

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, SEPTEMBER 27, 2010  
7:00 PM

Mayor Pro tem Pamela Baldwin called the meeting to order at 7:00 p.m. and called for a brief moment of silence.

**ATTENDANCE**

Members present: Mayor Randy Voller (arrived at 7:09 p.m.), Commissioners Pamela Baldwin, Gene T. Brooks, Clinton E. Bryan, III, Michael Fiocco, and Hugh Harrington.

Staff: Town Manager Bill Terry, Town Clerk Alice F. Lloyd, Town Attorney Paul S. Messick, Jr., Assistant Planner Paul Horne and Planning Director Stuart Bass.

Town Manager Bill Terry stated that a Closed Session was not necessary tonight and requested that it be removed from the Agenda.

Motion made by Commissioner Brooks seconded by Commissioner Bryan to add a Ceremonial Agenda for a memorial resolution in memory of Reuben C. "Bill" Warfford, and that the Closed Session be removed from the Agenda.

Vote   Aye-5   Nay-0

**CEREMONIAL AGENDA**

Commissioner Baldwin read the memorial resolution into the record:

Whereas, on the 25<sup>th</sup> day of September, 2010, death ended the life of Reuben C. "Bill" Warfford, a valued citizen of our community; and

Whereas, Reuben C. "Bill" Warfford, through his zeal for this community earned the affection of the people in the Town of Pittsboro; and

Whereas, he served this community well for many years in numerous capacities, including eight years of dedicated service to the citizens of Pittsboro as Commissioner and one year as Mayor, as Chairman of the East Chatham Bloodmobile for the Red Cross, as President of the Chatham County United Way, as Chairman of the Pittsboro Chamber of Commerce, as Treasurer of the Pittsboro Little League, as Chairman of the Board of Trustees of Pittsboro United Methodist Church, and as President and Treasurer of the Pittsboro Kiwanis Club; and

Whereas, service to his community was given with such devotion that it won the respect, admiration and love of all with whom he was associated;

Now, Therefore, Be It Resolved by the Board of Commissioners of the Town of Pittsboro, North Carolina, that we hereby express our deep sympathy at the passing of Reuben C. "Bill" Warfford, our former Mayor and Commissioner.

Be It Further Resolved that a copy of this resolution be spread upon the permanent minutes of the Town of Pittsboro, and that a copy be presented to the family of Reuben C. "Bill" Warfford.

Adopted this the 27<sup>th</sup> day of September, 2010.

Motion made by Commissioner Brooks seconded by Commissioner Fiocco to approve the memorial resolution in memory of Reuben C. "Bill" Warfford.

Vote Aye-5 Nay-0

**A MEMORIAL RESOLUTION IN MEMORY OF REUBEN C. "BILL" WARFFORD  
IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 111**

**CONSENT AGENDA**

The Consent Agenda contained the following item:

1. Approve minutes of the September 13, 2010 regular meeting.

Commissioner Harrington stated that on page 19, fourth paragraph down, it said: "Speaking from the audience, one of the Parks and Recreation Board members said that a bathroom facility alone would cost in the neighborhood of \$220,000." He said Mr. Bussey was not on the Parks and Recreation Board, and he was referring to the American Tobacco Trail. Commissioner Harrington said the sentence should be corrected to read: "Speaking from the audience, Bill Bussey said that a bathroom facility on the American Tobacco Trail would cost in the neighborhood of \$220,000."

Motion made by Commissioner Fiocco seconded by Commissioner Harrington to approve the Consent Agenda as amended.

Vote Aye-5 Nay-0

**REGULAR MEETING AGENDA**

**Citizens Matters**

Mayor Voller arrived at the meeting at 7:09 p.m.

Reverend Terry Dorsey, PO Box 1520, Pittsboro, President of Guardians of Angels, spoke about the possibility of building a long-term adoption center for cats and dogs. He said he had been having that discussion with the Chatham County Board of Commissioners for the last couple of years, and upon talking with one of its board members, Police Chief David Collins, as well as the Town Manager, they began discussing the possibility of working with Pittsboro in any way possible. Rev. Dorsey introduced Professor Bill Reppy, Vice President of Guardians of Angels, of the Duke University Law School and a nationally recognized expert on animal issues including animal law. He then introduced Dr. Kathleen Conway, Treasurer of Guardians of Angels, a researcher at UNC in the area of breast cancer, as well as Nicole Edwards with the

National Institute of Health and Dr. Karen Allen, the Provost of Central Carolina Community College.

Rev. Dorsey provided summary information about his organization, explaining they were a non-profit agency and their work included providing anti-dog fighting training for law enforcement and animal control officers. He stated that over the last three years they had sponsored public spay/neuter days and worked with rescue groups to conduct pet food drives and adoption days. Rev. Dorsey said it was their hope to enter into a public/private partnership with the Town of Pittsboro and the County to build a long-term adoption center for cats and dogs

Rev. Dorsey said the benefits of an adoption center included an enhanced adoption process and adoptable animals that thrived for long periods, and it would mobilize community volunteers. He said it was also their belief that it would enhance the quality of life in Pittsboro not only for citizens but for cats, dogs, and other animals that were vulnerable and innocent, adding it was up to the citizens to look after their well-being and welfare.

Rev. Dorsey said that the local rescue groups did an excellent job and deserved praise, as did the County Animal Shelter, but as they may have read in a recent newspaper article he was quoted as saying the need was much bigger than any walls of any shelter could contain, particularly given the downturn in the economy. He said he believed people would be saddened to know the number of adoptable animals that were euthanized that could have been placed in a long-term facility until they were matched with a home.

Rev. Dorsey said they wanted to continue to connect residents with affordable spay/neuter resources as well as implement education about excellent animal and wildlife care. He said one of their visions for the adoption center was a wildlife triage station, where they would be able to take in injured wildlife for the moment, for the day, or until they could expedite them to one of the wildlife rescue groups. Rev. Dorsey said he had already talked with a founding member of the Piedmont Wildlife Center who was a veterinarian and who was very much in favor of having satellite centers around the State to triage wildlife.

Rev. Dorsey said it was their hope that by introducing the topic tonight that it would facilitate a discussion about working together with the Town as well as the County in terms of securing a donated site for an adoption center. He said a center would provide an anchor from which they could do some very serious fundraising, noting that process had been successful in other counties, naming Paws Forever in Orange County and the SPCA in Wake County as examples.

Rev. Dorsey said that the adoption center would be of benefit not only to the animals but to the citizens, particularly children who would learn about animal care and learn about the “emotional intelligence quotient” that taught them to be kind to animals and consequently to people.

