



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

## Town of Carrboro

### Meeting Minutes Board of Aldermen

**Tuesday, November 12, 2019**

**7:00 PM**

**Board Chambers - Room 110**

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

**Absent:** Alderman Jacquelyn Gist

**Also Present:** David Andrews, Town Manager; Cathy Dorando, Town Clerk; Nick Herman, Town Attorney

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

Susan Spalt read a poem titled "Volare" from her *Italian Memoirs* collection.

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#### **A RESOLUTION RECOGNIZING THE DISPUTE SETTLEMENT CENTER**

**A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Foushee, that the following resolution be approved:**

##### **DISPUTE SETTLEMENT CENTER MONTH**

WHEREAS, the Dispute Settlement Center was established as a community mediation center in September, 1978 to provide mediation services for residents of Orange County, North Carolina; and,

WHEREAS, its stated mission is "to promote and bring about the peaceful settlement of disputes and to prevent the escalation of conflict through mediation, conciliation, facilitation, and training;" and,

WHEREAS, the Dispute Settlement Center was the first community mediation center in North Carolina, and assisted in the formation of others around the state; it now serves over 3000 people through mediation, training, facilitation, and restorative practices for youth services; and,

WHEREAS, the Dispute Settlement Center is a statewide leader in the provision of these services, and its influence is now recognized nationally; it has earned accolades such as the North Carolina Crime and Justice Award for Outstanding Criminal Justice Program, the Bridges Award from the Martin Luther King, Jr., Banquet Committee, the NC Bar Association's Dispute Resolution Section Peace Award, and the Governor's Award for Outstanding Volunteer Service; and,

WHEREAS, its influence has grown to reach an international audience; in 1996, it was the subject of a study by German academic, Christoph Besemer, in his book *Mediation in Practice*:

*Experiences from the USA*; members have travelled to Austria, Bulgaria and Germany to conduct training and offer presentations; youth from Germany, Hungary, the Czech Republic, Poland and Slovenia have received training at the Center; and,

WHEREAS, the Dispute Settlement Center is an essential partner for our courts, schools, and government units, and a resource for our residents; and,

WHEREAS, the Town of Carrboro joins the Dispute Settlement Center in celebrating its 40<sup>th</sup> year of operation.

NOW, THEREFORE, BE IT RESOLVED that, we, the Carrboro Board of Aldermen, do hereby proclaim November as “DISPUTE SETTLEMENT CENTER MONTH” in the Town of Carrboro, North Carolina. We encourage residents to learn about mediation, conflict management, facilitation, restorative justice and other ways of effectively and peacefully resolving disputes between people.

**This, the 12<sup>th</sup> day of November, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O’Donnell, Alderman Damon Seils, Alderman Sammy Slade**

**Absent: Alderman Jacquelyn Gist**

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#### **CHARGES ISSUED TO ADVISORY BOARD MEMBERS**

The Town Clerk issued charges to Laura Szpir, a recent appointee to the Appearance Commission; Lauren Joca, a recent appointee to the Stormwater Advisory Commission; and Conner Lopez, Daniell Kaufman-Sedano, Kendall Lytle, Maxwell Berner, Nadia Bishop, Nathaniel Bowers, Rafe Waheed, and Reid Barker, members of the 2019-20 Youth Advisory Board.

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

Bill Blau, a resident of 1130 Tallyho Trail, stated that he has heard that the Environmental Advisory Board (EAB) has made a proposal to focus on climate-specific tasks and he asked that the Board give priority to this request. He urged the Board to take action because the emergency is here and requires serious attention.

Alderman Slade thanked the speaker for his comments. He stated that the EAB is frustrated with having to handle development review and climate action and has requested that a separate advisory board for climate action be created.

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN SEILS, FOR STAFF TO COME BACK WITH A CHARGE FOR A NEW CLIMATE ACTION COMMITTEE AND FOR THE BOARD OF ALDERMEN TO SET IT UP.**

Alderman Foushee asked for Alderman Slade to clarify the request. In response, Alderman Slade stated that there are people on the EAB that would like to work on a new, standalone advisory committee that addresses municipal and climate change.

Alderman Haven-O’Donnell stated that this has been discussed several times and that on both occasions, the Town Manager has been very clear on why it makes sense to continue as is with the EAB. She asked the Town Manager if anything has changed that would make it more viable.

David Andrews, Town Manager, stated that from staff’s perspective, it has always come down to the availability of human resources. He explained that there is only one environmental planner

position and there's a lot that goes into staffing a board. If another board is created, there is a concern that the one staff person would not be able to handle getting projects accomplished due to their administrative staffing requirements of two advisory boards.

Trish McGuire, the Town's Planning Director, stated that she agrees with the comments provided by the Town Manager. She also stated that the Town's Climate Action goals have been scoped as work for the EAB and that they have managed to achieve some of those goals and make significant progress. She stated that she can share some of the work with Mr. Blau so that he can review the goals and actions. She stated that a standard advisory committee does not seem to be the best fit for this because many people are needed. She stated that staff has been working on seeding the community grassroots efforts and that hopefully those will begin to take root in the coming months. The EAB would be a great liaison for these goals but would not have to take on all of the work because one committee can't do all of the work to implement the plan, it will take all of them. She stated that the structure of advisory board work does not allow for bringing as many people to the table as staff thinks is needed to implement the plan.

