



Town of Carrboro

Town Hall
301 W. Main St.
Carrboro, NC 27510

Meeting Minutes Board of Aldermen

Tuesday, May 2, 2017

7:30 PM

Board Chambers - Room 110

Present: Mayor Lydia Lavelle, Alderman Damon Seils, Alderman Bethany Chaney, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell

Absent: Alderman Michelle Johnson, Alderman Sammy Slade

Also Present: David Andrews, Town Manager, Catherine Dorando, Town Clerk, Nick Herman, Town Attorney

POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

Gideon Young, a member of the Carrboro Poet's Council, read a poem entitled, "Third Graders."

PROCLAMATION: BIKE MONTH 2017

Mayor Lavelle proclaimed May 2017 as "Bike Month" in the Town of Carrboro.

CHARGES ISSUED TO RECENTLY APPOINTED ADVISORY BOARD VOLUNTEERS

Catherine Dorando, the Town Clerk issued the following charges to recently appointed advisory board members:

- 1) Caitlin Gallagher, Karen Porter and Wesley Knepper, Human Services Advisory Commission
- 2) Patrick Castonguay, Transportation Advisory Board

RECOGNITION OF DONATION TO THE CARRBORO POLICE DEPARTMENT BY UNIVERSITY FORD OF CHAPEL HILL

The purpose of this item was to recognize the generous donation from University Ford of Chapel Hill of the use of a fifteen-passenger van for the Carrboro Police Summer Camp for teens, being held June 20 - 26, 2017. The summer camp is held to expose those who have an interest in law enforcement, to learn about the different roles of law enforcement officers and agencies in the triangle. This donation will allow the Police Department's staff to transport participants of the camp safely to different education venues.

Chief Walter Horton recognized the donation from University Ford of Chapel Hill.

A motion was made by Alderman Chaney, seconded by Alderman Seils, that this resolution be approved.

RESOLUTION OF APPRECIATION TO UNIVERSITY FORD OF CHAPEL HILL FOR THEIR
DONATION

WHEREAS, University Ford of Chapel Hill has graciously offered to donate the use of a 15 passenger van by waiving the rental fee of \$466.05 to the Carrboro Police Department for use during the police summer camp held June 20 – 26, 2017; and

WHEREAS, this donation will allow the police department's staff to transport participants of the camp safely to different education venues.

WHEREAS, donation of this van will help the Carrboro Police Department continue the goal of education and positive interactions with the public;

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that:

1. On behalf of the Town of Carrboro and its residents, the Board of Aldermen hereby expresses its sincere thanks and gratitude to University Ford of Chapel Hill for its generous donation.
2. The resolution shall be entered into the official minutes of the Board of Aldermen and a copy thereof shall be delivered to University of Chapel Hill.
3. This resolution shall become effective upon adoption.

This the 2nd day of May 2017

The motion carried by the following vote:

Aye: Alderman Gist, Alderman Haven-O'Donnell, Alderman Chaney, Alderman Seils, Mayor Lavelle

Absent: Alderman Johnson, Alderman Slade

ANNOUNCEMENT OF UPCOMING MEETINGS

Catherine Dorando, the Town Clerk, announced the upcoming public meetings.

REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

IMPACTS OF SOUTH GREENSBORO ROAD CLOSURE

Terri Buckner stated that the traffic is bad on Jones Ferry due to the South Greensboro Street road closure and that the changes to the J route bus stop have created a hazard. She asked for staff to look into a solution for the bus stop. She also asked for the Board to focus on pedestrian safety.

Tina Moon stated that the South Greensboro Street road re-opening will be delayed due to weather.

David Andrews, the Town Manager, stated that he will provide an update to the Board and see about a temporary change for the bus stop.

Alderman Haven-O'Donnell stated that it would be good to contact neighborhoods to see the impact that they have experienced due to the road closure.

BOLIN CREEK

Bob Proctor stated that paving a bike path along the creek will damage the environment. He stated that the transportation planner should work to distribute estimated bike commuting routes before the path is paved.