Commissioner Harrington asked how they would distinguish their mission from CARE (Chatham Animal Rescue and Education). Rev. Dorsey said that CARE did good work, but emphasized that his group was not a rescue group. He said the problem with becoming another rescue group was getting caught in the daily duties and details of rescuing animals from the street. Rev. Dorsey said they supported the mission of CARE and had worked jointly with them

on adoptions days, but their goal was to build a long-term adoption center which CARE, the shelter, other rescue groups and citizens could utilize so that they were placing animals in a facility where they could remain for long periods of time while connections were made in this County as well as surrounding counties to get them placed in life-long homes.

Commissioner Harrington said that CARE did not have a shelter but its volunteers looked after the animals. Rev. Dorsey said that was correct, that CARE fostered the animals. Commissioner Harrington said what they were looking for was a facility. Rev. Dorsey said that was correct, noting when they had talked with the Mayor he had given them an excellent idea that perhaps they could have an adoption center visible near Town that included an attached dog park. He said that so far they had not encountered even one person who was not in favor of the idea of a facility.

Mayor Voller said then their wish would be to incorporate a dog park into the adoption center, and stated he had actually attended some of that organization's meetings. Rev. Dorsey said that everyone involved with animals in the County worked very hard, spending a lot of time and money for those animals. He said an adoption center with an attached dog park would be ideal, and when he had talked with Chief Collins the suggestion was made that perhaps that would be a good location for a Police Substation.

Commissioner Harrington asked what the typical stay for an animal at the animal shelter was from the time they were taken in. Holly Coleman, Chatham County Health Director, responded that typically it was seven days, but adoptable animals were kept as long as they had room for them. She said they worked with other adoption agencies such as APS of Orange County who made weekly trips to pick up animals to rescue or foster. Ms. Coleman said that 30-35% of the animals coming into the shelter had a positive outcome, in that they were either reunited with their owners or were adopted, but they wanted to see that percentage rise.

Mayor Voller asked how they would work with the Chatham County Health Department on this. Rev. Dorsey said they wanted to work with the Health Department in this effort, noting that one of the originators of the idea was John Sauls, the Animal Control Director, who they had been in conversation with over the last several years. He said they did the best they could to go way beyond the seven days when possible, but they were often overwhelmed by the number of animals. Rev. Dorsey said one of the ideas being considered that had been used elsewhere was to have a contract with the County that a certain percentage of animals came out of the shelter that they deemed adoptable and paid a fee for the adoption center or some humane society to care for that animal until they were adopted.

Commissioner Fiocco asked how many animals they envisioned the facility would hold. Rev. Dorsey responded that was a good question but not one they could answer now, but noted that such centers did draw consumers and customers from other counties who would visit local businesses while in the area. He said it was his hope that the facility would be built big enough that they were doubling what the County could do in terms of its adoption rate. Rev. Dorsey said he would want to design the facility so it could be expanded, and obviously the size of the initial facility would depend a lot on the land they acquired and the money they raised.

Commissioner Brooks asked if the Health Department had a device to check incoming animals for computer chips so they could locate the owners. Ms. Coleman responded they did not have one on site, but if someone came in saying they had an animal with a chip they would arrange for it to be read. She said they had considered inserting chips on site. Commissioner Brooks said he brought that up because there were a number of hunters in the County who had valuable hunting dogs, and most did insert computer chips in their dogs. He said if the Health Department had one of those devices they could quickly locate the owner.

Mayor Voller asked what they would like to see the Town do in working with Guardians of Angels. Rev. Dorsey responded a realistic start would be to perhaps enter into a conversation about a donation of land, noting that having land would make their efforts real and tangible and give them a good start to a community/County-wide fundraising campaign. He said a donation of land would be a significant step in the right direction. Rev. Dorsey said part of the challenge the shelter faced was not only limited space but that it was well outside of Town, and they hoped to have this facility near and very visible to the Town.

Mayor Voller asked if they needed an actual contribution of land or was it possible for them to share space on a site. He asked the Town Attorney if this group could build on property owned by the Town. Town Attorney Paul Messick replied that the Town could lease Town-owned land to that group. Rev. Dorsey said they were having a similar conversation with the County about the possibility of the County purchasing a piece of land and selling it back to them, but the limitation of that was that if they started in that manner they would have a great deal more fundraising to accomplish to build a adoption center with the necessary amenities.

Mayor Voller asked how large a good, functioning dog park would normally be. Rev. Dorsey responded anywhere between one-half acre and one acre that was fenced in. He said you would obviously need some outdoor area for an adoption center as well.

Mayor Voller asked if the Board would want to see a proposal come forward or how would they want to proceed.

Commissioner Harrington said there were a lot of animal lovers on the Board and in the Town and they would all like to see something good come out of this, but he believed how to proceed was something they would have to think about. He said identifying land would be a good starting point.

Commissioner Bryan said that was something they could look into pursuing.

Commissioner Baldwin asked if they were willing to prepare a proposal to be presented to the Board. Rev. Dorsey said they would be happy to do that.

Commissioner Harrington said the first thing that came to his mind was the 3M Park, but that was some distance from Town. Rev. Dorsey said even if an area was some ways out of Town, if it was on a main roadway that would help with fundraising and marketing. He said having a dog park connected to the adoption center would not only increase the visibility but would also increase the number of volunteers because they would want to make use of the dog park.

Mayor Voller said he was very interested in the idea of a dog park partnering with the adoption center, and believed the Board was interested in moving forward but would need to see a proposal. Rev. Dorsey said he would contact the Town Manager to get on the Board's formal agenda to present a proposal very soon.

## **PUBLIC HEARING**

Motion made by Commissioner Brooks seconded by Commissioner Baldwin to enter into Public Hearing.

### **1. North Carolina Department of Commerce Small Cities Community Development Block Grant (CDBG).**

Mayor Voller said he had asked Becky Smith with Hydrostructures to attend tonight's meeting because she had attended the first meeting with Vanessa Blanchard with the State. He said essentially if the Town was interested in receiving the grant they had until October 29<sup>th</sup> to submit a formal application, noting they had been preliminarily approved for the grant. Mayor Voller said they would have to take action to commit a 5% match, so if they received \$750,000 they would have to commit \$37,500 to obtain the grant. He said they would have to submit an engineering assessment report which Ms. Smith had done as well as an assessment of the area. Mayor Voller said apparently if the Town were to go forward the State would want them to commit specifically to the area on Hillsboro Street that went up to the water tank that was shown on the plans, precisely because the State's interest was for low to median income areas because the funds were federal funds that came to the states for that purpose. He said they had wanted Small Street to be considered but the Hillsboro Street area was the only area that qualified for the CDBG grant, adding that Small Street had not qualified for a variety of reasons.

Mayor Voller said he had spoken to Public Works Director John Poteat who had been excited that this would allow for replacement of the line as well as provide funds for services, because apparently there was some issue with water services and the sewer line on that stretch of 15-501 that he had not been aware of. He said the problem was that line snaked in around the existing sewer line and the issue was when the lines traveled up the homes, and the grant would address that for the residents directly connecting to those lines. Mayor Voller said if they had any residents of Pittsboro that were not connected in that area, the grant would also pay for them to get a tap and service to their homes. He said at present they had 21 connections, but they needed to determine if there were other properties not connected that might still be using wells and septic tanks.

