

MINUTES  
TOWN OF PITTSBORO  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MONDAY, MAY 13, 2013  
7:00 PM

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

Pledge of Allegiance was led by Commissioner Farrell.

**ATTENDANCE**

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

Staff present: Manager Bryan Gruesbeck, Clerk Alice F. Lloyd, Attorney Paul S. Messick, Jr., Water Plant Superintendent Adam Pickett, Planning Director Stuart Bass, Wastewater Treatment Superintendent Randy Heard, Engineer Fred Royal and Finance Officer Mandy Cartrette.

**CONSENT AGENDA**

Commissioner Fiocco asked that Item #4 be pulled (because he has a question) and put as #2 under New Business.

Motion made by Commissioner Baldwin seconded by Commissioner Foley to approve the consent agenda as modified.

The Consent Agenda contains the following items:

1. Approve minutes of the April 22, 2013 regular meeting.

Motion carried 5-0

2. Approve Contract Amendment No. 4 - Credle St. Lift Station Rehabilitation Phase 3 & 4 and authorize the Mayor to sign Amendment #4.

Motion carried 5-0

3. Approve Main Street Program Annual Renewal agreement to continue participation in the North Carolina Town Main Street Program.

Motion carried 5-0

4. Schedule a public hearing to review a rezoning request from C2-CU (Highway Commercial-Conditional Use District) to C2-CZ (Highway Commercial – Conditional Zoning). **Moved to New Business #2.**
5. Schedule a public hearing on the proposed FY 2013-2014 Budget on May 28, 2013.

Motion carried 5-0

**A COPY OF AMENDMENT #4 TO CONTRACT WITH THE RURAL CENTER FOR CREDLE STREET SEWER REHABILITATION PHASE 3 AND 4 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 163**

**A RESOLUTION ADOPTING AN AGREEMENT TO CONTINUE PARTICIPATION IN THE NORTH CAROLINA SMALL TOWN MAIN STREET PROGRAM 2013-2014 IS RECORDED IN THE BOOK OF RESOLUTIONS NUMBER ONE, PAGE 164**

#### **REGULAR MEETING AGENDA**

Motion made by Commissioner Fiocco seconded by Commissioner Turner to approve the regular meeting agenda with the modification made above.

Vote Aye-5 Nay-0

#### **CITIZENS MATTERS**

Oakley Bennett – 314 Chatham Forest Drive stated he had a couple of things tonight. The first is that with the opening of Springdale Drive coming they have been looking at their traffic flow pattern. He referenced a Chatham County plat map with red dots indicting current stop signs.

Mr. Bennett said if you look at Fox Chapel where Springdale comes across there is a 4-way stop there. As the traffic turns to the right and goes down Bellemont, if you look at Hawks' Spiral Way the only stop sign there faces up the hill and there is no other traffic devices on that intersection.

Mr. Bennett said his proposal would be to go ahead and make that a 4-way stop also with the Chatham Forest Homeowners Association paying for the stop signs. They have a donation of the actual metal stop sign itself. They have decorative poles that the stop signs are mounted on in their neighborhood.

Mr. Bennett wanted approval to places signs in their neighborhood since it is a traffic control issue. He asked for direction from the board on which way he should go.

Attorney Messick said it would have to be done by ordinance and he would suggest that Mr. Bennett contact the Police Department and ask them to make a recommendation.

Mr. Bennett said the second item is the need of speed control devices on Chatham Forest Drive. He said the last time he was before the board he asked that the Board put it in the budget as a capital improvements item (not necessarily in this year's budget – maybe next year's budget) to control traffic that has been long needed on that road. He said they don't anticipate any additional traffic from Springdale. This is an ongoing problem they have been having for years and years and the people who live in that neighborhood can attest to that.

Mr. Bennett said there are no traffic devices from the entrance of Chatham Forest to the top of the hill at the end of Chatham Forest. He wants the Town to consider putting in speed tables or some traffic calming device they may see fit to do.

Manager Gruesbeck said his concern would be having a policy. He said we can pay for an item like this out of Powell Bill as we have done in the past, but we need a policy in place because we may get other requests from others.

Mayor Voller asked Manager Gruesbeck to draft a policy to address requests for traffic calming devices and bring it back to the Board for approval.

Attorney Messick stated the Town has had some unpleasant experience with speed tables in the past.

Mr. Bennett said those were speed bumps. Speed tables are different.

