

Town of Carrboro

301 W. Main St., Carrboro, NC 27510



Meeting Agenda - Final

Tuesday, January 6, 2026

6:00 PM

Council Chambers - Room 110

Town Council

6:00-6:15**A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND
ACKNOWLEDGEMENTS****6:15-6:25****B. TOWN MANAGER'S REPORT****6:25-6:40****C. PUBLIC COMMENT****6:40-6:45****D. CONSENT AGENDA**

Items on the consent agenda are part of normal town business. There will be no discussion of these items unless a Council Member request to pull an item, after which the item will be removed from the Consent Agenda and considered individually. All other items not removed from the Consent Agenda will be adopted by a single motion.

1. [26-001](#) Approval of Minutes from Town Council meeting held on November 18 and December 2, 2025

2. [26-005](#) Approval of Town Council Liaison Board/Committee Assignments

PURPOSE: The purpose of this item is for the Town Council to make appointments to boards/committees as liaisons for 2026.

Attachments: [A - Town Council Liaison Board-Committee Assignments](#)

3. [26-003](#) Memorandum of Understanding (MOU) between the Town of Carrboro and Orange County for Continued Erosion & Sediment Control (E&SC) Cooperation.

PURPOSE: To authorize the Town Manager to enter into and execute the MOU document.

Attachments: [A - Resolution](#)

[B - SPCA MOU Carrboro and Orange Co \(Final\)](#)

6:45-7:00**E. GENERAL AGENDA**

INFORMATION ITEMS

1. [26-004](#) Update on Municipal Greenhouse Gas (GHG) Emissions and Decarbonization Goals

PURPOSE: This agenda item provides an update on the Town's progress towards the climate action goal to reduce municipal greenhouse gas emissions by 80% from a 2010 baseline by 2030.

Attachments: [A - Update on Municipal GHG Emissions and Decarbonization Goals](#)
[1.6.26](#)



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 26-001

Agenda Date: 1/6/2026
In Control: Town Council
Version: 1

File Type: Consent Agenda

Approval of Minutes from Town Council meeting held on November 18 and December 2, 2025



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 26-005

Agenda Date: 1/6/2026
In Control: Town Council
Version: 1

File Type: Consent Agenda

Approval of Town Council Liaison Board/Committee Assignments

PURPOSE: The purpose of this item is for the Town Council to make appointments to boards/committees as liaisons for 2026.

DEPARTMENT: Town Clerk

INFORMATION: The Town Council have responsibilities on various Town and other governmental boards/committees. This will allow the Council to make appointments for 2026.

RECOMMENDATION: Town Council make their board/committee liaison assignments.

Town Council Liaison Board/Committee Assignments

Town Advisory Boards	
Housing & Human Services Advisory Commission	Palmer
Board of Adjustment	Fray
Economic Sustainability Commission	Posada, Merrill
Climate & Environmental Advisory Commission	Posada, Nowell
Planning Board	Fray, Joiner
Racial Equity Commission	Joiner, Palmer
Recreation, Parks & Cultural Resources Advisory Board	Nowell, Joiner
Stormwater Advisory Commission	Nowell
Transportation, Mobility & Greenways Advisory Commission	Merrill

Intergovernmental Bodies	
Central Pines Regional Council Board of Delegates	Nowell
Chamber for a Greater Chapel Hill-Carrboro Board of Directors	Foushee
Chapel Hill Public Transit Committee ("Transit Partners Committee")	Merrill, Palmer, manager's designee
Chatham-Orange Joint Planning Task Force	Posada
Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board	Nowell (member), Merrill (alternate)
Family Success Alliance Advisory Council	Posada
Intergovernmental Parks Work Group	Fray
North Carolina Metropolitan Mayors Coalition	Foushee
Orange County Local Government Affordable Housing Collaborative	Fray
Orange County Partnership to End Homelessness Leadership Team	Fray
Orange County Solid Waste Advisory Group	Foushee, Palmer
Orange County Visitors Bureau Board of Directors	Joiner
Orange County Climate Council	Fray



Agenda Item Abstract

File Number: 26-003

Agenda Date: 1/6/2026
In Control: Town Council
Version: 1

File Type: Consent Agenda

Memorandum of Understanding (MOU) between the Town of Carrboro and Orange County for Continued Erosion & Sediment Control (E&SC) Cooperation.

PURPOSE: To authorize the Town Manager to enter into and execute the MOU document.

DEPARTMENT: Stormwater Utility / Public Works

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

Other - This action confirms and reauthorizes ongoing efforts required by the Town's MS4 Permit (NCS000450) and renews a relationship with Orange County Erosion Control (OCEC) that proactively works to manage and reduce pollutants from active construction sites.

INFORMATION: The purpose of this instrument is for the Town and County to continue their working relationship regarding erosion and sediment control (E&SC) regulations and program implementation. The history of this effort dates back to 1973, when the State of North Carolina adopted the Sedimentation Pollution Control Act (SPCA). This law established statewide standards to allow development to move forward while minimizing harmful impacts from sediment and erosion. Orange County's Erosion Control Officer and staff have historically enforced these regulations on behalf of the Town. In addition, the Town is required under its MS4 Permit (NCS000450) and Stormwater Management Plan to manage construction site runoff either directly or through shared responsibility with a delegated E&SC program.

FISCAL IMPACT: No anticipated fiscal or staff impact and this reauthorization continues to support fiscal conservatism and efficiency within both organizations.

RECOMMENDATION: Staff recommend that the Town Council adopt the draft resolution.

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE A
MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF CARRBORO AND
ORANGE COUNTY THAT RENEWS EROSION & SEDIMENT (E&SC) CONTROL
PROGRAM COOPERATION.**

THE TOWN COUNCIL OF THE TOWN OF CARRBORO RESOLVES:

That the Town Manager enter into and execute the necessary Memorandum of Understanding (Attachment B). This resolution shall become effective upon authorization by the Orange County Board of County Commissioners (BOCC).

NOW, THEREFORE, BE IT RESOLVED.

This the 6th day of January 2026.

MEMORANDUM OF UNDERSTANDING (MOU)
Between the Town of Carrboro and Orange County
For the Administration of an E&SC Program Within Town Boundaries

This Memorandum of Understanding (MOU) is made and entered into by and between the following parties:

1. Town of Carrboro, a unit of municipal government
Carrboro Town Hall, 301 W Main Street, Carrboro, NC 27510
2. Orange County, a unit of county government
Whitted Human Services Building, 300 W Tryon St, Hillsborough, NC 27278

Execution of this instrument is made and entered into the ____ day of _____, _____, by and between the Town of Carrboro (hereinafter referred to as the “Town”) and Orange County (hereinafter referred to as the “County”) per N.C.G.S. 160A-461.

PURPOSE: The Town and County desire to continue their coordinated Erosion and Sediment Control (E&SC) regulations and procedures in all of the Town’s jurisdiction pursuant to the terms of this instrument and applicable ordinances.

BACKGROUND:

WHEREAS, the State of North Carolina enacted the Sedimentation Pollution Control Act (SPCA) of 1973 for the creation, administration, and enforcement of a program and for the adoption of minimal mandatory standards which permit development to continue with the least detrimental effects from pollution.