Mayor Voller said the public hearing tonight was required by the application process and the elements for the Town Board to understand that this was a grant and not a loan and would require the 5% match. He said they would also have to appoint a grant administrator which could be paid for out of the grant funds, and they had to submit the same information to the State that had been submitted to the USDA but in the State's format. Ms. Smith stated that survey would also have to be conducted for each and every house in the approved area.

Mayor Voller said that survey had to identify the number of residents in each house and what their income level was to ensure that they were not above the median requirement. Mr. Messick said they might want to consider who would do that survey and who would pay for it. Mayor Voller said they could hire someone or perhaps use volunteers. Mr. Messick said he did not believe they would want volunteers to have access to economic information from those residents. Mayor Voller asked what his suggestion would be. Mr. Messick replied to hire someone, perhaps Hydrostructures, whether they got the grant or not. Mayor Voller remarked they had already received preliminary approval for the grant. Mr. Messick said if they did not qualify based on the survey they would not get the grant. Mayor Voller said according to the census data for that area he believed they would qualify, noting that area was not above the median income.

Mr. Terry said if the Board wanted to pursue the grant then the deadline to apply was only four weeks away. He said that was a very compressed schedule, and the first step would be to get a fee proposal from Hydrostructures and determine if they could meet the deadline, and if they could then what the cost would be.

Motion made by Commissioner Brooks seconded by Commissioner Baldwin to close the Public Hearing.

Vote Aye-5 Nay-0

Commissioner Harrington said there had been no agenda item submitted on this subject and other than some talk about it he had not seen any information about the grant. He said he would like to see a fact sheet that described the grant and some notice that the Town had received preliminary approval and exactly what they had qualified for. Commissioner Harrington said he had been somewhat surprised that they were holding a public hearing on something he had seen zero information about in writing, and asked if they had some documentation that could be provided to the Board.

Mayor Voller said he did and had submitted that to the Town Clerk. He said they also had a PR checklist which was similar to what had been prepared for the USDA grant.

Commissioner Harrington asked if they would say that the grant was a back-up plan to the \$1.6 million USDA grant, so that in case one was not received they could have the other. Ms. Smith said she really could not say, but said she thought the USDA application was very solid and the Town could receive the CDBG grant in addition to the USDA loan. She said the CDBG grant would only fund a particular portion of the project area. Commissioner Harrington said the grant would duplicate a portion of the work that they were seeking funds for under the USDA grant. Ms. Smith said a lot of people received multiple grants for projects such as this.

Mayor Voller commented that the 3M project had four or five funding sources.

Commissioner Harrington said the only thing identified in the grant was the hook ups and they were not necessarily new hook ups, and he was assuming that was acceptable. So, he said, they could bring on the new line while continuing to hook up people that already had water. Ms. Smith said according to the meeting with Ms. Blanchard that was correct. Commissioner

Harrington asked if they had that in writing, noting he understood the desire to go into an area that was underdeveloped and provide water and sewer. He said in this instance they would be reconnecting people already on the line unless they identified people with no hook ups. Ms. Smith said that was true, noting the grant was looking primarily for people who had no service to begin with or health issues such as poor water.

Commissioner Fiocco said then they would have to cross Hillsboro Street. Ms. Smith replied no, that there were a couple of places they would be boring but not on Hillsboro Street. She said they would trench and lay the new pipe right beside existing pipe so it would connect and be hooked up on the side. Commissioner Fiocco said for the connections serving homes on the opposite side of Hillsboro Street they would utilize the existing service line. Ms. Smith replied yes. Commissioner Fiocco said then some homes would get new service connections to the meter, and others would be connected at the main but use the existing service line. Ms. Smith replied yes. Commissioner Fiocco said then they would not be digging up the road. Ms. Smith responded that was correct, although there would be digging required in other areas.

Mayor Voller said the whole point was that the Town had applied for the grant fourteen months ago and it had been surprising that they had been given preliminary approval. He said they had been told it was a narrow funding opportunity and an avenue had been crafted for the Town to qualify based on that meeting with Ms. Blanchard. Mayor Voller said the question for the Board to answer was if it is worth going forward to get the grant and have that in addition to the USDA grant.

Commissioner Harrington said it was his understanding that prior of October 29<sup>th</sup> they had to have the surveys completed and had to file the necessary paperwork, which would carry a cost. He said truthfully, if they got the USDA grant they really did not need this money. Ms. Smith said the USDA funding was for \$1.6 million and was a low-interest loan at 3¼ %, but there had been some indication that the Town may qualify for a part of it to be a grant. Ms. Smith said the funding level being offered through the CDBG grant was significant and was a grant, not a loan.

Mayor Voller said the other possibility he had discussed with Mr. Terry and Ms. Blanchard was that if the Town were to get the CDBG grant in addition to the USDA grant, they might be able to do other projects Mr. Terry had wanted to do but had not been included in the original project, such as the one for Small Street. Mr. Terry said in talking with Jay Johnston they had tried to contain the scope of the USDA grant so it would be well defined, but there was always more work to be done. He said if the CDBG grant were to come along to augment those funds then perhaps through change orders they could add some additional scope of work to the project.

Mayor Voller said that Ms. Blanchard would like to meet this week and he would like to take along Mr. Terry and Ms. Smith as well as any member of the Board interested, noting that meeting would provide answers to whatever they needed to know.

Commissioner Harrington said perhaps they could make a decision on the grant once the Mayor had that meeting with Ms. Blanchard.

Mayor Voller said he believed it would require calling a special meeting of the Board since time was so short.

Commissioner Fiocco said he believed that meeting with Ms. Blanchard was necessary to truly understand the scope of service in order to write a proposal, so perhaps by the end of the week they could actually have a proposal to submit. Mr. Messick commented it was important that the Manager know what was going on, and did not believe that was the case at this point. He said as well he did not believe the Town Board knew everything.

Commissioner Harrington agreed, stating that had been his point when he had commented about the lack of written information.

Mayor Voller said the next step would be that he, Mr. Terry, and Ms. Smith and any interested member of the Board should attend the meeting with Ms. Blanchard and take the information gained and provide it to the full Board so that a decision could be made. He reiterated that the public hearing had been advertised and held tonight in order to satisfy one of the requirements of the grant, and that basically the Town had been told it would receive the grant after they fulfilled all the requirements.

Commissioner Harrington said he was willing to come to a quick special meeting if necessary.

Mayor Voller said his only interest was that this was grant money that did not have to be paid back and would supplement the USDA grant. But, he said, if it turned out to be too onerous a task then they would have to pass on it.

