



TOWN OF PITTSBORO

The Pittsboro Board of Commissioners met in Regular Session on **Monday, August 14, 2023**, at 7:00pm in the meeting room at the Chatham County Agriculture and Conference Center with Mayor Pro Tem Baldwin presiding. The meeting was called to order at 7:02 pm. Mayor Pro Tem Baldwin requested a moment of silence with the recitation of the Pledge of Allegiance led by Commissioner Farrell.

ELECTED TOWN OFFICIALS PRESENT: Mayor Pro Tem Pamela Baldwin, Commissioners Jay Farrell, Kyle Shipp, and James Vose.

ELECTED TOWN OFFICIALS ABSENT: Mayor Cindy Perry and Commissioner John Bonitz.

TOWN STAFF PRESENT: Assistant Town Manager/Director of Engineering Kent Jackson, Town Attorney Paul S. Messick, Chief of Police Shorty Johnson, Downtown Development Director Theresa Thompson, Public Information Officer/Emergency Management Coordinator Colby Sawyer, Director of Planning Randy Cahoon-Tingle, Senior Planner Molly Boyle, Director of Parks and Recreation Katy Keller, Project Engineer Morgan DeWit and Town Clerk Carrie Bailey.

ADOPTION OF THE AGENDA

Mayor Pro Tem Baldwin called for a motion to either approve or modify the agenda as proposed.

Commissioner Shipp made a motion to approve with a modification removing item #7 from the Consent Agenda making it Old Business #1, seconded by Commissioner Farrell.

Vote: Aye-4 Nay-0 Motion carried unanimously.

CITIZEN MATTERS

1. Assistant Town Manager Updates
Assistant Town Manager/Director of Engineering Kent Jackson shared the following Manager updates: A map will be added to the leaf collection schedule for resident use on the Town website. The splashpad part is due to arrive Tuesday for installation hopefully to allow the splashpad to reopen. Tuesday August 22nd is scheduled to meet with officials from the Town of Carthage to tour downtown and discuss downtown initiatives. Friday August 25th will be the water treatment plant granular activated carbon (GAC) filtration 1 year celebration at 9am.
2. Mayor Pro Tem and Commissioner Updates and Concerns
Mayor Pro Tem and Board members gave updates on the committees and boards on which they serve.
3. Public Comment



- a. Susan Crate-235 Bynum Church Road, Pittsboro, NC 27312 spoke on the ecological impact of the requested Chatham Park North Village Small Area Plan Amendment.
- b. Elaine Chiosso-1076 Rock Rest Road Pittsboro NC 27312 urged to reject the requested Chatham Park North Village Small Area Plan Amendment due to impact of downstream water quality, deforestation and downstream water quality of Jordan Lake.
- c. Debbie Tunnell-282 Moore Mountain Road, Pittsboro NC 27312 shared concerns of the ecosystem impacts of the Chatham Park North Village Small Area Plan Amendment.
- d. Amanda Robertson-244 Prince Creek, Pittsboro, NC 27312 expressed deep concerns for Chatham Park accommodations regarding adverse impacts on environment, natural areas, waterways and the Haw River within the Chatham Park North Village Small Area Plan Amendment.
- e. Liz Cullington-390 Rocky Hills Road, Pittsboro, NC 27312 expressed areas of unnecessary change requests of the Chatham Park North Village Land Use Plan regarding road routes, stormwater devices, and bioretention.
- f. Randy Voller-21 Randolph Court, Pittsboro, NC 27312 shared NC DOT updates of improvement ideas for walkability at corners of Oakwood Drive and addressed flooding issues during the same conversation on Oakwood Drive and Park Drive.
- g. Joy Hewitt-3069 Silk Hope Gum Springs Road, Pittsboro, NC 27312 requested to require the maximum tree coverage, park acreage and Haw River protection within Chatham Park North Village.

CONSENT AGENDA

Mayor Pro Tem Baldwin called for action on the Consent Agenda.

The Consent Agenda contained the following items:

1. Minutes of the July 24, 2023 Regular Meeting of the Board of Commissioners
2. Curbside Leaf Collection Schedule 2023-2024
3. Community Development Block Grant (CDBG) for Economic Development for Gilero LLC Public Hearing Request
4. Chatham Park Landscaping Element Text Amendments PB-23-218
5. Budget Amendment for Fiscal Year 2023-2024 Carry Over
6. Pittsboro Downtown Advisory Board Regular Meeting Schedule 2023 Modification
7. ~~Building Rehabilitation Grant Program Policy and Application~~ **Move item to Old Business #1.**
8. Façade Improvement Grant Program Policy and Application
9. Promotions Sponsorship Funding Request Program Policy and Application



Commissioner Shipp made a motion to approve the revised Consent Agenda with the eight items, seconded by Commissioner Farrell.