MENTAL HEALTH AWARENESS MONTH

Caitlin Gallagher stated that May is Mental Health Awareness Month and provided statistics regarding mental illness in America.

APPROVAL OF PREVIOUS MEETING MINUTES OF APRIL 18, 2017

MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN SEILS TO APPROVE THE MINUTES OF APRIL 18, 2017, AS AMENDED. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (JOHNSON, SLADE)

REQUEST TO MAKE AN APPOINTMENT TO THE BOARD OF ADJUSTMENT

The purpose of this agenda item was for the Mayor and Board to make an appointment to the Board of Adjustment and request that Orange County reaffirm the appointment.

A motion was made by Alderman Chaney, seconded by Alderman Seils, that this resolution be approved.

A RESOLUTION MAKING APPOINTMENT(S) TO THE
BOARD OF ADJUSTMENT

WHEREAS, the seats reserved for residents of the town's extraterritorial planning area and the town's join planning transition area have been vacant since 2013; and,

WHEREAS, the Town Clerk has advertised for the vacancies with no success in recruiting for residents that meet the requirements; and,

WHEREAS, the Carrboro Town Code allows for the Board of Commissioners to appoint other residents of the county (including residents of the Town of Carrboro).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO THAT:

Seat Designation	Appointee	Term Expiration
Joint Planning Transition Seat	Will Heflin	02/2019

SECTION 1: The Orange County Board of Commissioners are hereby requested to appoint the following applicant to the seat identified below:

SECTION 2. This resolution shall become effective upon adoption.

This the 2nd day of May 2017

The motion carried by the following vote:

Aye: Alderman Gist, Alderman Haven-O'Donnell, Alderman Chaney, Alderman Seils, Mayor Lavelle

Absent: Alderman Johnson, Alderman Slade

A REQUEST TO SET A PUBLIC HEARING ON THE TEMPORARY STREET CLOSING PERMIT APPLICATION FOR THE 2017 TOWN OF CARRBORO - SUMMER STREETS EVENTS

The purpose for this item was to set a public hearing for a Street Closing Permit Application submitted by the Town of Carrboro for the temporary closing and usage of Weaver Street from 9:00 AM to 2:00 PM on June 18th, July 16th, and August 28th, to accommodate the 2017 Summer Streets Events.

Alderman Haven-O'Donnell asked that Annette Lafferty contact the business community and let them know about the public hearing.

A motion was made by Alderman Chaney, seconded by Alderman Seils, that this resolution be approved.

A RESOLUTION SETTING A PUBLIC HEARING ON A TEMPORARY STREET CLOSING
REQUEST

BE IT RESOLVED by the Board of Aldermen of the Town of Carrboro that May 23, 2017 at 7:30 PM is hereby set as the date for a public hearing on a request by the Town of Carrboro for

the temporary closing and usage of Weaver Street from 9:00 AM to 2:00 PM on June 18th, July 16th, and August 28th, to accommodate the 2017 Summer Streets Events.

This the 2nd day of May 2017

The motion carried by the following vote:

Aye: Alderman Gist, Alderman Haven-O'Donnell, Alderman Chaney, Alderman Seils, Mayor Lavelle

Absent: Alderman Johnson, Alderman Slade

A REQUEST TO SET A PUBLIC HEARING ON THE TEMPORARY STREET CLOSING PERMIT APPLICATION FOR THE NOT SO NORMAL RUN FESTIVAL

The purpose for this item was to set a public hearing for a Street Closing Permit Application submitted by Not So Normal Fund, Inc for the temporary closing and usage of streets from 7:00 AM to 1:00 PM on Sunday, April 15th, 2018 to accommodate the Not So Normal Run which proposes a quarter marathon loop on Town streets.

A motion was made by Alderman Chaney, seconded by Alderman Seils, that this resolution be approved.