Commissioner Harrington said then in order to move forward they may have to notice and hold a brief special meeting next week.

Mayor Voller said he believed so, because a decision would have to be made as soon as the necessary information was obtained. Mr. Terry said if the decision was made to accept the grant, then the next step would be to obtain a fee proposal and have the Board take action. Mayor Voller said they would also want to determine what fees were reimbursable under the grant and how it would be reimbursed. He said he would alert the Board when the meeting with Ms. Blanchard was scheduled.

## **OLD BUSINESS**

### **1. Design Contract Award for the Southern Park Project.**

Mr. Terry said that over the last two weeks they had been working with both the proposed designer and the grant authority to finalize the scope of the project, noting that some changes had been made to the scope of work.

Assistant Planner Paul Horne said the primary change in the scope was that there was no longer an architect involved, and Town staff would take on more of the work in-house.

Commissioner Fiocco asked was he saying that Town staff would now do some of the work they had envisioned the contractor doing. Mr. Horne said he was referring to the design contract.

Mr. Terry said what Mr. Horne was referring to was preparing the grant applications and construction administration.

Commissioner Brooks said he assumed that the \$23,000 would come from Capital Reserve. Mr. Terry said it would come from the General Fund Balance.

Commissioner Fiocco said he had looked through the proposal and what had struck him was that Chatham County would determine the suitability and potential locations for a septic field. He said it had always been his experience to have a consultant do that work and that the County would simply come out and corroborate the consultant's work. Commissioner Fiocco said he was not sure they could rely on that being a zero fee, and asked was there some cost that the County would charge. Mr. Horne said they had cut out the engineering for that item, and it was often the case that the County did come out and offer help at no cost. He said they already had the soil maps and knew which areas to avoid and those that were moderately acceptable. Mr. Horne said once they narrowed it down into smaller subsections they would know which areas were the most acceptable. Commissioner Fiocco said he assumed that exercise would be important just to preserve the ability to install a restroom at some point and not to disturb that soil. Mr. Horne agreed.

Commissioner Brooks asked would the County do the perk test. Mr. Messick said the County did not do that work gratis; that the Town would have to obtain a permit and the County charged a fee for that.

Mr. Horne said part of what was being requested tonight was approval to negotiate the contract so details such as that would be defined as they moved forward.

Commissioner Fiocco said if they were interested in doing that task which seemed like a reasonable and logical thing to do he believed they should better understand those details, noting he could easily see the cost being another \$2,500. He said he had raised the issue because of the language in the proposal which said they would coordinate with the County to determine suitability and potential locations for a septic field, and he did not know if there was a private soils consultant doing the work. Mr. Horne said they had cut that out in order to reduce the scope of work. Commissioner Fiocco said he believed there would be an associated cost and that needed to be known.

Mayor Voller asked if they had any idea of what the gallons per day need would be based on the uses. Mr. Horne responded not at this stage.

Commissioner Harrington said on the last page under "Professional Fees" it listed Phase Two construction documents, but to clarify that was not referring to Phase Two as a part of this. Mr. Horne said that was correct.

Commissioner Baldwin said that needed to be clarified and better stated in the document.

Commissioner Fiocco asked if the \$6,500 for the survey was an estimate. Mr. Horne responded that would be the designer's fee for getting that done. Commissioner Fiocco said when you looked at the bottom line of \$50,200 that did not include that \$6,500. Mr. Horne said that was correct, noting they could put that out to bid. Commissioner Fiocco said then he would assume that was likely an estimate. Mr. Horne agreed.

Commissioner Bryan wondered how many more unknown costs there were. Mr. Horne said part of the process of cutting down the scope was that the less you designed, the more likelihood there was of unknown costs later on.

Commissioner Fiocco said in regards to the walking trails was it their vision that the trails would be improved. Mr. Horne said currently the plan was the trails would be graveled. Commissioner Fiocco asked about the woodland amphitheatre. Mr. Horne said there was an area of land that was very suitable for a natural amphitheatre and would not require much improvement, but it could also include a park ranger-type station where classes could be conducted for small groups. Commissioner Fiocco asked would seating be provided. Mr. Horne said not under the current budget, although there may be some areas graded in that could provide seating areas.

Commissioner Harrington said that Megan Bolejack had outlined some of the things the Parks and Recreation Board had envisioned for the park, he asked her to speak on that.

Ms. Bolejack, representing the Parks and Recreation Board, said the Town Board had asked that the Parks and Recreation Board discuss the programming and features they were interested in having at the park. She said for Phase I, the plan included the amphitheatre, the driveway, parking, walking trails, the playground, and a restroom. Ms. Bolejack said there were certain programming features that were required in order to get Phase I approved and it had to be newer features. She said that the amphitheatre was one of the new features added to make the grant possible. Ms. Bolejack said in addition to the walking trails the Parks Board was interested in including cross-country bike trails, and the land was suitable for those types of trails. She said features for Phase 2 included bocce courts, a potential dog park, and additional bike trails.

Ms. Bolejack said the Town Board had suggested that the Parks Board meet with the County Parks Board, and she had been in contact with Joe Frazier, the Chair of the County Parks Board. She said they were discussing how to put together an agenda item, but no date had yet been set for that meeting. Ms. Bolejack said it was the desire of the Parks and Recreation Board to see the park developed in a quality fashion.

Commissioner Harrington said he remembered during the previous discussion that the amphitheatre would be fairly modest. Ms. Bolejack said that was correct, noting there was discussion as to what level the amphitheatre could be used, and noted that the grant would only allow a small woodland amphitheatre.

Mayor Voller requested that when the joint meeting was scheduled with the County Parks Board that she send notice to the Town and the County so that those interested could attend. Ms. Bolejack agreed to do so, but noted that discussion was not meant to be immediate for this grant.

She said that joint meeting would take some time to schedule. Mayor Voller said he understood that and noted that the grant was for the Town specifically, but added it would be advantageous to discuss with the County future uses and programming.

Ms. Bolejack said she was aware that there had been surveys conducted in the Town and the County regarding what the community saw as needs, and recreation space had been identified as one of the top concerns for citizens. She said this park would fill that need.

Commissioner Harrington said they had discussed approaching the grant agency regarding their allowance of \$26,000 for design fees to see if they would allow more. Mr. Horne said that was the standard amount allowed in the grant applications, and there was no opportunity provided to allow more.

Commissioner Fiocco asked had he asked if Construction Administration was considered a part of the design fee. Mr. Horne said he had asked and it was a part of the design fee, noting he would be conducting bi-weekly construction administration meetings as well. Commissioner Fiocco said then the grant administrator said that was a part of the design fee and they could not get reimbursed for construction administration. Mr. Horne said they did look at that and it was still considered a part of design fees.

Commissioner Harrington asked how they had gotten the fee down to \$50,000. Mr. Horne said they had made reductions on every item wherever possible.

