



# Town of Carrboro

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

## Meeting Minutes Board of Aldermen

Tuesday, April 3, 2018

7:30 PM

Board Chambers - Room 110

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

Also Present: David Andrews, Town Manager; Rebecca Buzzard, Deputy Town Clerk; Nick Herman, Town Attorney

### **POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

Mayor Lavelle proclaimed the month of April as "National Poetry Month" in Carrboro, NC.

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### **REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR**

Ian Gardner and Karina Goco gave a presentation showing the negative effects of plastic bags on the environment. The hope is to start a movement which would eventually ban other plastic items.

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### **APPROVAL OF PREVIOUS MEETING MINUTES OF MARCH 13 AND MARCH 20, 2018**

**MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN FOUSHEE TO APPROVE THE MINUTES OF MARCH 13 AND MARCH 20, 2018. VOTE: AFFIRMATIVE SIX, ABSENT ONE (HAVEN-O'DONNELL)**

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### **REQUEST TO MAKE AN APPOINTMENT(S) TO THE APPEARANCE COMMISSION/NEIGHBORHOOD PRESERVATION DISTRICT COMMISSION**

The purpose of this item was for the Board of Aldermen to make appointments to the Appearance

Commission/Neighborhood Preservation District Commission.

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

**A RESOLUTION MAKING APPOINTMENTS TO THE APPEARANCE COMMISSION**

THE BOARD OF ALDERMEN HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE APPEARANCE COMMISSION:

Seat Designation	Appointee	Term Expiration
Member	Gwen Barlow	2/2021

Section 2. This resolution shall become effective upon adoption.

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Absent:** Alderman Haven-O'Donnell

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**REQUEST TO MAKE APPOINTMENTS TO THE ECONOMIC SUSTAINABILITY COMMISSION**

The purpose of this agenda item was for the Board of Aldermen to make appointments to the Economic Sustainability Commission.

Alderman Chaney discussed the will of the Board not to have overlap service on advisory boards. The Board further discussed this and directed Nick Herman and Cathy Dorando to draft an amendment to the Board’s advisory board policies that will clarify the Board’s preference for membership on only one advisory board at a time. Per Alderman Gist’s suggestion, the amendment will also allow for exceptions when the Board so chooses.

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

**A RESOLUTION MAKING APPOINTMENT(S) TO THE ECONOMIC SUSTAINABILITY COMMISSION**

SECTION 1: THE BOARD OF ALDERMEN HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE ECONOMIC SUSTAINABILITY COMMISSION:

<b>Seat Designation</b>	<b>Appointee</b>	<b>Term Expiration</b>
At-Large	David Darr	2/2021
At-Large	Tanya Jisa	2/2021
Business Owner	Kim Calandra	2/2019
Business Owner	Arthur “Beven” Ramsey	2/2021

Section 2. This resolution shall become effective upon adoption.

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Nay:** Alderman Slade and Alderman Gist

**Absent:** Alderman Haven-O'Donnell

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**REQUEST TO MAKE APPOINTMENTS TO THE ARTS COMMITTEE**

The purpose of this agenda item was for the Board of Aldermen to make an appointment to the Arts Committee.

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

**A RESOLUTION MAKING APPOINTMENT(S) TO THE ARTS COMMITTEE**

THE BOARD OF ALDERMEN HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE ARTS COMMITTEE:

<b>Seat Designation</b>	<b>Appointee</b>	<b>Term Expiration</b>
Member	Beth Hustedt	2/2021
Member	Patricia “Patti” Morfeld	2/2021
Member	Jay Parker	2/2021

Section 2. This resolution shall become effective upon adoption.

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Absent:** Alderman Haven-O'Donnell

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**REQUEST TO MAKE APPOINTMENTS TO THE BOARD OF ADJUSTMENT**

The purpose of this agenda item was for the Mayor and Board to make appointments to the Board of Adjustment.

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

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

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

SECTION 1: The following appointments are made:

<b>Seat Designation</b>	<b>Appointee</b>	<b>Term Expiration</b>
In-Town	James Baker	2/2020
In-Town	Sriv Navaratnam	2/2020
In-Town	Joseph Collins	2/2021
In-Town	Richard Ellington	2/2021

SECTION 2. This resolution shall become effective upon adoption.

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Absent:** Alderman Haven-O'Donnell

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**A RESOLUTION MAKING AN APPOINTMENT TO THE CARRBORO TOURISM DEVELOPMENT AUTHORITY**

The purpose of this item was for the Board of Aldermen to appoint a member to the Carrboro Tourism Development Authority (CTDA).