Mayor Lavelle asked to hear back from staff on the plans they have in mind at a future meeting.

Alderman Slade stated that he has talked to a lot of people during campaigning and that there is frustration regarding climate change. He stated that if staffing is needed, it should be added. He stated that there should be a separate committee so they can address the climate action goals. He stated that there is a resolution that the EAB has drafted and that the Board of Aldermen should review it.

Mayor Lavelle stated that the discussion by the Board of Aldermen should consider adding staff if staff is saying that is what is needed.

Alderman Haven-O'Donnell asked Alderman Slade to continue advocacy work on the Orange County Climate Action Committee to bring Orange County tax dollars back to Carrboro to pay for the cost of an additional staff person.

Alderman Chaney stated that she is concerned about staffing and that will need to be addressed during the next budget cycle. She stated that she does not object for staff to come back to the Board with a charge and what the committee may look like. She suggested that the committee not be involved in development review. She also suggested streamlining the EAB's review of developments and projects as a possible solution to the "EAB does not have time to do development review and climate action goals work" problem. **She stated that she would support Alderman Slade's motion if these were added as friendly amendments. Alderman Slade agreed with the amendments.**

Alderman Seils stated that he agrees with Alderman Chaney. He asked to see the EAB's resolution to the Board of Aldermen.

Trish McGuire stated that the resolution is being finalized by the EAB and that staff is planning on bringing it to the Board in January.

Alderman Slade stated that he wanted to underscore the time issue with this task and that he is frustrated with how long it is taking when this is an emergency.

Alderman Seils stated that he agrees with having staff draft a charge for the committee. He asked why this could not be a subcommittee of the EAB. Alderman Slade stated that they have talked about it and they do not feel that they have enough capacity to handle that on top of the EAB requirements.

Alderman Slade restated his motion with clarification from Alderman Chaney:

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN SEILS, FOR STAFF TO COME BACK TO THE BOARD WITH A CHARGE, INCLUDING MAKE-UP OF A BOARD FOR IMPLEMENTING OUR CLIMATE ACTION PLAN AND THAT THE CHARGE NOT INCLUDE PARTICIPATING IN DEVELOPMENT REVIEW AND THAT IN TANDEM WITH CREATING A CHARGE, STAFF AND THE ENVIRONMENTAL ADVISORY BOARD REVIEW OPTIONS TO STREAMLINE**

**THEIR DEVELOPMENT REVIEW PROCESSES. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST)**

Alderman Slade questioned the response time. Trish McGuire stated that the review with the EAB would take longer than January but that the other directives could be responded to in January.

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**APPROVAL OF MINUTES FROM SEPTEMBER 17, OCTOBER 15 AND 22, 2019**

Alderman Haven-O'Donnell stated that she would like to discuss the Board's process of making edits to the draft minutes at a future meeting. She asked that the minutes of September 17 be tabled until that discussion.

Alderman Slade asked that the minutes for October 22, 2019 be tabled until a future meeting.

**MOTION WAS MADE BY ALDERMAN HAVEN-O'DONNELL, SECONDED BY ALDERMAN CHANEY, TO APPROVE THE MINUTES OF OCTOBER 15, 2019. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST)**

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**APPOINTMENTS TO THE RECREATION AND PARKS COMMISSION**

The purpose of this agenda item was for the Board of Aldermen to make appointments to the Recreation and Parks Commission.

**A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Foushee, that the following resolution be approved:**

**A RESOLUTION MAKING APPOINTMENTS TO THE RECREATION AND PARKS COMMISSION**

THE BOARD OF ALDERMEN HEREBY APPOINTS THE FOLLOWING APPLICANTS TO THE RECREATION AND PARKS COMMISSION:

<b>Appointee</b>	<b>Term Expiration</b>
Margaret Funkhouser	2/2023
Deborah Filer	2/2023

This resolution shall become effective upon adoption.

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

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**ECONOMIC DEVELOPMENT REPORT FOR THE MONTH OF NOVEMBER**

The purpose of this item agenda item was to update the Board on economic development activity within the Town.

Alderman Foushee asked if we are waiting for GARE certification to be implemented before starting more community conversations around social justice and equity (point #4) in the report.

Annette Stone, the Town's Community and Economic Development Director, stated that GARE is the beginning step and that staff is following the direction of the Board and will make sure the plans are consistent across the board.

Alderman Foushee asked about point #5, the Latino Credit Union and relationships with other financial institutions, and asked if staff is thinking about any additional financial institutions associated with people of color.

Annette Stone responded that the Latino Credit Union is the only one currently.

Alderman Foushee stated that she would like to see how the Minority and Women-Owned Business are broken out into detail in future reports. She asked if the conversation has started with the businesses and entrepreneurs of color to better understand their needs and find ways to help them thrive.