A RESOLUTION SETTING A PUBLIC HEARING ON A TEMPORARY STREET CLOSING REQUEST

BE IT RESOLVED by the Board of Aldermen of the Town of Carrboro that May 23, 2017 at 7:30 PM is hereby set as the date for a public hearing on a request by Not So Normal Fund, Inc. for the temporary closing and usage of Town streets on Sunday, April 15th, 2018 from 7:00 AM to 1:00 PM for the Not So Normal Run event.

This the 2nd day of May 2017

The motion carried by the following vote:

Aye: Alderman Gist, Alderman Haven-O'Donnell, Alderman Chaney, Alderman Seils, Mayor Lavelle

Absent: Alderman Johnson, Alderman Slade

AMENDMENT TO MARTIN LUTHER KING JR PARK DESIGN CONTRACT

The purpose of this item was for the Board of Aldermen to review and approve changes to the scope of the contract and funding for the park construction design project.

Alderman Chaney asked that staff hear from individuals that have design interest and have expressed a desire to contribute to the design.

A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Chaney, that this ordinance be approved.

**AMENDMENT TO MARTIN LUTHER KING, JR. PARK DESIGN
CAPITAL PROJECT ORDINANCE**
Ordinance No. 18/2016-17

WHEREAS, the Board of Aldermen for the Town of Carrboro adopted Capital Project Ordinance No. 18/2014-15 authorizing the use of fund balance for certain designated capital projects; and,

WHEREAS, included in Capital Project Ordinance No.18/2014-15 was an appropriation of \$150,000 for the design of Martin Luther King, Jr. Park; and,

WHEREAS, the Town has contracted with Steward Engineering, Inc. for the design of the Park; and,

WHEREAS, the Town's annual audit at June 30, 2014 confirmed that the fund balance exceeds 35% and the amount above 35% may be committed for capital projects;

WHEREAS, the Town's desires to have the contractor perform additional work beyond the original scope of work

NOW THEREFORE, BE IT ORDAINED THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1: Funds in the amount of \$ _33,200_____ are appropriated from fund balance in the General Fund for transfer to the Capital Project Fund for MLK Park Design which increases project funding from \$150,000 to \$ _183,200_____.

Section 2: The Town Manager is authorized to negotiate and execute an amendment with Steward Engineering, Inc. to modify the scope of work and increase the contract amount from \$ _\$150,000__ to an amount not to exceed \$183,200 ____.

Section 3: Funds appropriated for this project are authorized to be undertaken until all project activity is completed.

Section 4. Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director.

Section 5: This capital project ordinance amendment shall be effective upon adoption.

This the 2nd day of May 2017

The motion carried by the following vote:

Aye: Alderman Gist, Alderman Haven-O'Donnell, Alderman Chaney, Alderman Seils, Mayor Lavelle

Absent: Alderman Johnson, Alderman Slade

**PRESENTATION OF TOWN MANAGER'S RECOMMENDED BUDGET FOR FISCAL YEAR
2017-18**

The purpose of this agenda item was to receive the Town Manager's Recommended Budget for FY 2017-18 and set the time for a public hearing and budget work sessions.

David Andrews, the Town Manager, presented the recommended budget for FY 2017-18. He stated that he will provide the Board of Aldermen with detailed budget information on the Carrboro Day and Open Streets events.

Alderman Gist asked if funding for the Food Council has been included. David Andrews stated that it would be included in the FY 17/18 budget.

Alderman Chaney stated that she wants to be clear with what the Town gets from a salary study and how deep the study goes. David Andrews stated that Gallagher and Company have been hired to complete the study and they sample 30-40 positions with like-sized communities for benchmarking and the rest of the salaries can be adjusted based on the results.

Alderman Chaney asked if there was any flexibility to use the CDBG funds as something other than loan funds. She asked how the Town can best use the funds. David Andrews stated that the Town would have to go back to the federal government and receive approval to amend the program before changing the way the funds can be used.

Alderman Gist stated that the revolving loan fund was a grant at least 30 years ago and that there is interest money included. She asked if the funds are still tied to federal programming since it has been the Town's, with interest, for 30 years.