Mr. Terry said the landscape architect and the engineering consulting for the community park plan had been removed, as well as the septic and well and some construction administrated that had been shifted to Mr. Horne. He said his observation was they had pared down the cost almost by half, from \$95,000 to \$50,000. Mr. Terry said the designer they were recommending had been willing to perform the work for a 20-acre park, and believed it was reasonable to pay \$50,000 for 10 acres of that 20-acre park.

Commissioner Fiocco said he believed they were only designing five acres. Mr. Horne said they would only be disturbing five acres. Commissioner Fiocco said then the construction documents would only account for an area of five acres.

Commissioner Harrington asked would it include the master planning for the entire park. Mr. Horne replied it would.

Commissioner Fiocco asked if going through the master planning process was the way they would define which five acres to survey. Mr. Horne responded that was correct. Commissioner Fiocco said then they would not know until then what area would be put out to bid for the survey work. Mr. Horne responded that was correct.

Mayor Voller asked if it were the will of the Town Board supported by input from the Parks and Recreation Board to cooperate with Guardians of Angels and other appropriate agencies, would he see a problem with working that into these plans. Mr. Horne responded he believed the State

would require that they section off a portion of the land and have it reappraised so that it could be dedicated for an animal facility.

Mr. Terry said the State was viewing the land as part of the matching funds to the grant, and if they deducted acreage for some other use then it may affect the amount of the grant.

Mayor Voller said that would involve only the land encumbered by the grant, noting they still had additional land that was not encumbered. He said in theory, they would still be able to consider that additional land without affecting the park. Mr. Messick said it may not be accessible and you may not be able to get water and sewer to it, and there were other technical issues that had to be considered. He said if it was added to Phase 2 it may not affect the Phase 1 park but it might not be usable to anyone, either.

Mayor Voller said his point was it would not affect the park. Mr. Horne said he believed that PARTF looked at it unfavorably any time a jurisdiction received a land donation specifically for park use and then used it for something else, whether it was for a police or fire substation, offices, or whatever, no matter how important or valuable the use was. He said even a water tower was not particularly viewed favorably. Mayor Voller asked would a dog park be viewed as recreation. Mr. Horne replied yes. Mayor Voller said then theoretically it could be included.

Ms. Bolejack said it was her opinion that a dog park on a piece of land was very different than having an adoption center on that land, adding she believed a dog park was a good idea and an acceptable use of the land.

Mayor Voller said the Board needed to make a decision to go forward with this or not, noting if they did not make a decision soon they would risk losing the \$441,000 grant.

Commissioner Fiocco said he believed the construction period was February 15, 2010 through May 15, 2010 and to meet that schedule the contractor was looking for an authorization to proceed by October 1, 2010. He said he believed there was money for the soils analysis that was not accounted for in the total, or either it was included and they would do the work with a consultant. Commissioner Fiocco said they also had included a line item for a stormwater management plan, and he believed there was no need for that plan because the impervious surface relative to that parcel of land would be so small that he believed they would be exempt. He said he could see the fee for the stormwater plan being traded out for the soils analysis. Commissioner Fiocco said he believed the parking would be viewed as impervious surface.

Commissioner Harrington said the impervious surface on the entire site would be very small. Mr. Horne said he believed that Commissioner Fiocco's analysis was correct and a stormwater plan was likely not required, but he believed that in the scope of services it was an artifact that was put in initially and was never activated. Mr. Horne said he had been in negotiations with Karen Hall who funded the rain garden at the other park, and he had asked for a grant to fund innovative erosion control measures, such as the use of compost, that were a much better process. He said they had not defined a figure yet but that was one source of income that might be available in addition to the PARTF grant.

Motion made by Commissioner Harrington seconded by Commissioner Fiocco to approve the resolution authorizing the Town Manager to enter into a contract with OBS Landscape Architects for design services for the Southern Park project in the amount of \$50,200.

Commissioner Harrington said this was one of the ways they took money from Fund Balance, but if they did not accept the funding it would be a huge loss. He said as an example, they had saved \$45,000 by taking the restroom out of the project, and asked was that a fair statement. Mr. Horne replied that was the bulk of the savings. Commissioner Harrington said that had been saved just by not designing the restroom. He said what bothered him about that was that he had talked with a contractor and asked what he believed he could build a restroom for including a septic tank, and the response was \$40,000 to \$45,000.

Commissioner Harrington said to bear in mind that you could purchase pre-constructed restrooms that looked very nice for \$36,000, and if you upgraded to stainless steel plumbing and fixtures it would add only \$4,000 to the cost. He said his point was that the money they were saving by not designing a restroom could have purchased a pre-constructed restroom.

Commissioner Harrington said in looking at that, it made him wonder if they were even thinking about this in the right way, noting that those pre-constructed restrooms could be built on site in two to five days. He said they were talking about an architect to design a restroom when they could just purchase one for less than the cost of designing one. Commissioner Harrington said he did not believe they were being as efficient as they could be, and that bothered him. But, he said, he would vote in favor of it for lack of better ways to proceed, but said he just did not believe they were thinking about this as a problem-solving group but rather doing it by hiring someone else to do the work for them.

Commissioner Harrington said all they needed was to have someone sketch out a design and prepare a site plan, and the Town could purchase a restroom and contract out the slab to place it on. He said he would have thought for the price that the contractor would have told the Town how to buy one, and that gave him the sense that he did not believe they were being careful with the public's money.

Commissioner Bryan said he agreed with those sentiments, noting he was having trouble imagining that work costing that amount of money.

Commissioner Harrington said the fact that the park was so far away was why they had been concerned about providing restrooms, and it bothered him that they were planning to build a park without a restroom. He said it seemed to him that a restroom was the first thing they should build, and could not imagine building the park without one. Commissioner Harrington said he was concerned that when spending money they got every single thing possible from that, and was not convinced they were doing that.

Mayor Voller said they could consider installing a pre-built restroom and later on go back and improve it.

Commissioner Harrington said he had looked at the pre-builts on-line and they were nice enough that they would not need improving. He said his point was that the price they were saving on design would purchase a pre-built restroom.

Commissioner Baldwin said the fact that the restroom had been removed concerned her as well.

Commissioner Brooks said that the Corps of Engineers (Moncure) had built restrooms for over 1,000 campsites, and believed that they would be willing to share the plans. Commissioner Harrington said that many times if someone had paid a fee for such plans they would share them but would charge a fee. Commissioner Brooks said in this case it was federal money, so he believed they would be willing to share the plans.

Commissioner Harrington remarked that with a pre-built you did not need plans.

Mayor Voller said he did not think anyone on the Board wanted to be bad stewards of the public dollar, but did think it was imperative that they not throw away the grant money and to get the most possible from it. He said he understood the concern about restroom facilities, noting they had run the sewer line to the recently opened park so that when they were able to provide a restroom they would be ready.