Annette Stone stated that the Arts Committee and Economic Sustainability Commission are having joint meetings and are starting to work toward that goal.

Mayor Lavelle stated that some of the history of the banking conversation began years ago when the Town encouraged finding a local bank. She stated she would like to have a conversation with 300 West Main regarding the addition of a second hotel on the property because their second CUP extension is coming up for consideration. She stated that prior to that project, the Board had approved a CUP for The Butler project on the same site. She stated that she would like to know if the owner of the property wasn't interested in building a second hotel, maybe they could consider The Butler as a new option.

Annette Stone stated that the hotel group will most likely request that the CUP for the hotel be extended because of the amount of financial resources they have placed into that project.

David Andrews, the Town Manager, stated that the Board is not obligated to renew the CUP for the hotel and could offer a different use during a conversation.

Alderman Chaney stated that there is a new valuation for Shelton Station and asked for an update on the conversation that staff had with the Orange County Tax Assessor.

Annette Stone stated that the tax assessor explained that values are calculated and assigned at pre-development and post-development phases. She explained that the Shelton Station example had a value of pre-completion in 2019 and will have an increased and full value at the end of 2020, as it is fully developed.

Alderman Slade stated that when the CUP for the hotel is brought back, the Board should consider the way that the hotel faces Libba Cotton Greenway to encourage pedestrian and bike use.

**MOTION WAS MADE BY ALDERMAN FOUSHEE, SECONDED BY ALDERMAN CHANEY, TO ACCEPT THE REPORT. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST)**

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### **STORMWATER UTILITY MONTHLY REPORT**

The purpose of this report was to provide the monthly update regarding Stormwater Utility projects and initiatives.

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN SEILS, TO ACCEPT THE REPORT. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST)**

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**REQUEST TO SET A PUBLIC HEARING FOR MODIFICATIONS TO THE  
STORMWATER RATE STRUCTURE**

The purpose of this agenda item was to set a public hearing for January 21, 2020 to consider modification to the stormwater rate structure.

**A motion was made by Alderman Slade, seconded by Alderman Seils, that the following resolution be approved:**

**A RESOLUTION REGARDING REVIEW OF THE STORMWATER  
UTILITY RATE STRUCTURE**

WHEREAS, the Town of Carrboro modified the Town Code in June, 2017 to create a Stormwater Utility and Stormwater Enterprise Fund; and

WHEREAS, the Town adopted a stormwater rate structure in June, 2018; and

WHEREAS, the Board received a report with options for expanded delivery of stormwater services in September, 2019; and

WHEREAS, staff have prepared a recommendation for modifications to the rate structure to support expanded and accelerated services.

NOW, THEREFORE, The Board of Aldermen of the Town of Carrboro hereby directs staff to:  
a. schedule a Public Hearing on the amendment of the rate structure on January 28<sup>th</sup>, 2020; and  
b. refer the recommended changes to the Stormwater Advisory and Economic Sustainability Commissions

The resolution is effective upon adoption.

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

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**CONTRACT AMENDMENT FOR CEI SERVICES FOR THE HOMESTEAD ROAD-  
CHAPEL HILL HIGH SCHOOL MULTI-USE PATH**

The purpose of this agenda item was to request authorization from the Board of Aldermen to amend the contract with Summit Design and Engineering Services for additional CEI services to complete the project.

**A motion was made by Alderman Slade, seconded by Alderman Seils, that the following resolution be approved:**

**A RESOLUTION AUTHORIZING AN AMENDMENT TO THE  
CONTRACT WITH SUMMIT DESIGN AND ENGINEERING SERVICES  
FOR ENGINEERING SERVICES FOR THE HOMESTEAD ROAD  
CHAPEL HILL HIGH SCHOOL MULTI-USE PATH**

WHEREAS, the Town entered into a contract with Summit Design and Engineering Services on May 2, 2016, to provide Construction Engineering and Inspection services (CEI) for the Homestead Road Chapel Hill High School Multi-use Path; and,

WHEREAS, on June 20, 2018, the Board of Aldermen authorized the Town Manager to amend the contract with Summit Engineering for additional work; and,

WHEREAS, the costs associated with the CEI services are expected to exceed the amount in the amended contract.

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

1. The Town Manager is authorized to amend the contract with Summit Design and Engineering Services for additional CEI services for the Homestead Road Chapel Hill High School Multi-use Path.
2. The amount of the existing contract shall be increased by \$14,272.00 from \$188,631.00 to a total amount not to exceed \$202,902.00.
3. The end date of the contract with Summit Design and Engineering Services is extended through the date of close out of the Project.
4. This resolution is effective immediately

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

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**AUTHORIZATION FOR STAFF TO BRING BACK A CONSENT AGENDA ITEM  
PERTAINING TO THE YOUTH ADVISORY BOARD**

The purpose of this agenda item was to amend the Youth Advisory Board language to make the membership language less confusing and more practical.