WHEREAS, the Orange County Erosion Control Officer and staff have enforced the Ordinance in Carrboro pursuant to a resolution adopted by the Town of Carrboro Board of Alderman in 1976 and amendment of the Town’s Land Use Ordinance in 1983; and

WHEREAS, the County has a locally delegated E&SC Program with requirements to reduce pollutants in stormwater runoff from construction activities in its jurisdiction in accordance with N.C.G.S. 113A-60; and

WHEREAS, SPCA regulatory mechanisms are presently set forth in the Orange County Unified Development Ordinance (Ordinance), in Sections 1.11, 2.18, 2.19, 2.26, 6.15 and 9.8; and

WHEREAS, this enforcement was first set forth in an agreement, “Memorandum of Agreement between the NC Sedimentation Control Commission and Orange County” executed from the date of March 11, 2015; and

WHEREAS, the Town is required to meet minimum control measures directed through a comprehensive Stormwater Management Plan (SWMP) and MS4 Permit (NCS000450),

including requirements for construction site runoff controls through its own operations or by shared responsibility with a delegated E&SC program.

TERMS:

The Town and County hereby agree as follows:

Town of Carrboro agrees to:

1. Relinquish its right to collect associated E&SC fees to Orange County, so long as this MOU is in effect. However, the Town retains its authority to review and approve such fees, should they differ from those applicable in Orange County areas outside of the Town of Carrboro.
2. Support E&SC best practices and desired environmental outcomes through the Town's development review process and construction/development site inspections, including coordinating the application of enforcement measures available to both the Town and Orange County.
3. Acknowledge that while Orange County Erosion Control provides supplemental support, the Town of Carrboro retains ultimate responsibility for NPDES compliance and may face enforcement if it or OCEC fails to meet required Best Management Practice (BMP) obligations.

Orange County agrees to:

1. Publish its fee schedule, including E&SC items, making it publicly available to Carrboro residents.
2. Administer and enforce the Ordinance sections relating to E&SC within the Town's jurisdiction. Administration shall include: processing applications; collecting fees; reviewing plans; conducting field inspections; maintaining files and records; and enforcement actions.
3. Inform and coordinate with the Town on E&SC administration and enforcement actions such as, but not limited to: stop work orders, permit revocation, imposition of requirements in addition to those in approved E&SC plans, and appeals of staff determinations.
4. Notify the Town of Carrboro in writing within three (3) business days if the County's delegated program is placed on probation by the North Carolina Department of Environmental Quality (NCDEQ). The written notification shall include a description of the basis for the probation and its causes. Upon request of the Town, Orange County shall provide documentation relevant to NCDEQ's determination. Within 3 business days of receiving notice from NCDEQ that the probationary status has been lifted, Orange County shall provide written notice to the Town.

Both Parties agree to:

1. Coordinate compliance efforts on E&SC for development projects from concept to final stabilization. Both parties will share data for the respective development projects.

2. Upon mutual concurrence between the Carrboro Board and the Orange County Board of County Commissioners, the Town Manager and the County Manager, or their designees, may be delegated to establish administrative procedures to supplement or amend this instrument.
3. Based on recommendations and guidance from State permitting authorities, this MOU shall be reviewed and reauthorized by both governing bodies no less than every five (5) years and occurring at least once amid an MS4 permitting period.

SEVERABILITY: If any term or provision of this agreement is found to be illegal or in conflict with any existing or newly enacted law, the remaining portions shall be considered severable and shall not be affected by such a determination and the rights and obligations of the parties shall be construed and enforced as if the instrument did not contain the noncompliant part. Upon such determination, if either party feels a replacement provision is needed, the parties shall negotiate in good faith to draft a replacement clause that is enforceable and that as closely corresponds to the spirit and purpose of this document as a whole.

TERMINATION:

This Agreement shall continue until terminated. The Town or County may terminate the MOU upon 120 days advance written notice to the County Manager or Town Manager, as appropriate.

ADOPTION:

IN WITNESS WHEREOF, the Town and County have caused this instrument to be executed by the Town Manager and County Manager, and they have hereunto set their hands and seals on the day and year first written above.

Approved as to form and authorization:

Town of Carrboro Manager

Orange County Manager

Date:_____

Date:_____



Agenda Item Abstract

File Number: 26-004

Agenda Date: 1/6/2026
In Control: Town Council
Version: 1

File Type: Information Item

Update on Municipal Greenhouse Gas (GHG) Emissions and Decarbonization Goals

PURPOSE: This agenda item provides an update on the Town's progress towards the climate action goal to reduce municipal greenhouse gas emissions by 80% from a 2010 baseline by 2030.

DEPARTMENT: Climate Action

COUNCIL DIRECTION:

☒ Race/Equity ☒ Climate ☒ Comprehensive Plan ☐ Other

Reducing municipal greenhouse gas emissions aligns with several of the Town Council's strategic objectives. The Carrboro Connects Comprehensive Plan ([Carrboro Connects Comprehensive Plan | Carrboro, NC - Official Website](https://www.carrboronc.gov/2389/Carrboro-Connects-Comprehensive-Plan) <<https://www.carrboronc.gov/2389/Carrboro-Connects-Comprehensive-Plan>>) was developed with the foundational themes of race and equity and climate action. Chapter four of the Comprehensive Plan calls for a bold and ambitious climate action goal to reduce municipal greenhouse gas emissions by 80% by 2030 from a 2010 baseline. Chapter ten includes initiatives to increase the energy efficiency of municipal buildings and to reduce greenhouse gas emissions due to municipal fleet operations.

In addition, the Community Climate Action Plan ([Community-Climate-Action-Plan---Updated-Oct-2020](https://www.carrboronc.gov/DocumentCenter/View/8961/Community-Climate-Action-Plan---Updated-Oct-2020) <<https://www.carrboronc.gov/DocumentCenter/View/8961/Community-Climate-Action-Plan---Updated-Oct-2020>>) recommends performing energy audits on municipal buildings, adding solar to municipal buildings, and electrifying the Town fleet.

INFORMATION: Carrboro remains a statewide leader in climate action, guided by the **Carrboro Connects Comprehensive Plan** and its ambitious target to reduce emissions by 80% (from a 2010 baseline). This report details progress regarding municipal operations; a subsequent report will address community-wide emissions.

Current Inventory and Progress

The Town tracks Scope 1 and 2 emissions to guide policy and fiscal decision-making. Since 2010, the Town has successfully **reduced municipal emissions by 25%**.

- **Buildings & Infrastructure:** Emissions from municipal buildings, signals, and streetlights have declined significantly due to strategic investments and the technical expertise of Town staff, particularly within Public Works.
- **Vehicle Fleet:** This remains the Town's largest emissions source and has seen a slight increase since 2010.

Funded Projects and Future Strategy

To continue this momentum, the Town is currently executing several funded initiatives:

- Transitioning the fleet to Zero-Emission Vehicles (ZEV) and expanding charging infrastructure.
- Conducting energy audits to prioritize efficiency retrofits and solar installations.
- Upgrading sports field lighting to energy-efficient systems.

While progress is substantial, achieving an 80% reduction by 2030 presents significant challenges. The Town's ability to meet the original deadline is limited by external factors-specifically Duke Energy's grid transition timelines and the delayed availability of suitable medium- and heavy-duty electric vehicles-as well as internal factors, such as the opening of the 203 Greensboro St. (Drakeford) building, which adds to municipal emissions despite its energy-efficient design.

FISCAL IMPACT:

There are no fiscal impacts associated with this informational item.

RECOMMENDATION: It is recommended that council receive the staff report.

1/6/2026

GREENHOUSE GAS INVENTORY AND CLIMATE ACTION STRATEGIES

Town Council Meeting



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Greenhouse Gas Inventory Agenda

1. Background
2. Most recent Inventory
3. Year-to-Year comparison
4. Target Areas
5. In-Progress Reductions



Introduction

What is a greenhouse gas inventory?

