **2. Mayor Updates**

Mayor Perry stated that she met with Congressman David Price and shot a video at our water treatment plant facility with the Congressman pertaining to the bipartisan infrastructure bill. Mayor Perry added that she was recently interviewed by students from North Carolina State University with questions pertaining to growth to aid their research projects. Mayor Perry also mentioned that she attended her first Chatham County Climate Change Advisory Committee meeting recently.

### **3. Commissioner Updates**

Commissioner Farrell offered that he attended the most recent PBA (Pittsboro Business Association) meeting and discussed topics from that meeting.

Commissioner Shipp stated that he attended the most recent MSPBO (Main Street Pittsboro) and will save further comments about MSPBO for the Miscellaneous agenda item this evening. Commissioner Shipp added that he underwent board training with Chatham EDC (Economic Development Corporation) and that the Chatham EDC is seeing a great amount of interest in the county's megasite locations in Moncure and Siler City.

Commissioner Vose mentioned that he attended the TARPO (Triangle Rural Planning Organization) meeting and that he was eager to learn and contribute more to that effort.

Mayor Pro Tem Baldwin announced that she and Commissioner Bonitz attended the TJCOG (Triangle J Council of Governments) meeting.

### **CITIZEN MATTERS**

#### **1. Public Comment**

None.

### **CONSENT AGENDA**

- 1. Mural for Main Street Pittsboro at Page Vernon Park**
- 2. Town of Pittsboro Reimbursement Agreement for the Town's Cost Share of the City of Sanford Water Treatment Plant Expansion Design Costs**
- 3. Town of Pittsboro Downtown Advisory Board Membership Eligibility Requirements**
- 4. Set the Public Hearing for A-2022-01 Chatham Park Section 5.1 East – Wendover Parkway (PARID 87175, 7339), Chatham Park Investors, LLC**
- 5. Town of Pittsboro Development Standard Specification “Specs” & Details Updates: Potable Water & Sanitary Sewer Systems**
- 6. Legislation Tracking & Policy Updates for the Board of Commissioners**
- 7. Board of Commissioners Future Agenda Item “Look Ahead” Tentative Schedule**

End of Consent Agenda.

Prior to a vote on the Consent Agenda, Commissioner Farrell asked a clarifying question about the matching funds requirement for Main Street public art versus façade improvement grants.

Commissioner Shipp responded by stating that public art does not require a match while façade improvement grants require a 50% funding match from the property owner.

Commissioner Shipp made a motion to approve the Consent Agenda as presented, seconded by Commissioner Farrell.

Vote: Aye-5 Nay-0

Mayor Perry: N/A  
Mayor Pro Tem Baldwin: Aye  
Commissioner Bonitz: Aye  
Commissioner Farrell: Aye  
Commissioner Shipp: Aye  
Commissioner Vose: Aye

Motion Passed.

### **PUBLIC HEARINGS**

1. None.

### **OLD BUSINESS**

1. None.

### **NEW BUSINESS**

1. None.

### **MISCELLANEOUS**

#### **1. Main Street Pittsboro Continuation of Services Post June 30, 2022 Discussion**

Town Manager Chris Kennedy provided an overview of this agenda item and discussed the premise of the conversation. Town Manager Kennedy stated as the Town continues to prepare to transition the administration of the Main Street from the 501(c)(3) back to a Town department, conversations are likely needed to avoid any lag in continuation of services with the transition.

Commissioner Shipp added to the Town Manager's description of the latest and detailed that the Main Street Pittsboro board was primarily seeking clarity about the continuation of programs like façade grants and mural projects that crossover the fiscal year and then who do we wish to serve on the Town's new downtown advisory board.

Mayor Pro Tem Baldwin stated that she supported the continuance of the mural and façade grant programs. Commissioner Bonitz and Commissioner Vose voiced their agreement.

Commissioner Bonitz stated that he would like to see these, and other infrastructure improvements continue and expand as part of the administration of the Main Street program.

Mayor Pro Tem Baldwin expressed her desire to continue supporting the special events.

Commissioner Shipp agreed and discussed that we still need to work out the finer particulars in how we wish to support events.

Commissioner Farrell expressed concerns over previous events such as Local on Main and the lack of benefit to the downtown businesses, so he would not be in favor of supporting that event as it has been previously structured.