**A motion was made by Alderman Slade, seconded by Alderman Seils, that the following resolution be approved:**

**RESOLUTION AUTHORIZING STAFF TO PREPARE AN ORDINANCE  
AMENDING THE TOWN CODE SECTION 3-24.13 PERTAINING TO THE  
YOUTH ADVISORY BOARD**

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

Section 1. Staff is hereby permitted to prepare a consent agenda item for November 19<sup>th</sup> that will have an ordinance amending the Town Code as depicted in Attachment B and described in the agenda item.

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

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## **TOWN CODE AMENDMENT ESTABLISHING A SPEED LIMIT ON LAUGHING BIRD LANE**

The purpose of this agenda item was to provide the Board with an update on the outreach conducted to residents on Laughing Bird Lane, a summary of their feedback, and a proposed town code amendment establishing a speed limit.

Alderman Foushee thanked staff for sending the small mailing and said that folks seemed to be responsive to it.

Alderman Slade asked for staff to consider making the speed limit for all gravel streets 15MPH. He asked that this be brought back to the Board at a future date.

**A motion was made by Alderman Foushee, seconded by Alderman Slade, that the following ordinance be approved:**

AN ORDINANCE AMENDING THE TOWN CODE TO ADD A FIFTEEN  
MILE PER HOUR SPEED LIMIT ON LAUGHING BIRD LANE  
Ordinance No. 7/2019-20

THE CARRBORO BOARD OF ALDERMEN ORDAINS:

Section 1 Article III, of Chapter 6, Section 6-15, Subsection (b)(2) of the Carrboro Town Code (established speed limit of Fifteen (15) miles per hour) is amended to include the following:

Laughing Bird Lane

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN CHANEY FOR STAFF TO BRING BACK AN ITEM TO MAKE SPEED LIMITS 15MPH ON ALL DEAD END, GRAVEL ROADS. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST)**

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## **DISPOSAL OF SURPLUS PROPERTY AND PUBLIC AUCTION NOVEMBER 16, 2019**

The purpose of this agenda item was to seek authorization for disposal of surplus property owned by the Town.

**A motion was made by Alderman Slade, seconded by Alderman Seils, that the following resolution be approved:**

RESOLUTION FOR DISPOSAL OF TOWN SURPLUS PROPERTY

WHEREAS, the Town Manager pursuant to N.C.G.S. 160A-266 (c) is authorized to dispose of any surplus personal property owned by the Town of Carrboro whenever he determines, in his discretion, that the property is no longer necessary for the conduct of public business; and, the item or group of items has a fair market value of less than thirty thousand dollars (\$30,000.00); and,



WHEREAS, the Town now has accumulated a number of vehicles and equipment that have been replaced by the acquisition of new vehicles and equipment; and,

WHEREAS, other personal property owned by the Town is no longer useable due to the wear and tear or obsolescence, such as Recreation and Parks athletic equipment, Police digital cameras, etc.; and,

WHEREAS, the Town Manager has determined that certain vehicles, equipment and other personal property no longer necessary for the conduct of Town business.

NOW THEREFORE, the Board of Aldermen of the Town of Carrboro hereby resolves that:

1. The Town Manager is authorized to dispose of the surplus property listed in the attached Exhibit 1, and any other surplus property as the Town Manager may deem appropriate.
2. Town Manager is authorized to dispose of surplus property at a public auction to be conducted by Rogers Auctioneer, Inc. at the Public Works facility and grounds on November 16, 2019 beginning at 10:00 AM and ending at 5:00 PM.
3. The public auction shall be conducted by Rogers Auctioneer, Inc. or other licensed auctioneer retained on contract by the Town Manager.
4. The terms of the public auction sale shall be as follows:
  - a. to the highest bidder;
  - b. items specifying a minimum bid price shall be to the highest bidder equaling or exceeding the established minimum;
  - c. all sales shall be designated final on the day of the auction; and
  - d. all items shall be sold on an “as is” and “where is” basis and the Town makes no guarantee of merchantability or any other implied or express warranty and assumes no responsibility for any of the items.
5. Any items remaining after the public auction may, at the Town Manager’s discretion, be offered for sale online at [www.govdeals.com](http://www.govdeals.com) or other online bidding site(s); or the Town Manager may retain the property, obtain any reasonably available salvage value, or cause it to be disposed of as waste material.
6. Advertisement of all public and online auctions are to be posted to the Town of Carrboro website prior to the date(s) of the auction.
7. This resolution is effective immediately and shall remain in effect through the fiscal year ending June 30, 2020.

**This, the 12<sup>th</sup> day of November, 2019.**

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

**Aye: Mayor Lydia Lavelle, Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O’Donnell, Alderman Damon Seils, Alderman Sammy Slade**

**Absent: Alderman Jacquelyn Gist**

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**A PUBLIC HEARING REGARDING FEEDBACK ON MAKING THE NAME OF THE GOVERNING BOARD GENDER NEUTRAL**

The purpose of this item was to hold a public hearing regarding making the name of the governing board of the Town of Carrboro gender neutral.