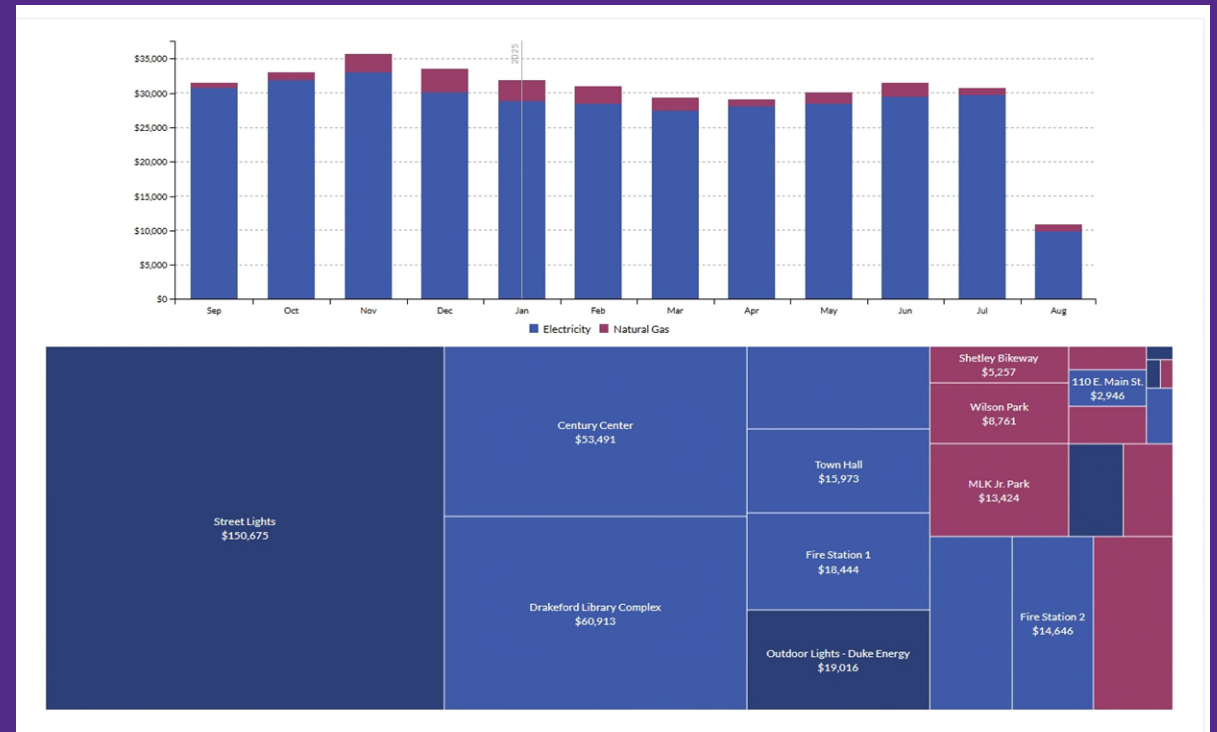
- A greenhouse gas (GHG) inventory estimates the total amount of emissions created by an organization
- The emissions are broken down by **source** and by **scope**
- The purpose of a GHG inventory is to better guide policy and investments.



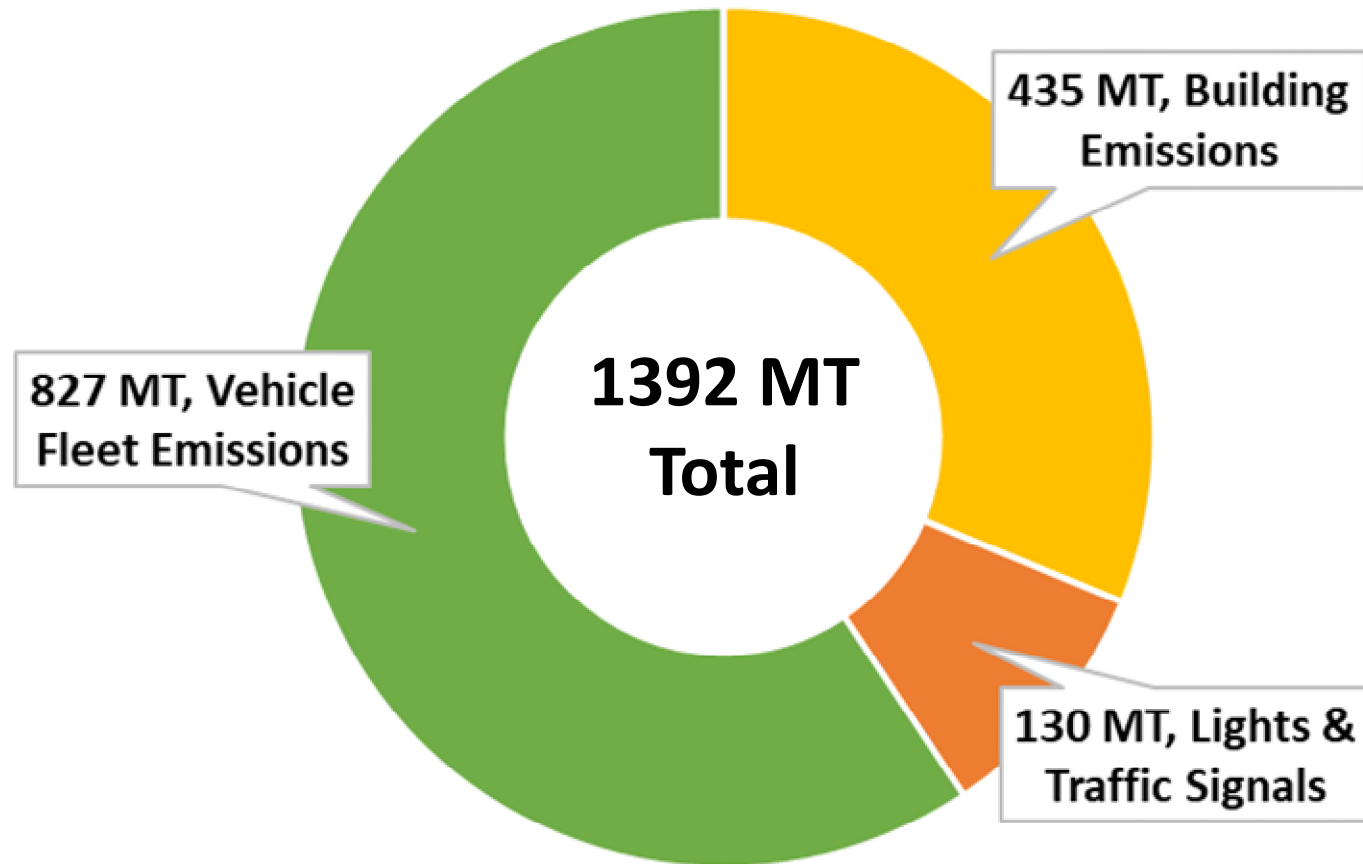
Introduction (cont.)

What is counted in a GHG inventory?