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

**A Resolution Making an Appointment to the Carrboro Tourism Development Authority**

Section 1. The Board of Aldermen hereby appoints:

1. Erin Jobe
2. Daniel Mayer

Section 2. The terms shall expire January 31, 2019

Section 3. This resolution is effective immediately upon adoption.

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Absent:** Alderman Haven-O'Donnell

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**RESCHEDULING OF ITEMS**

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN CHANEY TO RESCHEDULE THE FOLLOWING ITEMS:**

- **REQUEST TO AUTHORIZE THE TOWN MANAGER TO EXECUTE A FORGIVABLE AFFORDABLE HOUSING LOAN AGREEMENT WITH CASA**
- **REQUEST TO MAKE APPOINTMENTS TO THE TRANSPORTATION ADVISORY BOARD**

**VOTE: AFFIRMATIVE SIX, ABSENT ONE (HAVEN-O'DONNELL)**

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**TOURISM DEVELOPMENT AUTHORITY'S (TDA) ANNUAL REPORT TO THE BOARD OF ALDERMEN**

The purpose of this agenda item was to update the Board on the activities of the TDA this past year and to gather input for the upcoming FY 2018-19 budget process.

Erin Jobe gave an update on the activities of the TDA. She discussed priorities for 2018, including an updated web page, advertising strategies, historic walking tours.

Mayor Lavelle requested that she be invited to the next TDA meeting where walking tours are discussed because she has taken a personal interest in these tours and can offer some assistance.

Alderman Gist requested that an item be scheduled to allow the Board to discuss the “truth plaque” concept that will detail the ugly truth of the racist history of Julian Carr, the Town’s namesake.

Alderman Slade requested for TDA funds be allocated to support the local living economy, specifically a campaign to promote locally owned businesses. He explained that allocating these tourism restricted funds to a campaign for supporting locally owned businesses should fit with tourism goals since, in part, unique businesses is what makes a town like Carrboro attractive to visitors.

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**CONSIDERATION OF A RECOMMENDATION TO ADOPT A PUBLIC ART POLICY**

The purpose of this item was for the Board to consider the Arts Committee recommendation to adopt a public art policy

Annette Lafferty provided the staff report. She explained that the Town Code gives the Arts Committee the directive to develop a policy for selection of public art. The Arts Committee developed the draft policy to guide the Town in encouragement, selection, and implementation in works of Public Art in or near Town buildings, parks, trails, and other publicly-owned land and facilities. The policy provides guiding principles, a short list of definitions, and a selection process.

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

**A RESOLUTION TO CONSIDER ADOPTING A PUBLIC ART POLICY**

WHEREAS Section 3-41.2(1) directs the Arts Committee to develop a policy for the selection of public art to be located in or/on public facilities;

NOW THEREFORE BE IT RESOLVED, the Carrboro Board of Aldermen directs the following;  
Section 1: The Board of Aldermen hereby adopts the Public Art Policy:

**Town of Carrboro, North Carolina**

**Public Art Policy**

**I. INTRODUCTION**

The Town of Carrboro’s Public Art Program enriches the town’s visual landscape and creates artist experiences for residents and visitors to enjoy. Public Art inspires a sense of community identity and animates civic interaction. In highlighting the Town’s natural assets and enhancing the unique character of Carrboro, Public Art also aids in the effort to foster tourism and economic development.

**II. PURPOSE OF THE PUBLIC ART POLICY**

The purpose of the Public Art Policy is to provide a framework for the Carrboro Arts Committee to encourage, select, and implement works of Public Art in or near municipal buildings, parks, trails, and other Town-owned land and facilities.

### **III. GUIDING PRINCIPLES**

Public Art promotes a creative living environment and lifestyle.  
Public Art underscores the importance of access to art experiences for everyone. Public Art creates more engaging, visually rich community spaces.  
Public Art enhances the Town of Carrboro's community identity and promotes civic pride.  
Public Art attracts tourists and other visitors who patronize local businesses.  
Public Art attracts commercial investment, which provides employment opportunities.  
Public Art recognizes local artists and highlights their importance as assets to the community.

### **IV. DEFINITIONS**

Public Art or Public Artworks: Original works in all artistic disciplines located in or outside municipal buildings or in Public Spaces that are visually and physically accessible to the general public.

Public Spaces: Areas owned or controlled by the Town of Carrboro and frequented by the general public.