Commissioner Harrington asked if when the site plan was completed it would identify a site for a future restroom. Mr. Horne said that was correct in a general sense, noting they had cut out the engineering for a detailed analysis.

Commissioner Fiocco asked if they were going to locate a perk site. Mr. Horne responded yes. Commissioner Fiocco said then that would be detailed analysis.

Commissioner Harrington said if they did not come out of this first plan with a site identified for a restroom, then that was very shortsighted. Mr. Horne said they would add that into the plan.

Mayor Voller called for the vote.

Vote Aye-3 (Baldwin, Fiocco, Harrington) Nay-2 (Brooks, Bryan)

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A CONTRACT IN THE AMOUNT OF \$50,200 WITH OBS LANDSCAPE ARCHITECTS FOR DESIGN SERVICES FOR THE PITTSBORO SOUTHERN PARK PROJECT IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 112**

Mayor Voller said he believed there were funds remaining in the USDA grant for the 3M Park, although some of that had been applied to another project. He asked if there were any remaining funds. Mr. Terry said he believed there may be some, but that had not yet been determined. Mayor Voller said his question was if it could be used for a restroom ostensibly for the Town but usable by the public. Mr. Terry said he believed the money would have to be used for something associated with the 3M wastewater or something similar.

**Change in Agenda Order.**

Mr. Terry suggested that since Ms. Bolejack was still present and the previous item had taken longer than expected, they rearrange the agenda to allow her to make her presentation now which was scheduled as Item #1 under New Business. There was no objection from the Board.

**Resolution Authorizing the Installation of Fit Community Sign Panels.**

Megan Bolejack presented the plaque designating Pittsboro as a “Fit Community”, awarded at the Bronze level, which recognized the Town’s efforts to be a healthy and fit community. She said part of those efforts was the park system including the Kiwanis Park, the Town Lake Park, and the Mary Hayes Barber Holmes Park. Ms. Bolejack said other efforts included the food system including the Farmers Market, Chatham Marketplace, and restaurants that served healthy foods. In addition, she said, they had employers who valued their employees by making health a priority in their organization. Ms. Bolejack said as well, the schools cultivated a healthy environment for children.

Holly Coleman, the County Health Director, thanked the Town on behalf of the Board of Health for its collaboration with them to make the community a healthy place for people to live. She said they looked forward to working with the Town on its future trails, and suggested that perhaps a joint informational meeting could be scheduled in the future to discuss issues regarding public health.

Mayor Voller requested that she provide the Board with a schedule of their meetings so that anyone interested could attend. Ms. Coleman said their meetings were open to the public and were held on the 4<sup>th</sup> Tuesday of each month at 6:00 p.m. in the Dunlap Building, except they did not meet in July and December.

Motion made by Commissioner Brooks seconded by Commissioner Baldwin to approve the resolution authorizing the installation of Fit Community sign panels as described in the staff report.

Vote Aye-5 Nay-0

**A RESOLUTION AUTHORIZING THE INSTALLATION OF FIT COMMUNITY SIGN PANELS AT ALL “WELCOME TO THE TOWN OF PITTSBORO” OR “PITTSBORO TOWN LIMIT” SIGNS LOCATED ON STATED MAINTAINED ROADS IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 113**

**2. Budget Amendment: Southern Park Project Budget.**

Mr. Terry stated this was a companion item to the item just approved by the Board, and would establish a project budget for the Southern Park Project. He said the Board had two options, noting that Ordinance A requested a contribution from the General Fund in the amount of \$65,000 to cover supplemental design fees, the expected cost of a survey, as well as a contingency equal to 8.35% of the construction budget. Mr. Terry said that Ordinance B

requested \$30,300 divided between supplemental design fees of \$23,800 and expected survey costs of \$6,500, but it did not include supplemental construction contingency funds.

Mr. Terry said it was his recommendation that the Board adopt Ordinance A, noting that with any construction project there were always uncertainties and having a contingency available was advantageous. He said in light of the current economic conditions and the sensitivities around spending the government's money, a provision had been included that would require special Town Board approval of any change orders over \$10,400, which was 2.5% of the construction budget.

Mr. Terry said one strategy that dovetailed with Commissioner Harrington's comments regarding the availability of pre-built restrooms was that if the Board were to include the contingency recommended in Ordinance A and they were able to conserve that contingency so that it was still available at the end of the project, it may be possible to make a decision at that point and do a change order to include a pre-built restroom and use the services of the contractor on site.

Commissioner Harrington said he supposed they could also consider amending the budget ordinance towards the end of the project as well. Mr. Terry said that was correct, noting that if the Board were to approve Ordinance B then they could always amend it at a later time and add additional funds.

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to adopt Ordinance B establishing a capital project budget for the Southern Park project.

Vote Aye-3 (Baldwin, Fiocco, Harrington) Nay-2 (Brooks, Bryan)

**AN ORDINANCE AMENDING THE FY 2010-2011 BUDGET IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGE 33**

**3. Budget Amendment: Governor's Highway Safety Program Grant Funding for Traffic Safety Equipment.**

Mr. Terry stated at the last meeting the Board had accepted the grant, and approval of the budget amendment would recognize the revenues from the grant and distribute it to the Police Department's operating budget.

Motion made by Commissioner Harrington seconded by Commissioner Bryan to approve the budget amendment for the Governor's Highway Safety Program Grant Funding for Traffic Safety Equipment in the amount of \$20,902.

Vote Aye-5 Nay-0

**AN ORDINANCE AMENDING THE FY 2010-2011 BUDGET IS RECORDED IN THE BOOK OF ORDINANCES NUMBER ONE, PAGE 34**

#### **4. Adoption of the Chatham County Hazard Mitigation Plan.**

Mr. Terry stated that action on this item had been tabled at the September 13, 2010 meeting due to confusion over the wording in the proposed resolution which had been well founded. He said Mr. Messick had reviewed the language and the attached resolution was revised to include language more appropriate for adoption.

Commissioner Brooks noted they really had no choice but to adopt the Plan, because otherwise the Town would not have County assistance in the event of an emergency.

Motion made by Commissioner Brooks seconded by Commissioner Baldwin to approve the resolution adopting the Chatham County Hazard Mitigation Plan.

Vote Aye-5 Nay-0

#### **A RESOLUTION OF ADOPTION OF THE CHATHAM COUNTY HAZARD MITIGATION PLAN IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 114**

Commissioner Harrington asked Planning Director Stuart Bass if he had had the opportunity to look over the Plan. Mr. Bass replied only briefly, noting it was in the standard format he had seen in such plans in the past and was one that most jurisdictions followed.

### **NEW BUSINESS**

#### **1. Resolution Authorizing the Installation of Fit Community Sign Panels**

This item was considered earlier in the Agenda.