Alderman Seils asked if the body worn camera budget is reflected as carryover for next year's budget. Arche McAdoo, the Town's Finance Director, stated that the funds are shown on the capital budget rather than the Police Department budget.

In response to a question from Alderman Seils, David Andrews, stated that one of the assistants to the Town Manager will assume coordination of the implementation of the strategic climate and energy plan within the next fiscal year.

A motion was made by Alderman Seils, seconded by Alderman Haven-O'Donnell, that this resolution be approved.

**A RESOLUTION TO SET PUBLIC HEARING ON THE MANAGER'S
RECOMMENDED BUDGET FOR FY 2017-18**

WHEREAS, the Town Manager presented the Recommended Budget for FY 2017-18 to the Board of Alderman on May 2, 2017; and,

WHEREAS, the Town is required by North Carolina General Statute 159-12(b) to hold a public hearing before adopting the budget ordinance;

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO HEREBY RESOLVES THAT,

The Board of Aldermen will hold a public hearing on Tuesday, May 23, 2017 at 7:30 p. m. in Town Hall Board Room to receive comments from citizens on the Town of Carrboro Recommended Budget for 2017-18. Citizens are invited to make written or oral comments at the public hearing or submit comments by email to cdorando@townofcarrboro.org, Town Clerk. The entire budget document may be viewed at Town Hall in the Clerk's Office from 8:30 a.m. to 5:00 p.m. weekdays or on the Town website at www.townofcarrboro.org.

This the 2nd day of May 2017

The motion carried by the following vote:

Aye: Alderman Gist, Alderman Haven-O'Donnell, Alderman Chaney, Alderman Seils, Mayor Lavelle

Absent: Alderman Johnson, Alderman Slade

CARRBORO FIRE-RESCUE RELIEF FUND BOARD TRUSTEE VACANCY

The purpose of this item was to allow the Board of Aldermen to discuss and appoint a citizen of the fire district to the vacant position on the CFRD Relief Fund Board.

Chief Susanna Williams introduced the item.

The Board voted by ballot and applicant F. Wayne LaCock received all votes, shown below:

Alderman Seils
Alderman Chaney
Mayor Lavelle
Alderman Gist
Alderman Haven-O'Donnell

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN GIST TO APPOINT F. WAYNE LACOCK TO THE CARRBORO FIRE-RESCUE RELIEF FUND BOARD OF TRUSTEES. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (JOHNSON, SLADE)

LEAST INTEGRATED PEST MANAGEMENT POLICY UPDATE

The purpose of this agenda item was to present a draft update of the Town's existing Integrated Pest Management (IPM) Policy and to receive guidance from the Board of Alderman.

JD Freeman, the Town's Public Works Director, made the staff presentation.

Alderman Chaney suggested adding language to the policy that acknowledges dangers to public health and well-being is used as a determining factor.

Alderman Haven-O'Donnell asked that the community be educated with the intent of the program

because it is a model for use. She stated that working with the Environmental Advisory Board to get the message out would be beneficial.

The Board of Aldermen received the report and authorized staff to move forward with the manual updates.

RIGHT ON RED RESTRICTIONS

The purpose of this item was to discuss findings from an investigation to limit “Right on Red” at certain intersections within the Town.

JD Freeman introduced Eric Marsh, the assistant to the Public Works Director.

Erick Marsh provided the staff presentation. Town staff investigated the possibility of implementing a time limitation for traffic to make right on red turns at a stop light. Per this investigation it was discovered that there are currently not any major safety factors resulting from right on red at any intersections in Town. The Board did not adopt any changes to right on red intersections.

MATTERS BY BOARD MEMBERS

Alderman Chaney stated that Art Menius serves on the Orange County Transportation Advisory Board and suggested that the Orange County and Town of Carrboro Transportation Advisory Board meet together.

ADJOURNMENT

MOTION WAS MADE BY ALDERMAN HAVEN-O'DONNELL, SECONDED BY ALDERMAN CHANEY TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (JOHNSON, SLADE)