Vote: Aye-4 Nay-0 Motion carried unanimously.

PUBLIC HEARINGS

Commissioner Farrell made a motion to enter Public Hearing regarding the Ordinance to change the Mayor term from two to four years, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

1. Ordinance to Change Mayor Term from Two-Year to Four-Year

Assistant Town Manager/Director of Engineering Kent Jackson presented the item to the Board. Commissioner Shipp clarified that the revision would take effect during 2025 election with Mayor and two Commissioners positions for election which would allow Board changes to be equal. Mayor Pro Tem Baldwin addressed the term change would allow for a Mayor to have a more consistent term to work with the Board and Town Manager.

Randy Voller-21 Randolph Court, Pittsboro, NC 27312 supported the Resolution to change the Mayor term from two (2) to four (4) years in addition recommended the expansion of Commissioners to seven (7) members and Mayor acting as tie-breaking vote if the Board is deadlocked. Voller also recommended due to growth and population to create residency requirement districts, similar to Chatham County elections of County Commissioners, requiring elected officials to live in a specific district but voters could vote for all Commissioners.

Liz Cullington-390 Rocky Hills Road, Pittsboro, NC 27312 voiced support to change Mayor term from two (2) years to four (4) years and suggested the recommendations of Mr. Voller be considered far-off into the future as the residency district restrictions may make it difficult to find candidates.

Commissioner Shipp made a motion to close the Public Hearing, seconded by Commissioner Farrell.

Vote: Aye-4 Nay-0 Motion carried unanimously.

Commissioner Shipp made a motion to enter Public Hearing, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

2. A-2023-01: Voluntary Noncontiguous Annexation Petition for PID 61006

Senior Planner Molly Boyle addressed the Board with an overview of the proposed item.



Commissioner Farrell made a motion to exit Public Hearing and approve the Annexation request, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

OLD BUSINESS

1. Building Rehabilitation Grant Program Policy and Application
Downtown Development Director Theresa Thompson reviewed the item for the Board.

Commissioner Shipp made a motion to approve the Building Rehab Policy, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

NEW BUSINESS

1. US Highway 15-501 Intersection Improvements
Assistant Town Manager/Director of Engineering Kent Jackson presented the item for the Boards consideration.

Commissioner Shipp made a motion to approve the agreements for the Intersection Improvements, seconded by Commissioner Farrell.

Vote: Aye-4 Nay-0 Motion carried unanimously.

2. Budget Amendment for NC DOT Intersection Improvement Project
Assistant Town Manager/Director of Engineering Kent Jackson presented the item for the Board.

Commissioner Shipp made a motion to approve the Budget Amendment, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

3. Pittsboro Downtown Advisory Board Resolution Amendment
Downtown Development Director Theresa Thompson presented the item to the Board.

Commissioner Farrell made a motion to adopt the Amended Resolution, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

4. Pittsboro Downtown Advisory Board Member Appointments
Downtown Development Director Theresa Thompson presented the item to the Board.



Commissioner Shipp made a motion to approve Waylon Vose and Planning Director or their designee, seconded by Commissioner Vose.

Vote: Aye-4 Nay-0 Motion carried unanimously.

5. Chatham Park North Village Small Area Plan-1st Amendment
Planning Director Randy Cahoon-Tingle and Senior Planner Molly Boyle presented the item to the Board.
Chuck Smith, Chatham Park Investors, shared his appreciation of Senior Planner Molly Boyle and was available to answer questions of the Board on the proposed Small Area Plan revisions.

The Chatham Park North Village Small Area Plan item will continue on the August 28, 2023 agenda to allow public comment and input on the item.

FOR INFORMATION ONLY

1. None.

CLOSED SESSION

1. None.

ADJOURNMENT

Commissioner Shipp made a motion to adjourn at 8:40pm, seconded by Commissioner Farrell.

Vote: Aye-4 Nay-0 Motion passed unanimously.

Cindy S. Perry, Mayor

ATTEST:

Carrie L. Bailey, Town Clerk