#### **2. Resolution Authorizing the Disposition of Surplus Property**

Mr. Terry stated that two vehicles had been identified to be sold as surplus, noting that one of the vehicles had already been replaced and the replacement for the other was on order. He said the other issue was one raised by Commissioner Brooks regarding a dilapidated building near the tennis courts on McClenahan Street, and since it was Town property the Board had to declare it surplus in order to demolish it or dispose of it in some other way. Mr. Terry said it was his recommendation to adopt the proposed resolution to declare the two vehicles as surplus and to declare the building on McClenahan Street as surplus and to demolish it using Town forces. He said prior to demolition they would have to confirm that there was no lead in the paint and no asbestos present in the building.

Motion made by Commissioner Brooks seconded by Commissioner Baldwin to approve the resolution authorizing the disposition of surplus property.

Vote Aye-5 Nay-0

Mayor Voller said he was pleased that Mr. Terry had provided the Police Department fleet inventory that included a breakdown of the equipment each vehicle contained. He said he hoped that over the next couple of months a similar inventory could be obtained for Public Works vehicles and equipment.

**3. Proposal to Move the Observance of Halloween from Sunday, October 31<sup>st</sup> to Saturday, October 30<sup>th</sup>.**

Mayor Voller stated the discussion of changing the observance of Halloween to a Saturday when it actually fell on a Sunday had been started by a former Board member. Mr. Terry said he had no formal recommendation, noting his only interest was making sure the Police Department had adequate notice that the change was being made. He said as a parent he understood the rationale of changing the observance, but as a Town Manager he believed that changing it to Saturday night would mean that the Police Department would have to oversee two Halloweens, a big one on Saturday night and a smaller one on Sunday night.

Mayor Voller said he did not believe they could get everyone on board with observing it on Saturday, noting it was much like New Year's Eve in that it occurred on a specific date.

Commissioner Brooks said he had no recommendation but there was precedent in that the Board had made that change in the past on several occasions.

Commissioner Baldwin said she saw no reason not to make the change and observe it on Saturday, and to make sure that extra protection was provided on Sunday.

Commissioner Harrington asked if other communities changed the observance. Several Board members commented they knew of others who did.

Mayor Voller said the primary issue was they would likely have to use Police forces on both days, because some people would observe it on Sunday. Mr. Terry said his interest was that if the change was made that he have time to get an announcement printed in the newspaper a couple of times and to give the Police Department enough time to alter its schedule.

Motion made by Commissioner Baldwin seconded by Commissioner Harrington to move the observance of Halloween from Sunday, October 31, 2010 to Saturday, October 30, 2010 and authorize the Town Manager to advertise that change in an appropriate manner at his discretion.

Commissioner Harrington asked if in the past they had put an announcement in the newspaper and hoped the news got out. Commissioner Brooks said that was his recollection.

Mayor Voller said his only interest was that they not set a precedent by moving other holidays around. The Board agreed by consensus, noting that for Halloween it was a safety issue for children. Mayor Voller called for the vote.

Vote Aye-5 Nay-0

## CAPITAL PROJECTS REPORT

### 1. Manager's Update on Capital Projects.

Mr. Terry provided the following update on Capital Projects:

- Mary Hayes Barber Holmes Park – The project is complete and they are now into the warranty period. The grand opening ceremony was held on Saturday, September 25, 2010.
- Disinfection Byproducts Reduction Project – Work continues on the punch list items and the project was nearing completion, with a meeting scheduled for October 6, 2010 to discuss project close-out.

Mr. Terry stated that recently the Board had expressed an interest in touring the Water Plant at the beginning of a Board meeting, and as an alternative he was suggesting having that tour during the day so that it did not interrupt a Board meeting. He suggested they could set aside some time in October on the same Saturday as the street fair.

Commissioner Harrington said one consideration was that it was beginning to get dark earlier in the evenings, and asked would that be an issue if the tour was done at the beginning of a Board meeting. Mr. Terry said a good deal of the construction was outside so that would be an issue. He said that was why he was suggesting scheduling the tour on the same Saturday as the street fair since staff would already be present.

The Board agreed by consensus to allow Mr. Terry to schedule the tour for the same Saturday as the October street fair and to notify the Board of the time.

Mr. Terry continued his update:

- Wastewater Treatment Plant Wet Weather Flow Improvement Project – The project remains on schedule and is about 80% completed. Change Order #7 in the amount of \$5,500 was approved on September 22, 2010 for the installation of a 6-inch insertion valve on the return activated sludge line that serves aeration basin no. 2. This will enable the replacement of the existing 6-inch plug valve without having to take the basin out of service, thereby not compromising treatment capacity. The project remained basically on schedule, with a late October/early November completion expected.
- Credle Street Basin Rehabilitation Project – The Local Government Commission had been contacted about the Board's wish to perhaps borrow the \$248,000 matching funds for the Rural Grant to do this project. They had discovered that if they kept the term of the loan down to five years or less and the amount was less than \$500,000 or 1% of the tax levy, then the LGC did not have to meet the rule. If the Board was willing to do a five-year installment loan rather than a ten-year installment loan, then they could move forward and solicit the price quotes from the banks and go ahead with borrowing those funds. That would mean a payout of about \$50,000 a year for five years as opposed to about \$25,000 a year for ten years. That would save the Town the eight to twelve weeks of preparing an application to the LGC and getting on their monthly agenda.

Mayor Voller said basically that was the term of the loan, in that they could have a five year loan but a 20-year amortization schedule. He said the term of the loan was different from the amortization schedule. Mr. Terry said what he had described meant that the loan had to be paid off in five years. Mayor Voller said then he believed it would be preferable to just use reserves because they would be spreading it out over five tax years. Mr. Terry said he would need for the Board to authorize him to seek quotes from banks and he would bring that back to the Board at a subsequent meeting for consideration.

Motion made by Commissioner Fiocco seconded by Commissioner Bryan to authorize the Manager to receive quotes from banks for the Credle Street project.

Vote Aye-5 Nay-0

Mayor Voller said in regards to the Wastewater Treatment Plant Wet Weather Flow Improvement Project, the change order for the bar screen item at \$95,000 plus was still in that project, and he would like to know by the next meeting if that was still possible or not.

Mr. Terry continued his update:

- Pedestrian Conveyance System Project – The project has been advertised with a bid opening date of September 28, 2010, and once the results were known they would be forwarded to the Board.

Mr. Terry provided the Board with a handout that described the LGC rules regarding loans as he had just described. He also distributed a communication from Mr. Taylor with the grant authority confirming that the Town remained in good stead.

### **Mayor Updates**

Mayor Voller said the Economic Development Corporation would be meeting in October, and there would be an additional meeting in November for all elected officials. He said the Rural Planning Organization would be meeting on October 21, 2010 in Carthage and updates would be provided on the mobility funds. He suggested that the Board might want to send a letter to again request a stop light in front of the Piggly Wiggly, noting the owner of the Piggly Wiggly had met with him and had met with the EDC and requested that they explore ways to get a stop light on Farrell Street. Mayor Voller said that stop light had been brought up in the past by Commissioner Brooks and others. He said because the request would have to go through the RPO and then to the DOT, the Board may want to send that request in time for that October 21, 2010 meeting. There was no objection from the Board.