Mr. Bennett thanked the board for their time and for everything they do. Mr. Bennett said his neighbors have been asking when Springdale Drive will be opening. Manager Gruesbeck said we have been shooting for early June, most of the work has been completed with the exception of the turn lane. He knows one coat of asphalt has been put down and the next coat will be done by NCDOT so he is not sure we can safely open the road without the top layer, he will have to find out.

## **OLD BUSINESS**

### **HILLSBORO STREET WATER MAIN REPLACEMENT UPDATE (BECKY SMITH)**

Becky Smith reported all the water mains, testing of the lines are complete and that all the services have been hooked up. She said the only thing left to do is the paving. They finished paving up to Elizabeth's Pizza this morning. Ms. Smith said traffic tomorrow morning and Wednesday morning will be the worst because traffic will get backed up into the circle.

Ms. Smith stated she has sent out an email trying to keep people, school buses and 3M out of that area. She stated when they get to Salisbury Street and the Circle that work has to be done at night because you can't detour enough traffic around town that can handle shutting the circle.

Ms. Smith said you won't see a lot of activities after the next two nights because the contractor will be cleaning up and completing a punch list. She said they are really close to being finished.

Ms. Smith said she was here to deliver the bad news that we are over budget. The good news is we have not exceeded the funding that is available. But we will use the entire contingency. Before Mr. Terry left he secured \$100,000 extra in grant money and she does not believe we will exceed that.

Ms. Smith said this will put us in the \$200,000 range over budget, which is a lot of money. But almost all of it is attributed to NCDOT requirements and additional pipe. The flowable fill that NCDOT is very fond of costs \$200 per cubic yard that adds up quickly. She said we have an extra 400 ft of pipe that was put in and they put flowable fill on top of it – that is a big chunk. Ms. Smith said the asphalt over Christmas cost an additional \$20,000.00.

Ms. Smith said with NCDOT additional requests it would have been over \$300,000 but she and Mr. Gruesbeck met with them today and they backed off some of their final requests. She said the project should be finished up in a couple more weeks. Ms. Smith said the project has to be completed with paperwork submitted by June 30, 2013.

Commissioner Foley asked if she had any idea when DOT is going to resurface the road.

Manager Gruesbeck said today they said they were looking at letting the project to completely resurface the roadway the third week of July.

Manager Gruesbeck said once bids are received and awarded construction can proceed early-mid August. The State seemed very confident the bidding would happen in July.

Commissioner Farrell asked about repairing the sidewalks. Ms. Smith said they have a punch list about three pages long and all of that will get taken care of while they are waiting for the asphalt over the weekend.

Commissioner Fiocco asked who will be responsible for raising all the rims on the valves and manholes when the paving is done. Ms. Smith said that will be another contractor, the State is responsible for that.

Commissioner Fiocco said there have been some roadways where it is not a clean trench cut in and paved back over. In fact half the road has been disturbed and not paved back smooth. Ms. Smith said there is one like that on Lindsey Street and there are a couple others that she has included on the punch list. Her priority was to get 15-501 done first.

Commissioner Fiocco said he is one person on the Board that is surprised to hear that we are spending all the contingency money. He thinks last month he heard we weren't spending any of the contingency so he finds it hard to believe that during this project which is four or five months late that we are now hearing about change orders that are requiring payment of the full contingency amount. He assumes this work was identified earlier and these change orders were discussed in the last four or five months.

Ms. Smith said almost all of the cost is coming from flowable fill and the additional pipe.

Commissioner Fiocco said but that was known criteria prior to entering into this contract because NCDOT had issued the encroachment agreement subject to those conditions.

Ms. Smith said that is true, but they did add some additional flowable fill to the project. Commissioner Fiocco asked what that meant. Ms. Smith said it means as they were witnessing the installation of the pipe they made a request that additional flowable fill be used (they have inspectors on site at all times). Ms. Smith said you can push back on them a little which they did, but they can shut you down and send you home if you don't comply.

Ms. Smith said DOT is difficult to work with so they have added a couple inches of flowable fill to the step and we added 500 ft. of pipe which added additional cost.

Commissioner Fiocco asked where at. Ms. Smith said the water line failed on Sanford Road and they installed 12" all the way down to the pedestrian crossing. It was originally to terminate at the west crosswalk – now it is at the south pedestrian crosswalk.