Alderman Seils stated that he had a Twitter poll and that about 75% prefer Council and 25% prefer Commissioners.

Alderman Haven-O'Donnell stated that she is not opposed to asking the legislature to change it to Alders but there are bigger issues to focus time and energy on.

Alderman Slade stated that he has no issue with any of the available options but that he is fine with Council. He also suggested that they could discuss a local law for Alders but there are more issues to focus on.

Alderman Chaney stated that Town Council is fine and asking the General Assembly may be too much.

Alderman Seils stated that he agrees and Council makes it familiar. He stated that his appetite for going to the General Assembly for anything is low and he would rather avoid that route.

A person from the audience asked what an individual member would be called if they changed the Board to Council. All board members responded that it would be Council Member.

Mayor Lavelle closed the public hearing.

Mayor Lavelle asked staff to prepare a draft resolution for next week for the board to be renamed the Town Council and for the name change to become effective on December 3<sup>rd</sup> at the organizational meeting.

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN HAVEN-O'DONNELL, FOR STAFF TO BRING BACK A RESOLUTION CHANGING THE NAME OF THE GOVERNING BODY TO TOWN COUNCIL ON THE CONSENT AGENDA AT THE NEXT MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST)**

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#### **APPROVAL OF THE DESIGN FOR STAGE 2 TRAFFIC CALMING ON COBBLESTONE DRIVE**

The purpose of this agenda item was to present a recommended design of Stage 2 traffic calming for Cobblestone Drive and for the Board of Aldermen to approve a design.

Zachary Hallock, the Town's Transportation Planner, provided the staff report.

Alderman Foushee asked about the chicanes that were used in the pilot phase and how long they were out. She stated that they were not well received. Zachary Hallock stated that there were many lessons learned from the first deployment and that staff will communicate internally and externally with residents much better in the future. Alderman Foushee stated that the Transportation Advisory Board made comments that while the devices may have not been received well in this case, they could be successful in the future. She also asked if it is possible to create a temporary structure that will mimic the permanent installation well enough to get a read on if the design is successful. Zachary Hallock explained that the rubber devices are designed with the temporary measure in mind but could easily be converted to a permanent installation if they are successful.

Mayor Lavelle questioned the difference between a speed bump/hump and the visual differences between the rubber and asphalt options. Zachary Hallock explained that the town uses humps and not bumps and that both the humps and tables have 3-4" of vertical.

There was a discussion amongst Alderman Slade, Alderman Chaney, and Mayor Lavelle about possibly allowing cuts in the humps to allow bikes to go through. Zachary Hallock stated that this is something that could be discussed. Mayor Lavelle suggested that it could just be to the hump on the hill.

Alderman Seils clarified that this is the recommendation to move forward with this design and this will complete the stage 2 traffic calming and achieve the safety goals that staff are looking to

achieve and reduce speed on the roads, which was the primary concern we heard coming into tonight. Zachary Hallock confirmed.

Debbie Vandeford, a resident of 129 Cobblestone Drive, stated that she does not have an opinion about bumps or humps but agrees that the tables are less of a jarring device for the cars. She prefers three over four devices of the table design. She stated that she prefers a temporary design so they could review data and it could be removed if it is not working.

Alderman Seils stated to the speaker that it sounds like from staff's presentation that one of the benefits to the rubber devices is that they can be temporary if necessary. The speaker then moved away from the mic and her comments are inaudible.

Alderman Chaney asked how effective the rubber ones have been on Oak Street.

Zachary Hallock stated that he will need to have time to review that data.

Alderman Chaney stated that the data would put to rest the questions about their effectiveness.

Mayor Lavelle stated that they have four asphalt humps in her neighborhood and in her opinion it has gone fairly smoothly and they seem to have slowed things down.

Alderman Haven-O'Donnell stated that Oak Street traffic calming was mentioned and it is wider than the sampler on Cobblestone Drive. She stated that she does not know much about the rubber ones but the ones on Oak Street would be the kind we could install and collect data from. She stated that she is fairly comfortable with that because the folks on Oak Street are comfortable. She suggested that staff could survey Blueridge, Tallyho, Oak Streets and see how they feel. She stated that she does agree that three would be more sensible than four.

Alderman Seils stated that he feels comfortable moving forward and Zachary Hallock has done a good job explaining this. He stated that they can make a change if needed.

Geoffrey Saunos, 210 Cobblestone Drive, asked if Stage 2 measures are necessary. He asked why stage 1 devices, that are less invasive, have not been considered. He stated that this is a process that many feel has been rammed down their throats. He asked why this is moving straight to stage 2 calming measures.

Brook Rogerson, 132 Cobblestone Drive, stated that the stage 1 measure, the radar sign, was deployed and then thrown into the woods. She stated that she prefers stage 2 measures because safety is the reason for the deployment. She explained that her son was almost hit by a car while riding his bike and that until that moment, she did not understand the need for the speed humps. She stated that the road is being used by other neighborhoods as a cut-through.