Commissioner Bonitz concurred with Commissioner Farrell's concerns about date, location, and price of the event.

Mayor Pro Tem Baldwin stated she had no issue with any tweaks to the event, but she supported the concept of these type of events.

Discussion ensued about the upcoming event and the parameters of holding the upcoming Local on Main event.

Commissioner Shipp added that Main Street Pittsboro had planned for the Local on Main event to be the first fundraiser for the future non-profit to run the Welcome Center.

The Board expressed concern over the costs for attending the Local on Main event and its accessibility to the public and encouraged the volunteers to consider this concern in the event planning.

Mayor Perry asked Commissioner Shipp for clarification about how the Town would fund this fundraiser event for the Welcome Center.

Commissioner Shipp responded that many details are still to be determined, but that the most recent proposal was to consider Town funds as a loan for the fundraiser that would be repaid with proceeds from the event.

Town Manager Kennedy stated he agreed with Commissioner Shipp's comments that many details are to be refined and consequently that the Town has requested a formal request from the welcome center committee and if one is provided, he will provide such to the Board.

## **2. Pittsboro Affordable Housing Task Force Membership Update from the Town Manager**

Town Manager Chris Kennedy stated that six of the seven available members of the previous Affordable Housing Task Force have expressed an interest in serving again if needed.

Commissioner Shipp suggested representation from Chapel Hill or Durham and a developer of affordable housing such as Third Wave.

Mayor Pro Tem Baldwin offered the suggestion of Ms. Sharon Teller as a member for the Affordable Housing Task Force.

**CLOSED SESSION**

- 1. The Board of Commissioners wish to hold a Closed Session pursuant to N.C.G.S. § 143-318.11. (a)(6).**

Commissioner Vose made a motion to go into Closed Session pursuant to N.C.G.S. § 143-318.11. (a)(6), seconded by Commissioner Farrell.

Vote: Aye-5 Nay-0

Mayor Perry: N/A  
Mayor Pro Tem Baldwin: Aye  
Commissioner Bonitz: Aye  
Commissioner Farrell: Aye  
Commissioner Shipp: Aye  
Commissioner Vose: Aye

Motion Passed.

Commissioner Vose made a motion to come out of Closed Session, seconded by Commissioner Bonitz.

Vote: Aye-5 Nay-0

Mayor Perry: N/A  
Mayor Pro Tem Baldwin: Aye  
Commissioner Bonitz: Aye  
Commissioner Farrell: Aye  
Commissioner Shipp: Aye  
Commissioner Vose: Aye

Motion Passed.

**Final Board of Commissioner Comments & Adjournment**

Commissioner Farrell requested paper copies of the agenda materials and stated some concern about lighting and crosswalk issues at the Mod restaurant in downtown.

Discussion ensued amongst the Board and the Town Manager about this area and what the Town can do in the interim while NCDOT is delayed in replacing the street lighting in this area and continued sidewalk deviations with SoCo construction.

Commissioner Farrell expressed an interest to returning to in-person Board meetings and the opening of Town offices to the public.

Discussion ensued amongst the Board and the Town Manager about this concept. No consensus or decision was made about returning to in-person Board meeting or the opening of Town offices.

Further discussion ensued amongst the Board about NCDOT projects throughout Town including the Hillsboro Street widening project, Chatham Park Way South, sidewalks, and bike lanes.

Commissioner Shipp mentioned that SoCo and downtown businesses were holding a Mardi Gras event on February 26, 2022.

Commissioner Farrell announced that the Northwood High School boys and girls basketball teams won their conference championships.

Commissioner Farrell made a motion to adjourn at 9:28pm, seconded by Commissioner Shipp.

Vote: Aye-5 Nay-0

Mayor Perry: N/A

Mayor Pro Tem Baldwin: Aye

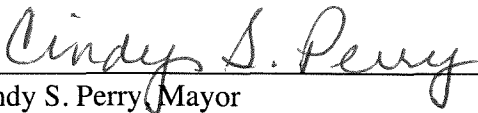
Commissioner Bonitz: Aye

Commissioner Farrell: Aye


Commissioner Shipp: Aye

Commissioner Vose: Aye

Motion Passed.

  
Cindy S. Perry Mayor

ATTEST:

  
Paul S. Messick, Interim Town Clerk