Commissioner Fiocco asked when they started the change orders. Ms. Smith said they changed the depth requirement and it's not a change order because there is a line item for it and we are paying by the cubic yard. Commissioner Fiocco stated we are paying for flowable fill by the cubic yard. Ms. Smith said yes, so as you did more and more pipe you would have a lot more flowable fill.

Commissioner Fiocco asked why they (NCDOT) changed the depth. Ms. Smith said it was a field call that we put more flowable fill on the top so that when you have the trench cut out the concrete is so deep that you don't have straight edges all the way. NCDOT wants flowable fill up past that edge because as you roll on the asphalt you can't get under the edge. Ms. Smith said she does not think the request was unreasonable if that is what he was asking.

Commissioner Fiocco asked had there been a change order to adjust contract time. Ms. Smith said there was one change order that changed the completion date and one for the asphalt at Christmas. Commissioner Fiocco asked if they were working within the contract time. Ms. Smith said not at this minute. Commissioner Fiocco asked have they been. Ms. Smith said yes they have been.

Manager Gruesbeck said he don't think a change order was done for that. Ms. Smith said maybe they didn't do a change order but they talked about it because she submitted the invoice for the Christmas asphalt.

Commissioner Fiocco asked if she has had any discussion with them about liquidated damages. Ms. Smith said no she has not pursued liquidated damages. She said the contractor is not perfect but he has done a great job.

Mayor Voller said the board has asked frequently over the last 90 days about the potential for change orders based on the progress of the job and other factors. It is something the board does not like to be hit with at the last second. Mayor Voller said thank goodness we applied for the extra funding and received it. He believes the 12" line was a good idea.

Mayor Voller asked if the County has been notified to release these funds. Manager Gruesbeck said he hasn't had a number to give them. Mayor Voller said I think they agreed to put in \$146,000.

Mayor Voller said now that you know it is coming you just as well send them a note so they can cut the check.

Commissioner Fiocco said it puts the board in an undesirable position at the end of the project to be informed that one of our partners in this project now has to cough up \$146,000 whereas as recently as six weeks ago this wasn't on the radar screen and they (the county) was informed it didn't look like they would have to cough up anything. Commissioner Fiocco said couple that with the numerous occasions they were told we were not getting into the contingency it is really frustrating.

Manager Gruesbeck said he did not tell you there wasn't going to be contingency costs. He said based on the information he had received there wasn't a change order yet.

Commissioner Foley said she remembers hearing the added cost would not appear at the beginning but at the end of the project. Commissioner Fiocco said we heard that at the last meeting. Commissioner Foley said she thinks it was awhile ago. Commissioner Fiocco said unless he misunderstood it was clear that we were under budget.

Commissioner Farrell asked how we could be on budget if we are 4-5 months out.

Mayor Voller said he thinks everyone on the board expected we were going over.

Ms. Smith said the contractor has not given a pay request in over a month.

Mayor Voller said he would like the figures so he can talk with NCDOT upper management.

Manager Gruesbeck stated if he has misled anyone he is sorry.

## **NEW BUSINESS**

### **ABC BOARD TRAVEL POLICY (JAMES NASS)**

Mr. Jim Nass said North Carolina General Statute 18B-700 (g2) states "...the local board adopts a travel policy that conforms to the travel policy of the appointing authority and such policy is approved by the appointing authority [or adopts the state policy]."

He said the state ABC Commission requires that the Pittsboro ABC Board comply with this provision.

Mr. Nass said they had a performance audit in February and thanks to the staff they have, the interim manager Nancy Good and the other board members Ned Kelly and Sera Cuni they had an outstanding performance audit.

Mr. Nass said they found that they had three oral policies that were not written down, that one board member had not been to training and they had not adopted a travel policy.

Mr. Nass stated the Pittsboro ABC Board has voted to adopt the appointing authority's policy because it believes that the local ABC Board should follow the same travel policy as employees of the Town of Pittsboro.

The state and town reimbursement rates for those items that the ABC would use are as follows:

	State	Town	
Breakfast	\$8.00	\$6.00	
Lunch	\$10.45	\$9.00	
Dinner	\$17.90	\$15.00	
Lodging	\$63.90	Block rate or nearest	
Vehicle use	56.5 cents per mile	Current IRS rate	

Mr. Nass asked that the Board of Commissioners approve the decision of the Pittsboro ABC Board to adopt the Town travel policy.