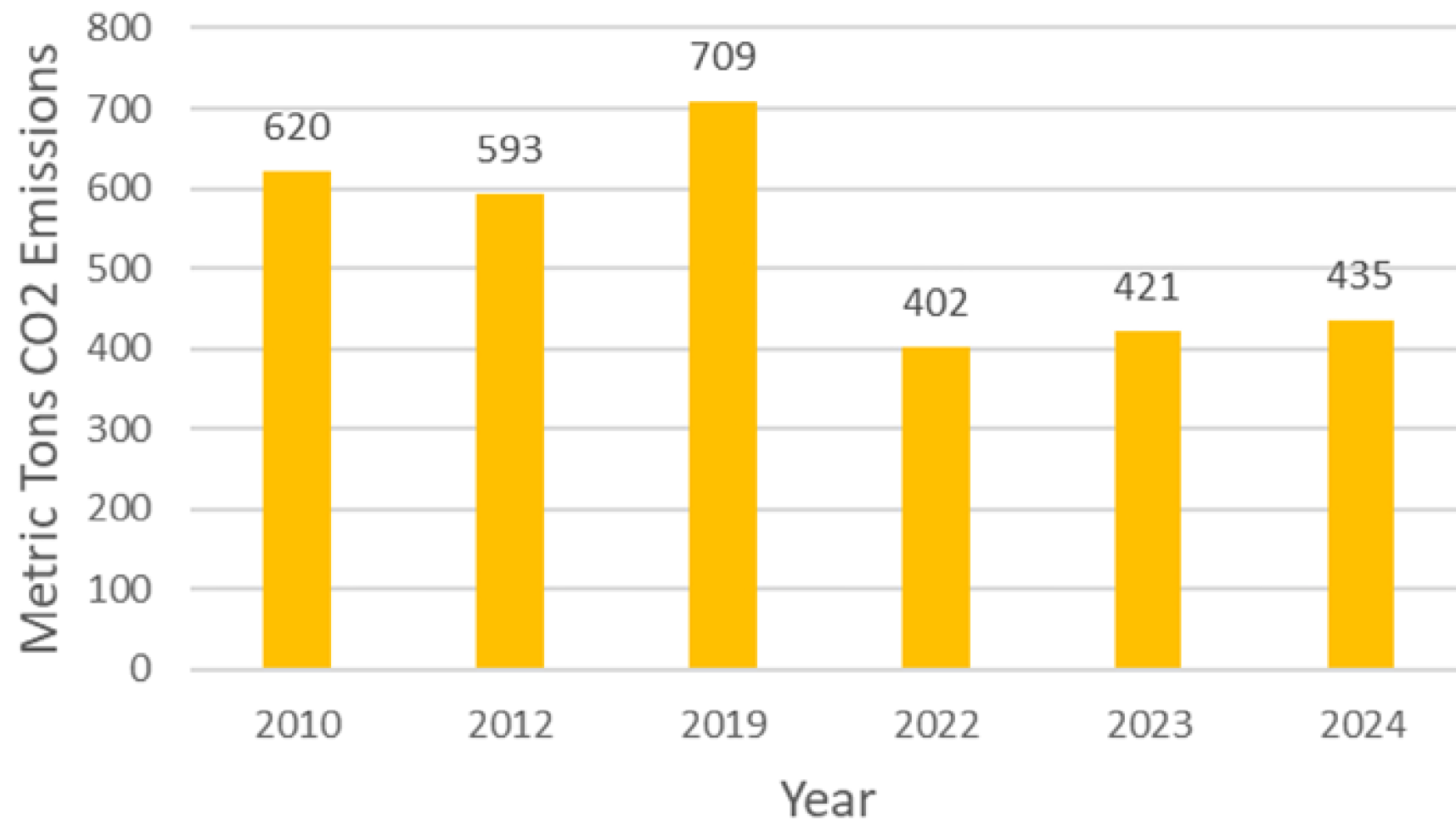
- The Town of Carrboro's emission sources are:
 - Electricity
 - Buildings
 - Signals / Street Lights
 - Natural Gas
 - Buildings
 - Generators
 - The Town Vehicle Fleet
 - Gasoline
 - Diesel