Alderman Chaney stated that the traffic calming process is elongated and that the unintended consequences are some people arrive at the conversation late. She stated the process, while well intentioned, makes people unhappy. She stated there has been controversy in the neighborhood about this. She stated that this is true with all other requests for traffic calming. She stated that there are people that have always lived on the street that experience it in one way and then there are newer families and those collide. There are folks that live in different parts and they don't experience traffic the same way. She stated that the Board cannot resolve those conflicts. She stated they are dealing with public roads and have to deal with the safety aspect. They cannot afford to make a mistake when it comes to safety and she would err on the side of installing a more aggressive treatment than try to satisfy those that do not want it. She stated that traffic calming has always led to stage 2 measures and she actually is unsure why they have stage 1 as an option.

Alderman Slade stated that one of the functions of the measures is to provide a process so residents can warm up to the devices in an area. He stated that this process was sped up because of the Board's experience with Tallyho Trail. He asked that maybe there is a process that can strike a balance between not dragging the process out and a sudden deployment.

**A motion was made by Alderman Seils, seconded by Alderman Chaney, that the following resolution be approved:**

A RESOLUTION APPROVING DESIGN OF STAGE 2 TRAFFIC CALMING ON  
COBBLESTONE DRIVE

WHEREAS, on March 19<sup>th</sup> the Board of Aldermen directed staff to implement Stage 2 traffic calming measures on Cobblestone Drive prior to the beginning on the new school year; and,

WHEREAS, staff have worked to incorporate feedback from residents and comments from the Transportation Advisory Board into the design of traffic calming; and,

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board approves the proposed stage 2 traffic calming design for Cobblestone Drive.

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

**A motion was made by Alderman Seils, seconded by Alderman Chaney, that the following ordinance be approved:**

AN ORDINANCE AMENDING THE TOWN CODE TO CREATE A FOUR-WAY  
STOP ON COBBLESTONE DRIVE AT ROCKGARDEN ROAD  
Ordinance No. 8/2019-20

THE CARRBORO BOARD OF ALDERMEN ORDAINS:

Section 1 Article IV, of Chapter 6, Section 6-4, subsection a of the Carrboro Town Code (Stop Signs Required at certain intersections) is amended to remove the following:

Rockgarden Road Cobblestone Drive

Section 1 Article IV, of Chapter 6, Section 6-4, subsection b of the Carrboro Town Code (Stop Signs Required at certain intersections, 4-way stop) is amended to include the following:

Rockgarden Road Cobblestone Drive

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

**This, the 12<sup>th</sup> day of November, 2019.**

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

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

**Absent: Alderman Jacquelyn Gist**

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**DISCUSSION OF POSSIBLE POSTPONEMENT OF CLOSED SESSION MATTERS**

Mayor Lavelle and the Town Manager discussed that the closed session item scheduled for this meeting will be postponed until the following week.

Alderman Seils stated that he is fine postponing the closed session even though he will not be here. He stated that he would like some information in advance so that he can provide the Town

Manager with feedback.

Mayor Lavelle stated that the item could wait until January.

The Town Manager stated that he and the Chapel Hill Town Manager met and they want to know what the Board is interested in doing as it relates to paying for a consultant.

Mayor Lavelle stated that the discussion does not have to be postponed from tonight.

Alderman Chaney asked if the closed session could go on since a board member is absent tonight and another will be next week.

The Town Manager stated that nothing has changed since the last closed session and it will not take long to brief the Board tonight.

Alderman Seils stated that he would prefer to go into closed session tonight to hear from the Town Manager.

The Town Manager reminded the Board that it is their role to decide if changes are made to a printed agenda and that customarily, those decisions are not made via email but rather by those present at the meeting by a vote.

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#### **A DISCUSSION OF HOW TO INCREASE DIVERSITY ON ADVISORY BOARDS BY REVIEWING THE ADVISORY BOARD APPLICATION**

The purpose of this item was to allow the Board an opportunity to discuss how to increase diversity on advisory boards by reviewing the application.

Alderman Foushee stated that diversity on advisory boards is something she has been having conversations about in the community. She asked for the Board to provide input on the applications and any suggestions that they have. She stated that she wants to keep the demographic questions required on the application.

Alderman Haven-O'Donnell stated that work schedules and needs are not reflected. She suggested changing the question regarding experience to just "relevant experience." She stated that there should be some questions that determine what a volunteer may need in regards to support such as childcare/work needs. She suggested that folks not knowing anyone on a board as an obstacle and asked for everyone to examine solutions around that.

Alderman Seils stated the application could always be tweaked but that he does not see that as the biggest issue. He thinks it is more about process and getting applicants. He stated that the Partnership to End Homelessness is being reexamined to think about ways to possibly pay members for their participation or to provide childcare during those meetings. He stated that good training and support is important for advisory board members. He stated that there is a lot of good work going on within the community and it can inform the work of the Board of Aldermen on this topic. He stated that one way of engaging people is when people put in the work, be serious about taking it seriously and supporting the work. He stated that the onus also falls on the board members to make the opportunities better known and to help staff by providing contacts and best ways to reach people.