Motion made by Commissioner Fiocco seconded by Commissioner Baldwin to approve the decision of the Pittsboro ABC Board to adopt the Town travel policy.

Vote Aye-5 Nay-0

Mr. Nass said in addition to that he has checks in the amount of \$8,044.00 for the 3<sup>rd</sup> quarter distribution. He said he thinks we will be on target for the \$55,000 revenues that was budgeted.

Commissioner Foley stated the landscaping looks very nice.

**SCHEDULE A PUBLIC HEARING TO REVIEW A REZONING  
REQUEST FROM C2-CU (HIGHWAY COMMERCIAL-CONDITIONAL  
USE DISTRICT) TO C2-CZ (HIGHWAY COMMERCIAL –  
CONDITIONAL ZONING).**

Commissioner Fiocco said the reason he wanted this moved is because he wanted to know do we have in hand a complete application for the project at this time.

Planner Bass said we do and staff has been in the process of reviewing the site plan internally and he got comments back to the applicant today.

Motion made by Commissioner Baldwin seconded by Commissioner Foley to set a public hearing for May 28, 2013 to review a rezoning request from C2-CU to C2-CZ.

Vote Aye-5 Nay-0

**USEPA 319 GRANT APPLICATION FOR BIORETENTION/STORMWATER FACILITIES (FRED ROYAL)**

Fred Royal, Town Engineer said that Dr. Hall was present representing Robeson Creek Watershed Council.

Mr. Royal reported that over the past ten years, the Town of Pittsboro has participated in in-kind cost-share projects with the Robeson Creek Watershed Council (RCWC) and NC State University's Water Quality Group in various water quality improvement activities in the Robeson Creek Watershed. Ninety five percent of this watershed is within Town limits or it's Extra Territorial Jurisdiction (ETJ).

To-date, RCWC has taken the lead as grantee to fund various projects including watershed studies, water quality monitoring, public education and involvement and best management practice (BMP) retrofit design and installation. There are currently seven BMP's installed and operational in Pittsboro as a result of successful 319 grant applications.

Due to the anticipated Jordan Lake Rules, requiring BMP retrofits for existing development, and in order to advance water quality improvements and public education, the Town of Pittsboro staff proposes to take the lead role as grantee for this US EPA 319 grant cycle with RCWC/NC State University as a technical partner. The Town Engineer, Town Planning Director and RCWC Chair Dr. Karen Hall have identified multiple BMP retrofit sites suitable for this application cycle.

1. Bioretention facilities to capture and treat the runoff generated from the parking lot and roof of Town Hall. Two existing areas have been identified for these designs.
2. A bioretention facility to be located in the northwest corner of the courthouse circle to capture and treat the runoff generated from a rooftop, downtown streets and a parking lot. This area currently is a combination of planter boxes and paved areas in-between the existing parking lot and the brick sidewalk. Ownership of this narrow area is not clear but will be determined and addressed prior to moving forward with design. According to a local business owner, the Town has made improvements in this area in the past, including the brick sidewalk and the brick planter boxes. It was brought to our attention that there also exists a flooding/drainage problem in that immediate sidewalk area that is a hazard to the public. This project would be designed to mitigate this hazard as well.
3. A cistern to capture roof runoff for the irrigation of landscaping.
4. A bioretention facility in the corner of a parcel located behind downtown businesses.

The grant application deadline is May 23<sup>rd</sup>. Submittal approval from the Town Board of Commissioner's is required as a part of the grant application submittal. RCWC/NC State University has agreed to take the role as technical support and monitoring.

In order to be competitive, the project will require a 40 percent local cost share. They are proposing that this cost-share include in-kind services only and no cash. The actual values will be calculated as time spent between Town forces and NC State University staff. Further calculations to refine project cost and local cost-share will take place before the final grant is submitted. Estimated costs are provided on the draft application (attached).

Over the proposed three-year grant cycle, they believe that town staff could participate in this project by providing technical and other services and constructing services for the two proposed bioretention facilities at Town Hall and one proposed behind the downtown businesses. We are proposing that the grant provide funding for construction of the more complex bioretention facility at the northwest quadrant courthouse circle.

The project cost estimates are as follows:

1. US EPA 319 Grant funding request: \$150,000
  2. Local 40% in-kind match: \$100,000
- Total Grant Application Value estimate: \$250,000

Mr. Royal said if the Board approves this the following will occur:

- They will send in the application
- It will be reviewed and they will let us know if it is approved
- If we are – we will do the preliminary design work and bring it back to the Board

Mr. Royal said this is the first step to getting in the door.