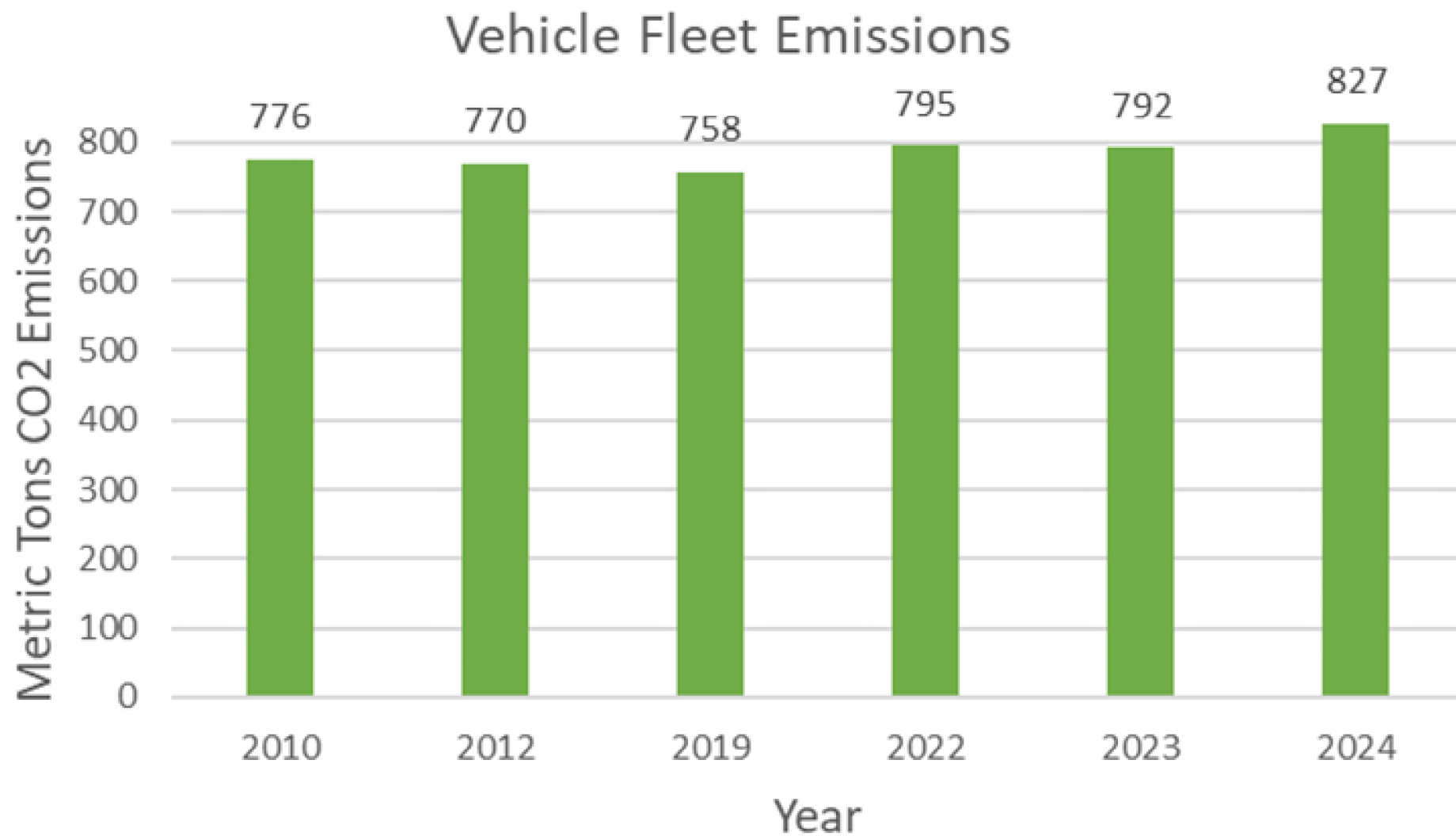


2024 GHG Inventory

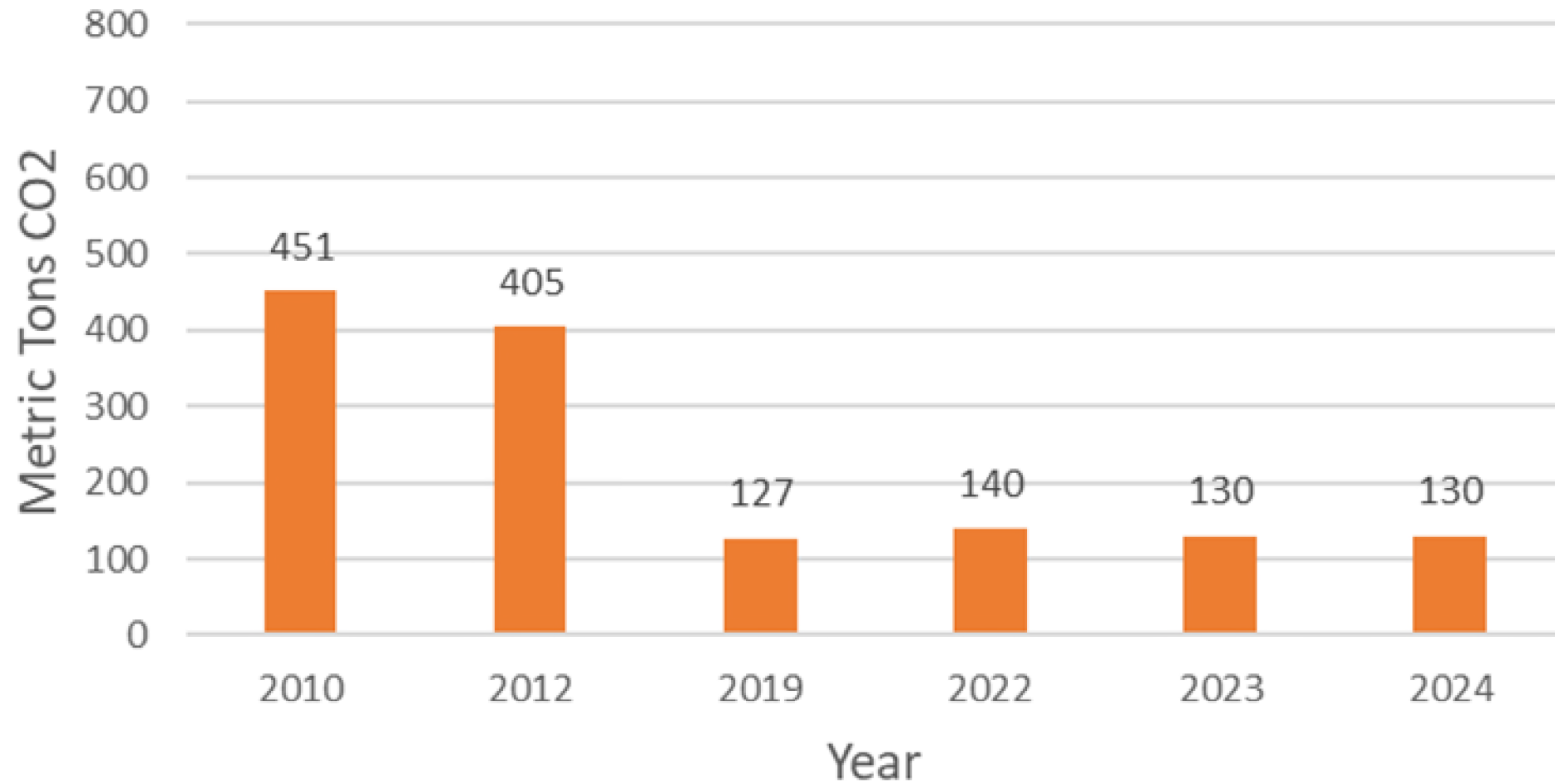


Building Emissions

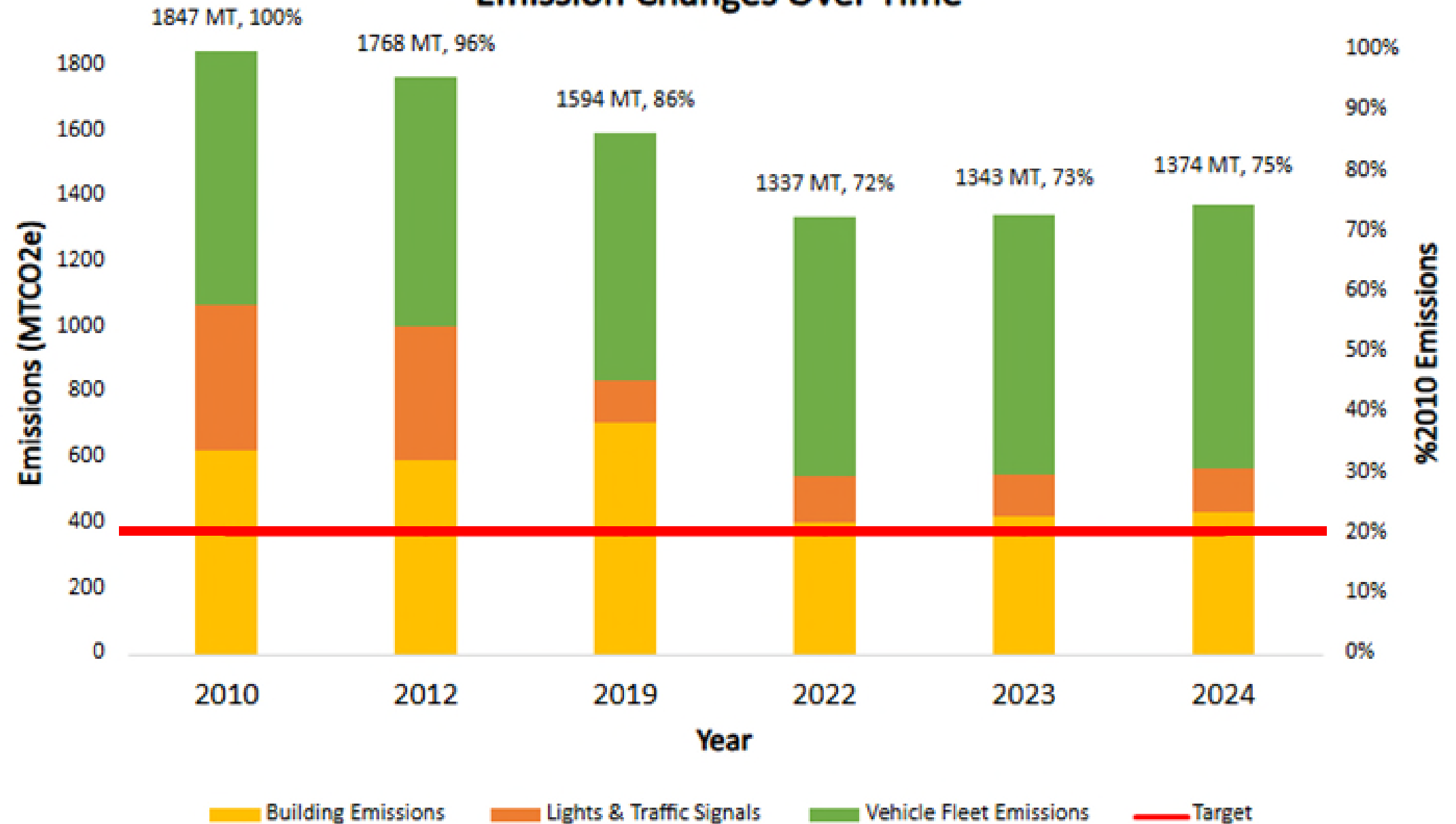




Lights & Traffic Signals



Emission Changes Over Time



Where can we reduce emissions?