Mayor Voller said two other issues had come forward today that he had emailed Commissioner Fiocco about. He said apparently Chatham County and Pittsboro were eligible for \$750,000 in CMAQ funding between now and fiscal year 2013, with \$150,000 already allocated for Chatham Transit. Mayor Voller said that left \$650,000 of funding for pedestrian conveyance projects such as the Pedestrian Conveyance System Project. He said the issue was that the Town would have to send in its intent to apply the funds to an acceptable project; otherwise, they lost the funding. Mayor Voller said he had contacted the RPO chair and sent him the Board-approved Pedestrian

Master Plan to indicate the Town's interest. Now, he said, they had to decide if they wanted to go forward.

Mayor Voller said the project they had been looking at was on 15-501 on Hillsboro Street, and the Board would need to make a decision at its next meeting if it wanted to go forward with that. He said the grant funding would be an 80/20 match, noting that if they decided not to accept any of the funds the Town would not be eligible to apply for funding until after 2013.

Commissioner Fiocco said that he believed it made sense to at least try to get the sidewalk project along 15-501 accomplished, noting that it would not take them as far as they wanted to go but it was a really good start.

Mayor Voller said the estimate from the consultant was \$1.6 million, and that would begin where the sidewalk ended and take it up to Lowe's. He said the other question he had asked was could the Town receive money for greenways, and that was being researched now.

Commissioner Harrington confirmed that the Town would have to provide 20%. Mayor Voller replied yes, noting this was the same as all sidewalk projects which were an 80/20 split. He said he believed that 20% would include the fees to Hydrostructures or whoever the designer was.

Commissioner Harrington said this was another example where if the Town had an in-house engineer they would count his efforts as in-kind contribution which would count towards the 20% match. Mayor Voller agreed.

Mayor Voller said he had received a notice from Northwood High School principal Chris Blice asking for help with signs for the Cross-Country for Safety with NCDOT, and he had worked with Mr. Poteat, Mr. Terry, and their NCDOT division engineer to work that out. He said they had been successful and Mr. Blice had sent an email thanking him and the Town for its help. Mayor Voller said Mr. Blice had also sent the information that Northwood would be leading the County in SAT scores

### **Commissioner Concerns**

Commissioner Brooks said he wanted to encourage Mr. Terry and Mr. Poteat to go ahead with repairing or replacing the fire hydrants that were old and not working properly and now had plastic bags covering them. He said some of those issues had come to light with the Courthouse fire. Commissioner Brooks said they would be replacing one on the corner of Masonic and US 64 East as a pilot project, and once that was done they would have more insight on how to deal with the others. He said they could not get cost estimates because they did not yet know what would have to be done, but when looking at the safety issue he did not believe they should delay replacing or repairing those hydrants.

The Board agreed by consensus to move forward with replacing or repairing the identified hydrants as soon as possible.

Mayor Voller asked when Public Works flowed the hydrants, did the Fire Department flow them as well. Mr. Terry said that the Fire Department normally checked the pressure on the hydrants, but in this case the failure was not necessarily the pressure being produced but rather the internal mechanism of the hydrants.

Commissioner Brooks said he believed most of the hydrants that were in question were more than 50 years old. Mr. Terry said that was part of the logic behind doing just one as a pilot, noting that although they were likely to do all seven of them they wanted to first see what the actual problem was.

Mayor Voller said he had asked the question because some time ago when they had started construction of Chatham Forest, a member of Public Works had said that depending on who flowed the hydrants or throttled them, some of the old hydrants would bend the rod. He said if it turned out that some had been damaged by people who were not employed by the Town, could the Town get reimbursed. Mr. Terry said they were working to get some quotes to do the test hydrant, and once that was completed they would have a better idea of what they were facing. He said Mr. Poteat had reported it might be possible to get the other six funded through his operating budget, but he would be talking with him about that again tomorrow.

Commissioner Brooks said his second issue was concerning No Parking signs on Salisbury Street. He said back in the 1980's when the first PTA Thrift Shop was created it was located in the building on the corner of Hillsboro and East Salisbury Streets. Commissioner Brooks said at that time they unloaded merchandise at the side of the building, so the Town had put up a No Parking sign and marked off about four parking spaces to facilitate that. He said he had made a motion many years ago to do away with that signage once the PTA Thrift Shop had moved across from the Old Post Office, but it never got done. Commissioner Brooks said he was requesting that rather than going back through the records that the Board approve removing that sign and freeing up those parking spaces.

Motion made by Commissioner Brooks seconded by Commissioner Bryan to remove the No Parking sign and No Parking spaces at the corner of Hillsboro and East Salisbury Streets, including painting over the lines to free up those parking spaces for the public.

Vote Aye-5 Nay-0

Commissioner Brooks said on October 10, 2010 more efficient street lights would be installed so some of the Town streets would be better lighted for citizens who used them at night. He said he remained concerned about the leaning poles in the downtown, and hoped they could get Progress Energy to address that soon.

Commissioner Bryan asked how the audit was progressing. Mr. Terry stated it was going well, noting they were communicating much better.

Commissioner Fiocco said he had noticed coming into Town a couple of days ago that the sign coming south on 15-501 was obscured by weeds. He said they needed to do a better job keeping those signs cleared.

Commissioner Brooks said he believed the Board had given an Eagle Boy Scout permission to do that.

Mayor Voller said that Public Works should be doing that in any case.

Commissioner Brooks said that some of their ETJ signs were all but on the ground; particularly the one at the edge of the new park and another that was completely gone. He asked that someone check on those.

Commissioner Baldwin announced that the Chatham County Fair would run from Wednesday through Saturday, and encouraged everyone to attend.

Mayor Voller said that opening ceremonies were scheduled for 5:30 on Wednesday, and asked if any members of the Board were available to please attend.

### **CLOSED SESSION**

Go into closed session pursuant to G. S. 143-318.11(a) (6) to receive information and hear discussion regarding personnel matters.

The Board deleted the Closed Session from the Agenda earlier in the meeting.

### **FYI:**

1. Town Managers' letter of September 22, 2010 to NCDENR; RE: Powdered Activated Carbon Pilot Test Results.
2. Sample Fit Community Sign.
3. Police Vehicle Fleet Inventory.

### **ADJOURN**

Motion made by Commissioner Harrington seconded by Commissioner Baldwin to adjourn the meeting at 9:30 p.m.

Vote   Aye-5   Nay-0

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Randolph Voller, Mayor

ATTEST:

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Alice F. Lloyd, CMC, Town Clerk