Commissioner Fiocco asked about the size of the BMP's. Mr. Royal said 2,000-3,000 sq. ft.

Commissioner Foley asked if we had contacted Chatham County about in-kind match. Mr. Royal said no but the land will go towards that.

Dr. Hall said with the projects the town has done in the past the town has never had to use cash it has all be in-kind.

Motion made by Commissioner Baldwin seconded by Commissioner Foley to approve the request to apply for the 319 Grant Application for bioretention/stormwater facilities and secure necessary match requirement.

Vote Aye-5 Nay-0

Mayor Voller asked that Mr. Royal see where we stand as far as getting water or wastewater grants. Mr. Royal said they have two cycles and the next one will be in September. Mayor Voller asked that Mr. Royal work with Manager Gruesbeck. Mr. Royal said they have been talking about that a lot and they we have to get our financial issue straighten out before we apply.

Mayor Voller said we need to keep the ball rolling with DENR (referencing the letter we received in December).

## **CAPITAL PROJECTS REPORT**

### **MANAGER'S UPDATE ON CAPITAL PROJECTS.**

Manager Gruesbeck submitted the following update:

#### **PROJECT: Hillsboro St Water Main Transmission Line Replacement Project**

Weather permitting, the contractor continued to fill the trench containing the new water main with concrete and placed the first layer of asphalt over the new concrete. Work in the trench and on the street surface progressed from the pedestrian island south to near Thompson Street by the 5/10/13.

#### **PROJECT: Improvements on 15/501 at Springdale Drive**

**UPDATE:** A third speed table was constructed near the chain at Fox Chapel Dr. and 1.5 inches of asphalt were placed on the existing speed tables. Thermoplastic markings are expected to be applied to the speed tables on 5/10/13. A contractor added the first layer of asphalt to the southeast corner of the intersection and reconfigured the embankment on the corner. Remaining tasks include temporary stripping and stabilization of earth around the embankment.

#### **PROJECT: Speed reduction study on 15/501 (Near Lowes/Powell Place)**

**UPDATE:** NCDOT has collected field data and they are now in the process of reviewing accident reports. The study and recommendation will be completed early during the week of 5/13/13.

#### **OTHER NEWS:**

- He attended a meeting of the Pittsboro Business Association and provided an update on the Hillsboro Street Water main Replacement, the Police Chief and the FY 2013-2014 budget process.
- He has been awarded a \$1,500 scholarship from the North Carolina City and County Management Association (NCCMA) to attend the UNC School of Government Public Executive Leadership Academy (PELA). The NCCMA also awards \$500 to members for this select academy.

Mayor Voller congratulated Manager Gruesbeck on getting the scholarship. Manager Gruesbeck said they will have a project to do in the class and he would like to do something for younger people in the area to get them interested in government.

Commissioner Baldwin asked when the WWTP Permit expires. Manager Gruesbeck said 2016. She commented that the Springdale speed tables look good.

Mayor Updates

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

**COMMISSIONER CONCERNS**

Commissioner Foley said that we received our Retire NC designation last week and we have been contacted by four different parties about retiring to Pittsboro.

Motion made by Commissioner Fiocco seconded by Commissioner Foley to take a five minutes recess.

Vote Aye-5 Nay-0

Motion made by Commissioner Baldwin seconded by Commissioner Farrell to go back into regular session.

Vote Aye-5 Nay-0

**BUDGET WORK SESSION**

Manager Gruesbeck said he wanted to briefly go over the CIP items for FY 2013-2014 since it was late in the evening. They are as follows:

• New 3.22 MGD Plant	\$ 2,000,000
• WTP Backup Generators	40,000
• Community House Improvements	15,000
• Annual Street Resurfacing	60,000
• Sidewalk Improvements	50,000
• Backwash Pump Replacement	55,000
• Paving Martin Luther King Drive	20,000
• WWTP Nutrient Load Improvements	30,000
• Downtown Pocket Park	10,000
Total	\$ 2,280,000

FY 2014-2015:

• Downtown water improvements	\$ 1,450,000
• Hillsboro Street Transmission Line	100,000
• New 3.22 MGD Plant	39,000,000
• WTP Backup Generators	325,000