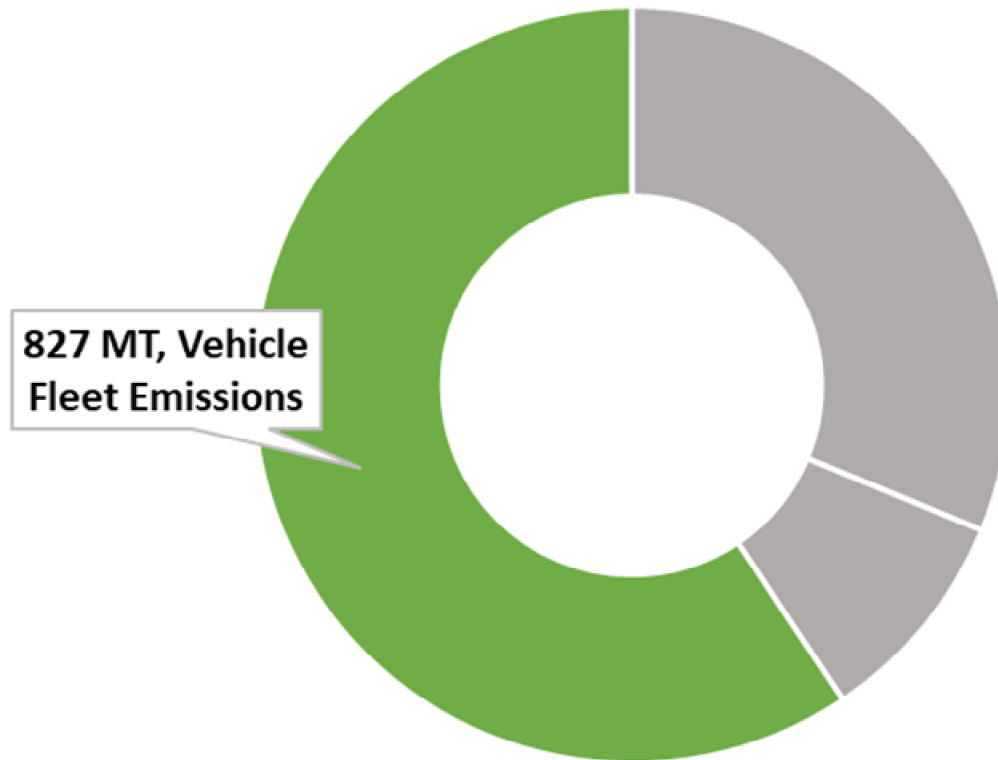
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Vehicles



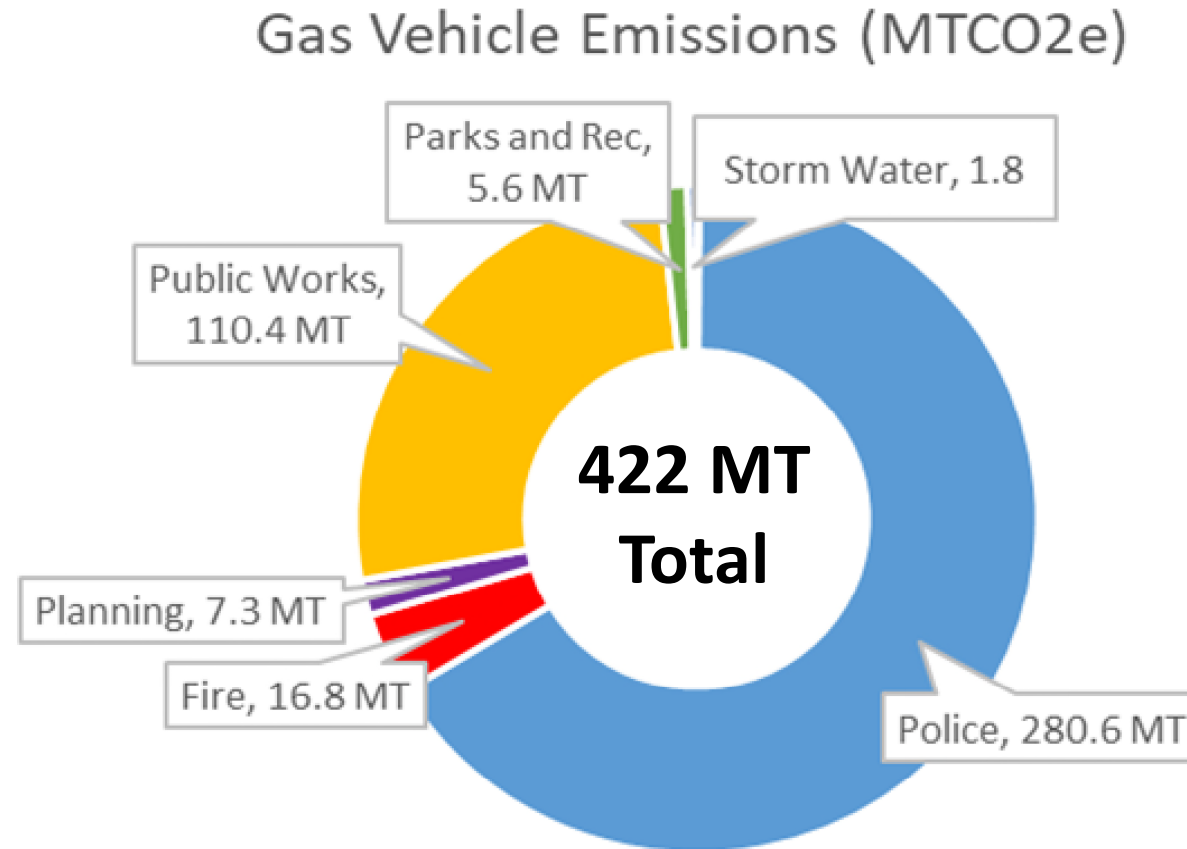
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2024 GHG Inventory



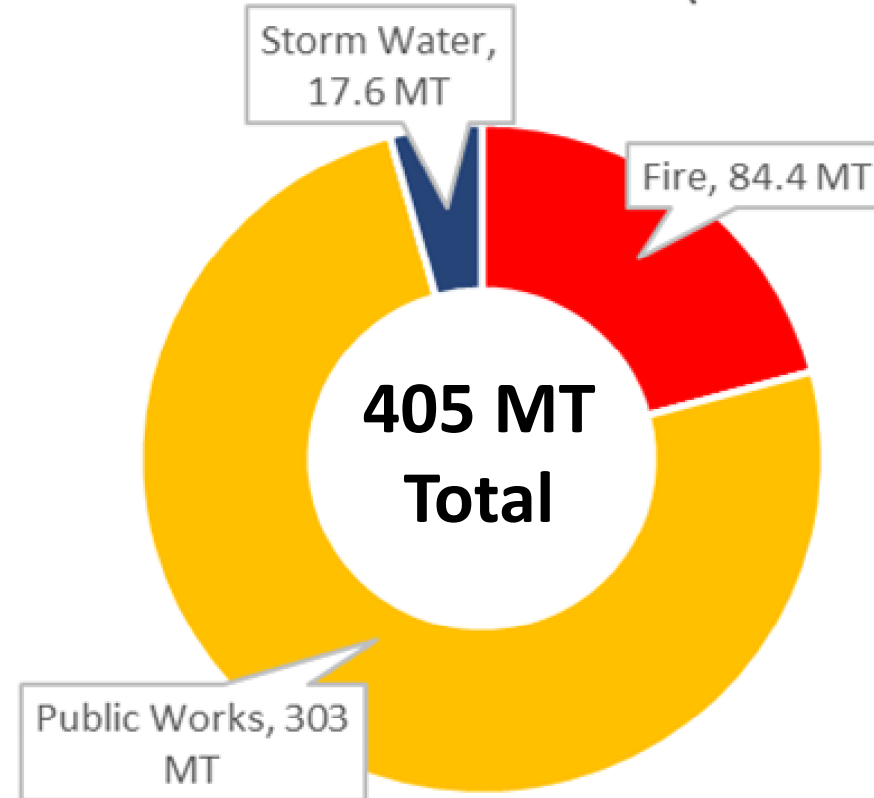
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Vehicles (cont.)