### **V. SELECTION OF PUBLIC ART**

The Carrboro Arts Committee will be responsible for receiving proposals from artists and developing calls for art, assessing the artistic merit of Public Artworks, and organizing qualified juries to aid assessment, as necessary. The Arts Committee will consider the following additional qualities in its assessments: site suitability, durability, public safety and liability, budgetary impact, and comportment with other Town policies and initiatives.

Selection may include the identification of suitable Public Spaces for Public Art projects in cooperation with the Town of Carrboro.

Public Art selection may include open competition or direct purchase.

For each Public Art project, the Carrboro Arts Committee will submit a formal recommendation to the Town of Carrboro based on its assessment of Public Artworks. This recommendation will outline the assessment of the selected Public Artwork(s), including a summary of the discussion and reasoning behind the assessment. The outline will also assess the suitability of the chosen Public Space(s) for the Public Artwork(s).

### **VI. BEST PRACTICE GOALS AND GUIDELINES**

The Carrboro Arts Committee will utilize the Best Practice Goals and Guidelines outlined by the Americans for the Arts' **Public Art Network** when practical. The Public Art Network provides

guidelines for a selection process that is ethical, fair, and reasonable for all parties. Discussion items include Requests for Qualification (RFQ's), Requests for Proposals (RFP's), Jury Composition and Design Reviews, Intellectual Property (including recommendations for the reproduction of digital images), Conflicts of Interest, Contract Indemnification, Insurance Requirements, Payment Schedules, and Conservation and Maintenance of Artworks. These guidelines can be found at the following URL.

<https://www.americansforthearts.org/by-program/reports-and-data/legislation-policy/naappd/best-practice-goals-and-guidelines>

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Absent:** Alderman Haven-O'Donnell

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### **UPDATE ON FUNDING STATUS OF THE ORANGE COUNTY FOOD COUNCIL**

The purpose of this item was to follow-up on the Board's request for the staff to develop a funding process for Orange County Food Council and similar organizations that address systemic/institutional social changes.

Molly DeMarco gave the presentation on behalf of the Orange County Food Council. She provided an update and gave an informative narrative of how a food council works and discussed current members and membership stipulations including how members are selected. She expressed that what was being done is new and some of the details such as funding is still being worked out. Local Food Economy and Food Access Workgroup and how such groups use taxes to support their efforts.

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN SLADE TO AUTHORIZE THE TOWN TO ENTER INTO A FORMAL ARRANGEMENT WITH ORANGE COUNTY TO SUPPORT THE ORANGE COUNTY FOOD COUNCIL WITH THE EXPECTATION TO PUT SUCH AN AGREEMENT IN PLACE WITHIN THE NEXT FEW MONTHS; WITH THE TOWN'S PARTICIPATION CONTINGENT UPON SECURED FUNDING FROM ORANGE COUNTY, THE TOWN OF CHAPEL HILL, AND THE TOWN OF HILLSBOROUGH. VOTE: AFFIRMATIVE SIX, ABSENT ONE (HAVEN-O'DONNELL)**

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### **REVIEW AND ACCEPTANCE OF THE 2018 ANNUAL REPORT ON THE SCHOOLS ADEQUATE PUBLIC FACILITIES ORDINANCE (SAPFO) FROM THE TECHNICAL ADVISORY COMMITTEE**

The Orange County Board of County Commissioners referred the 2018 report for review. The Board of



Commissioners requested comments from partner local governments by April 23rd.

Trish McGuire provided the staff report.

**A motion was made by Alderman Gist, seconded by Alderman Seils to approve the resolution.**

**A RESOLUTION ACCEPTING THE SCHOOLS ADEQUATE PUBLIC FACILITIES  
TECHNICAL ADVISORY COMMITTEE (SAPFOTAC) 2018 REPORT**

**WHEREAS**, the Town has had a longstanding interest in the success and excellence of the Chapel Hill – Carrboro City Schools; and

**WHEREAS**, the Town has participated in the development and implementation of the schools adequate public facilities ordinance provisions since 2003; and

**WHEREAS**, the annual technical advisory committee report has been prepared and distributed for review.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Aldermen of the Town of Carrboro accepts the report.

**This 6<sup>th</sup> day of February 2018.**

**The motion is carried by the following vote:**

**Aye:** Mayor Lydia Lavelle, Alderman Sammy Slade, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Jacquelyn Gist, Alderman Damon Seils

**Absent:** Alderman Haven-O'Donnell

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**ADJOURNMENT**

**MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN CHANEY TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (HAVEN-O'DONNELL)**