• Bldg. Lease & Renovation	285,000
• Old Graham Water Main Loop	1,250,000
• Community House Improvements	65,000
• Park/Oakwood Dr. Culvert	158,000
• Fire Tower Truck Line	1,325,000
• Annual Street Resurfacing	65,000
• Haw River Intake Improvement	20,000
• Greenway System	45,000
• Sidewalk Improvements	50,000
• New Police Building	120,000
• Mechanical Control Center	50,000
• WWTP Nutrient Load Improvements	240,000
• Downtown Pocket Park	50,000
Total	\$44,598,000

FY 2015-2016

• Downtown Water Improvements	\$ 48,350
• Hillsboro Street Transmission Line	100,000
• New 3.22 MGD Plant	3,417,000
• Bldg Lease & Renovation	60,000
• Annual Street Resurfacing	70,000
• Elevated Water Tank	1,465,000
• Haw River Intake Improvement	345,000
• Greenway System	45,000
• Sidewalk Improvements	50,000
• New Police Building	935,000
Total	\$ 6,535,350

FY 2016-2017

• Downtown Water Improvements	\$ 48,350
• Hillsboro Street Transmission Line	100,000
• New 3.22 MGD Plant	3,348,400
• Bldg Lease & Renovation	60,000
• Annual Street Resurfacing	80,000
• Greenway System	45,000
• Sidewalk Improvements	50,000
Total	\$ 3,731,750

FY 2017-2018

• Downtown Water Improvements	\$ 48,350
• Hillsboro Street Transmission Line	100,000

• New 3.22 MGD Plant	3,280,000
• Bldg Lease & Renovation	60,000
• Annual Street Resurfacing	85,000
• Greenway System	45,000
• Sidewalk Improvements	50,000
Total	\$ 3,668,350

Adam Pickett, Water Treatment Superintendent said the backwash pump allows them to wash filters. It was built in 1964 and if it goes out we will be without water for days.

Commissioner Farrell asked is this his top priority. Mr. Pickett said it is his top priority as far as capital improvements go.

Mayor Voller stated it had been budgeted before to pave the unpaved portion of MLK Drive and it was also approved to install the Fairground Association a fee sewer tap. Attorney Messick said there was a problem with easements. Mayor Voller said for the paving but not to install the sewer tap.

Randy Heard, Wastewater Superintendent, stated they are working to remove nitrogen to get 500,000 gallons per day, but to get us to full permit compliance of .75 they need some mechanical upgrades to their current treatment units. Mr. Heard explained the process.

Mayor Voller asked about selling the relatively new pumps that we cannot use. Manager Gruesbeck said he would put the pumps on the list of items that he will be bringing to the board to declare surplus.

Mayor Voller asked Ms. Cartrette to get information from Frances Wilson at the tax office on tax values.

Manager Gruesbeck stated if any of the board members had any corrections or deletion to let him know and he wondered if they would like to schedule another budget work session.

Commissioner Baldwin said she does not see the sidewalk from Powell Place downtown on the CIP. Commissioner Foley said that is a NCDOT project. Manager Gruesbeck said he did not find that sidewalk on the document he was working with.

Mayor Voller said it is a part of the pedestrian/greenway plan. He said the crosswalk on the circle made it to the top of NCDOT list and he advised Manager Gruesbeck to talk with them about that because it has already been approved.

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to schedule a Budget Work Session on next Monday, May 20, 2013 at 6:30 here at Town Hall for more discussion on the proposed budget.

Mayor Voller said he may not be able to be here, but he will check his schedule.

Vote Aye-5 Nay-0

**CLOSED SESSION**

Motion made by Commissioner Turner seconded by Commissioner Baldwin to go into closed session pursuant to GS 143-318.11(a)(6) to consider a personnel matter.

Vote Aye-5 Nay-0

Motion made by Commissioner Baldwin seconded by Commissioner Fiocco to go out of closed session.

Vote Aye-5 Nay-0

FYI -

1. Hillsboro Street Water Main Replacement Bi-Weekly Report 5/13/13
2. Meet and Greet – May 16, 2013

**ADJOURNMENT**

Motion made by Commissioner Baldwin seconded by Commissioner Turner to adjourn at 9:40 PM.

Vote Aye-5 Nay-0

\_\_\_\_\_  
Randolph Voller, Mayor

ATTEST:

\_\_\_\_\_  
Alice F. Lloyd, CMC, NCCMC  
Town Clerk