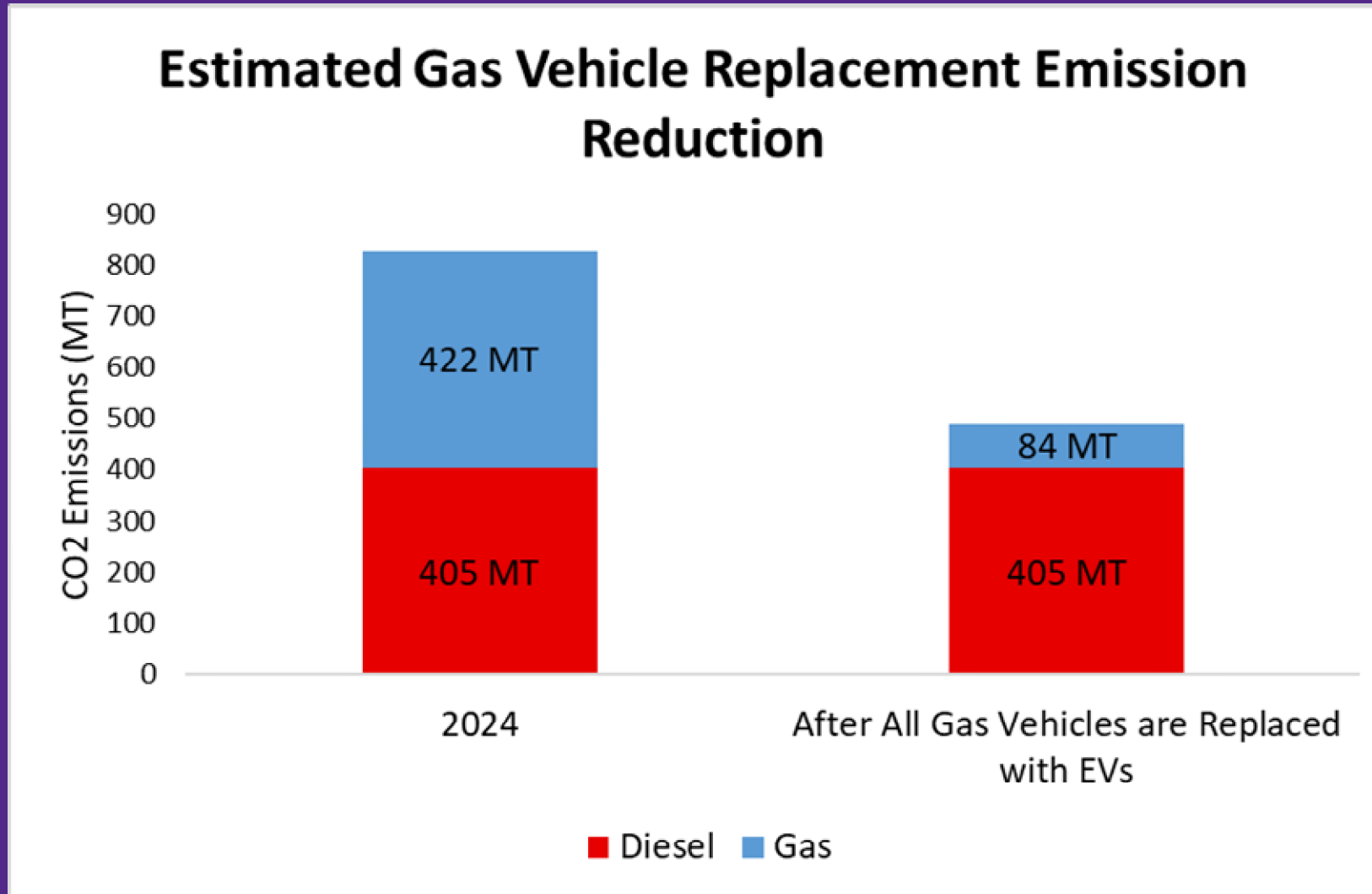


Vehicles (cont.)

Diesel Vehicle Emissions (MTCO₂e)



Vehicles (cont.)



EV Charger Projects

Town Commons – x8 ports, 80-amp chargers

19.2 kWh max charging speed

F150 Lightning Extended Range: 20% - 80% SOC = 4.5 hours

- 2 ports currently under construction
- Waiting for Duke Energy to start the next 6
 - Should have the plan by the end of the week 12/19

EV Charger Projects (cont.)

Civic Center - x2 – 4 ports, DCFC

180 kWh max charging speed

F150 Lightning Extended Range (limited to 150kW charging speed):
20% - 80% SOC = 39 minutes

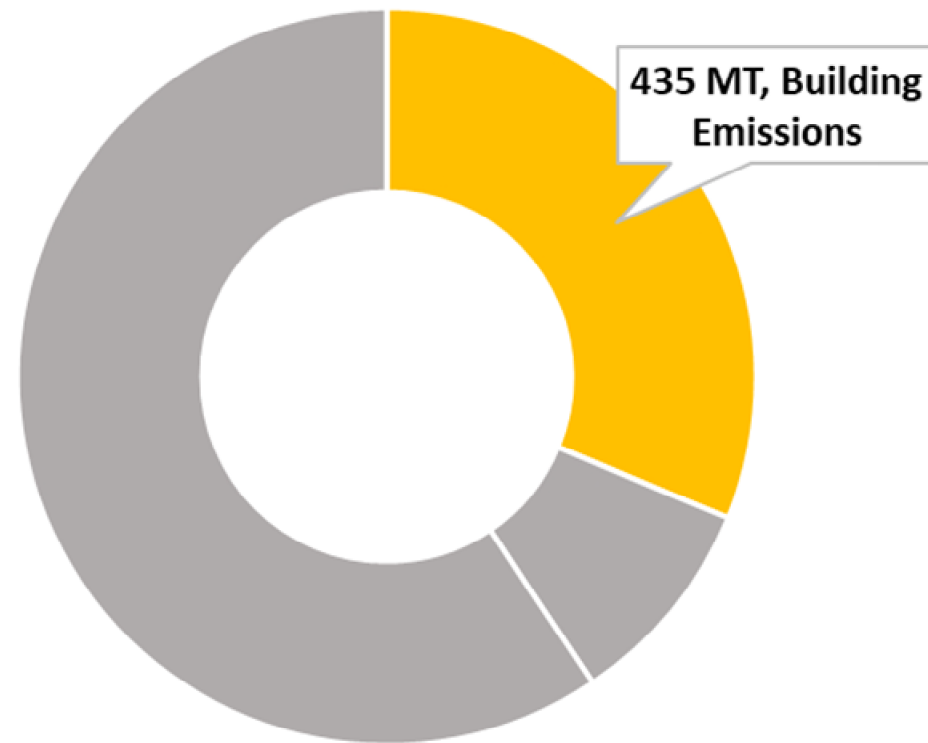
- *Dependent on infrastructure costs*

Buildings



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2024 GHG Inventory



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2025 Carbon Emissions So Far

Century Center
187 MT CO₂e

Drakeford Library Complex
172 MT CO₂e

Old Public Works
22 MT CO₂e

110 E. Main St.
5 MT CO₂e

Fire Station 1
50 MT CO₂e

Fire Station 2
38 MT CO₂e

Town Hall
32 MT CO₂e

January 2025 – November 2025 = 532 MTCO₂e

Buildings

Reduction in progress

- LED Retrofits
- Energy Efficiency Retrofits
- Increase HVAC energy efficiency
 - Building Controls
- Addition of Solar where possible
- Conservation!
 - Turn off lights
 - Turn down/up thermostats



Energy Audits

Performed by Alpha Facilities week of 11/3/2025

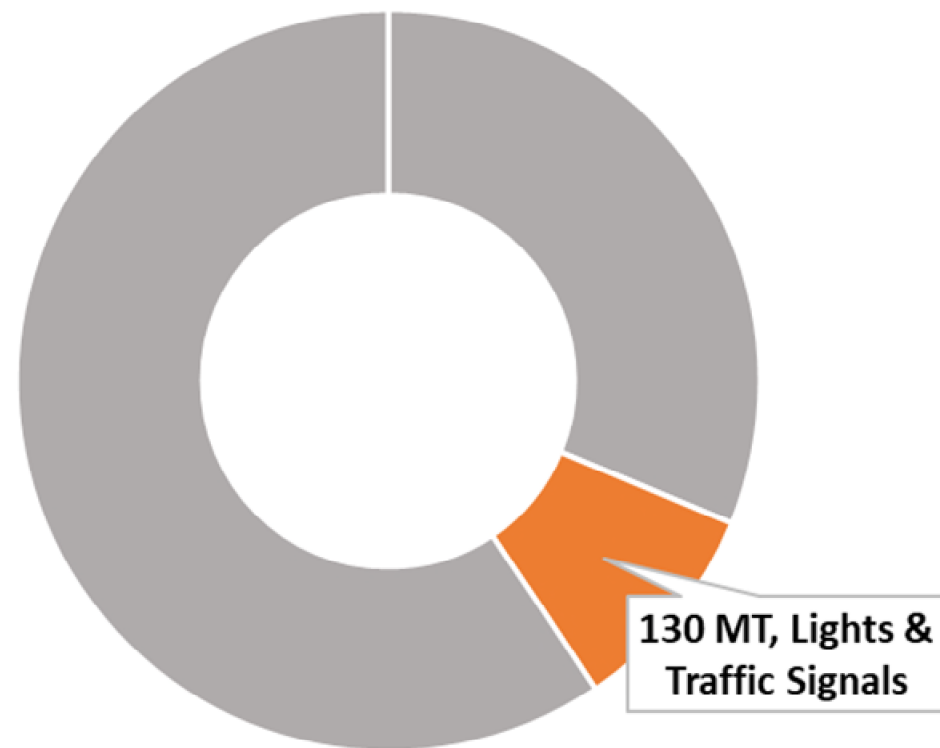
- Century Center (1920s) – New efficient chiller system
 - Leaky and inefficient building envelope
 - Still utilizes gas appliance including water heaters, stoves, & boiler
 - Diesel backup generator
 - No Solar
- Town Hall (1922) – A centralized HVAC system would improve energy efficiency
 - Leaky and inefficient building envelope
 - Dated and complex electrical system. 1 panel could be a possible fire hazard
 - No Solar
- Fire Station 1 (1960s)– Utilizes A roof top solar array, however shading from nearby tree is lowering energy output
 - Leaky and inefficient building envelope
 - Dated natural gas backup generator
 - 75 kW Solar Array
- Fire Station 2 (2010) – A centralized HVAC system would improve energy efficiency
 - Electrical panels are maxed out
 - Diesel backup generator
 - Solar thermal system needs repaired
 - No Solar

Lights



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2024 GHG Inventory

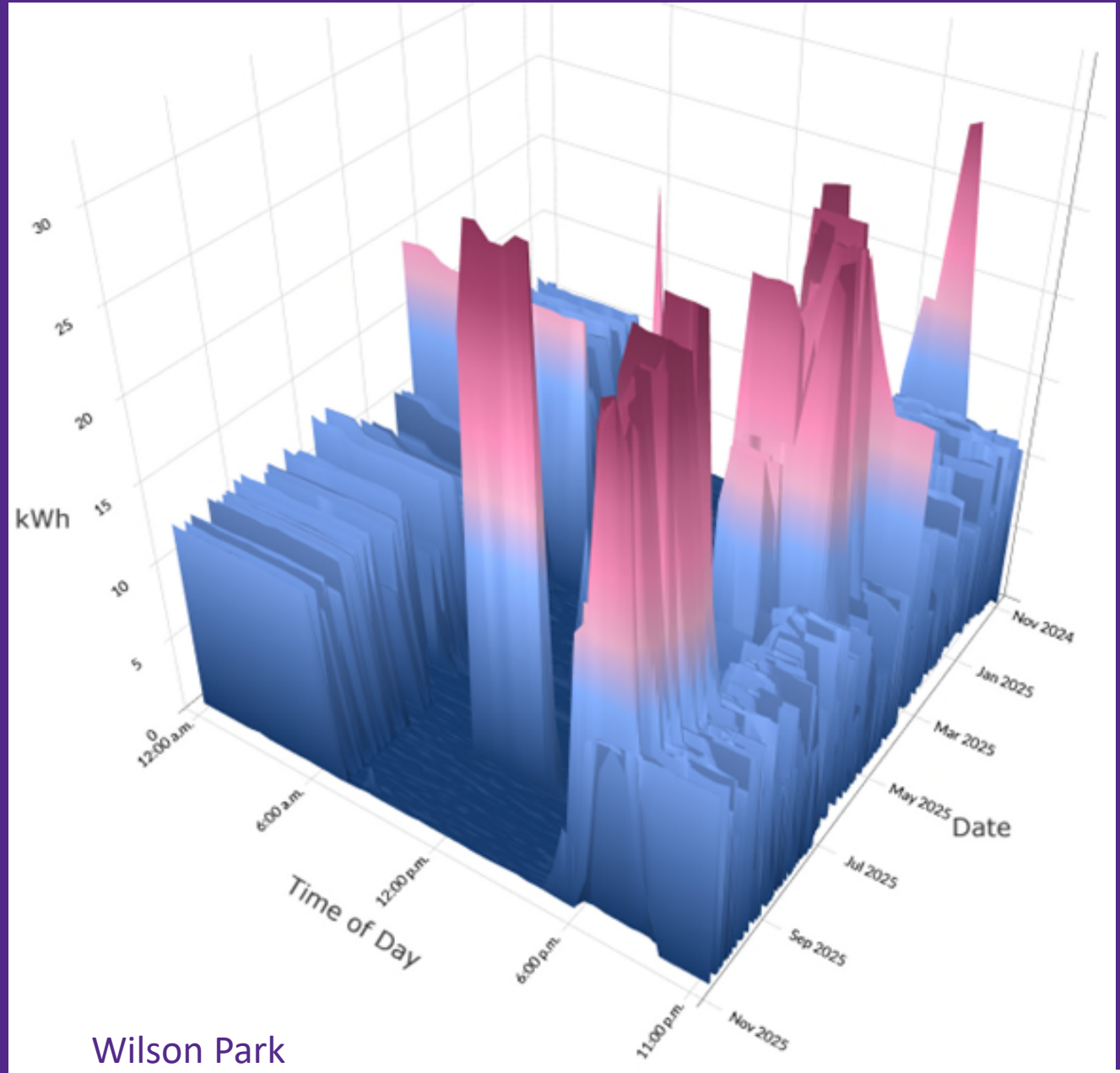


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Lights

What is in progress?

- Most Sports Field Lighting isn't LED
- Lighting at Wilson Park
 - 14 MTCO₂e Annually
 - Estimated Cost - \$340,000
- Lighting Audit



Wilson Park

Big Picture

Vehicle Emissions

- EV adoption and EV charging infrastructure
- Stay up-to-date with medium- and heavy-duty EV vehicle technology

Building Emissions

- Prioritize energy efficiency in new/renovation building projects
- Improve HVAC efficiency/ consolidate HVAC systems + LED retrofits
- Adding solar PV systems where possible

Lights Emissions

- Lighting Audits
- Last few LED installations

Thank you

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