Mayor Lavelle suggested interest meetings, announcements during events/farmers market, and for board members to spread the word.

Alderman Chaney asked if there is any way to review how many people start the application and then stop. She stated that would provide data on the application itself. She said the application is trying to get at diversity but that the issue is recruitment of applicants. She stated that there should be sustained relationship building within the community to help identify leadership development and attracting leaders of color. She said recruitment is somewhat on the board and staff could help develop an outreach plan to identify recruitment routes for everyone. She stated that she would like to see that outreach plan. She stated that advisory boards are largely white

and that will be just be continued. She stated that when the Board asks advisory boards for input to recognize when the conversation is being dominated by a certain person and may not be open to diverse opinions. She stated that participation in GARE will be helpful. She stated that the Board has not practiced using the grid to promote diversity on boards and asked that they be included on all possible appointment agenda items. She stated that the Board has filled seats rather than leave them vacant and recruit more diverse applicants.

Alderman Foushee stated that we know what voices are not at the table and that those are the voices we should be in search of because advisory board recommendations come to the Board of Aldermen and help shape the community. She stated that climate change impacts all of us and that if a committee is made, diversity should be the foundation.

Alderman Slade stated that Hannah Gill has engaged with Chapel Hill to increase their diversity on all aspects of government and that it should be reviewed by the Board for possible application in Carrboro. He agreed that a stipend, childcare, and timing of meetings should be considered. Chapel Hill is having a government education effort in a different language and suggested the use of translation equipment.

Cathy Dorando, Town Clerk, stated that diversity of advisory boards is a priority of hers. She stated that the community survey provides important data for the Board to consider when discusses recruitment. She said that 60% of residents report that they do not have time to be on an advisory board. She stated that a question is how do we increase participation of the 40% of those that report they have the time while acknowledging we have a high number of advisory boards. She stated that through GARE, the town will examine all policies and procedures. She stated that legally, the demographic data cannot be required but it can be invited and explained in a way that expresses why the Board is looking for the information and why it is important to the Board. She also suggested creating a voting liaison position for community groups of people of color. That would open the door and increase representation. She stated that she had met with Hannah Gill in the past and they discussed how just one diverse voice on an advisory board will naturally increase additional diversity on the board because of community connections and natural recruitment.

Alderman Seils stated that he likes the idea of an outreach plan around building networks. He stated that the board members should be used as ambassadors.

Alderman Foushee stated that it is important to remember why people may not engage, especially those that have been historically outside of the process.

Alderman Haven-O'Donnell stated that the advisory board work is really hard and for the board to think about their elevator speech on how to encourage people to apply.

The Board asked for the Clerk to change the experience question and to add a descriptor above the request for demographic information.

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### **PRESENTATION OF THE 2019 TOWN OF CARRBORO PAVEMENT CONDITION SURVEY AND SIDEWALK AND CURB RAMP CONDITION SURVEY**

The purpose of this item was for the Board receive the Town of Carrboro's 2019 Pavement Condition Survey and Sidewalk and Curb Ramp Condition Survey report.

Robert Wilson with Labella Associates, P.C. presented the report from the consultant. They recommended that Carrboro continue to dedicate its maintenance funding towards preventative maintenance practices and structural repair. This practice will reduce the maintenance cost per mile in future years. He stated this is a fifteen year paving cycle but that there are very few communities that do this. He stated that needs right now are 1.4 miles per year to fix but he recommends 3.4 miles per year.

Joe Guckavan, the Public Works Director, stated that the Town spends about \$350,000/year on fixes and that this may fluctuate based on available funding. This assessment was based on community owned roads and not state owned roads. He stated that there are around \$36,000 in

replacement costs for sidewalks at this time. He explained that additional curb replacements may be needed for ADA compliance.

Alderman Haven-O'Donnell asked if there is a trend that can be correlated to climate change. Robert Wilson stated that he does not have data on that but that he has heard that the rainfall is increasing and it is hard to say what the correlation will be on asphalt conditions. She stated that a plan, such as the one suggested, would make it more routine rather than hit or miss as money is available.

Alderman Slade stated with climate change in mind, asphalt is petroleum and that it needs to remain in the ground. He asked what they think the roads will be made of in the future. Robert Wilson stated that the change will take decades and it could be composite materials but he is unsure. He stated that asphalt includes a lot of recycled asphalt when it is installed but no more than 50%.

No action was taken from the Board on receiving the report.

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### **PRESENTATION OF PUBLIC WORK'S FACILITIES CONDITION ASSESSMENT AND CONSIDERATION OF A TOWN FACILITIES REHABILITATION FUND**

The purpose of this item was for the Board receive the Town of Carrboro's 2019 Pavement Condition Survey and Sidewalk and Curb Ramp Condition Survey report.

Joe Guckavan, the Town's Public Works Director, provided the report. He stated that the expenditures have been recommended in the current and following fiscal year to prevent degradation of the Town's assets. The resolution provided asks the Board to approve the Facilities Rehabilitation Fund and transfer \$1,000,000 from the unassigned fund balance to the general fund Facilities Rehabilitation Fund.

**MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN FOUSHEE, TO EXCUSE MAYOR LAVELLE FROM THE REMAINDER OF THE MEETING. VOTE: AFFIRMATIVE SIX, ABSENT ONE (GIST).**

Alderman Foushee asked for clarification in the plan's language that said the Town would "incorporate and give high priority to" energy efficient and environmentally responsible components. She stated that there is a lot of concern about reducing the carbon footprint.

Joe Guckavan responded that staff shares the same goal of reducing carbon footprint while recognizing that the older buildings may not allow us to get to the same reduction as if it were a brand new building. He stated that Alderman Slade has shared some new technologies and that staff will be reviewing those and consider them at every level of this process. He explained that the roof on Town Hall had recently been replaced to levels that exceed the suggested insulation to allow for as much reduction of energy waste as possible in a building that is almost 100 years old. He stated that the chiller at the Century Center needs to be replaced and they will bring in engineers to review the system design with the newest technologies available and this will be as efficient as possible. He stated that the Town will do everything possible to meet energy efficiency goals.

Alderman Slade thanked staff for their efforts. He stated that he hopes that these efforts will simultaneously address the climate action goals. He stated that there are standards that allow staff to achieve net neutral positives in building rehabilitation and he hopes that staff will review those and include the specifics into the plan. He gave the example of the chiller replacement and stated that he wants it to be "right-sized" to the system as a whole – to what the building will be demanding at the end. He stated he is reluctant to invest up front in this process and wants to make sure that when replacements are being done they are considering the entire building as a system and being sized appropriately. He stated that could be something that is outside of staff's capacity and would need to be contracted out. He stated that the buildings represent 1/3 of the possible greenhouse gas reductions in the plan and that the buildings are very important. He favored supporting allocation of the funds but postponing the energy efficiencies until the overall systems have been examined. He suggested that staff come back to the Board with the efficiency

items pulled out and that the Town pursue a comprehensive energy assessment for achieving the climate action goals and that allocation of funds be given to the issues that are currently utmost priority due to safety or are really urgent for the structural integrity of the building.

Alderman Haven-O'Donnell asked whether over time, because there are 100 year old buildings, at what point do you look at the building and it no longer makes sense to individually component the upgrades in regards to overall efficiencies. She stated when you factor that in, there's a ten-year life, and the building will not reach a certain level of efficiency.

Joe Guckavan explained the cost of gutting and renovating a building compared to building a new one. He said that typically, it makes sense to renovate. If the Town is trying to meet net-zero guidelines, he does not know if it is possible, so then they have to look into cost and building a new building. He stated that you also have to honor the historical aspect of the structures and that this bigger conversation would require a consultant and allow the Board to determine the financial breaking point of decision making.

Alderman Haven-O'Donnell said that she appreciates the Town Hall building but is unsure if it is meeting the needs as well as it could, at the energy reduction goals of the Board. She stated that the new 203 Greensboro building will encourage the movement of offices.

David Andrews, the Town Manager, explained the approach from a cash-flow standpoint. He stated that the 203 South Greensboro/Library project is going to be roughly \$10 million dollars and the Town will put down half of that and finance the other half. He stated that process will take about two years to go through design and construction. He stated that the roof was replaced at Town Hall because it leaked from top to bottom and caused significant interior damage because of the deferred maintenance. He stated that investing \$1 million dollars will allow the Town to do the repairs and maintenance to stabilize the facilities to get through the next 3-5 years and then after the 203 project is finished, the Town can further explore how to get into major renovations on other facilities. He stated that this effort is to keep things from getting worse. He stated that the projects identified would not be a loss of money once major renovations begin. He stated that the conditions are not getting any better and the only improvements that have been made in the last two years are the roof and the basement at Town Hall and things will get worse if maintenance continues to be put-off.

Alderman Chaney stated that this plan presents the low-hanging fruit and will be for staff quality of life and preserve the Town's assets. She stated if she recalls the Capital Budget correctly, that the Town is in no place to begin the whole systems review that Alderman Slade suggested.

David Andrews stated that as an estimate, he would guess that it could cost around \$5 million dollars to renovate just the Town Hall building and achieve the energy efficiency goals. He stated that the same type of renovation also needs to occur at all of the Town's buildings and that could cost around \$30 million and the Town does not have the funds available to do this right now. He stated that the goal is to stagger the projects out over a ten year period.

Alderman Chaney stated that she appreciates the report. She stated that she is stunned at the volume and expense to maintain the people's assets. She said that costs are only rising and that she is comfortable moving forward with the \$1 million fund. She stated that she feels comfortable with staff's willingness to meet the energy efficiency goals. She said that she wants to move forward and let staff do the work. She stated that the big, heavy hitting stuff will occur; but for now, let's reduce the footprint by doing the things that we know will have an impact.

Alderman Slade stated that he appreciates the comments and that we are not able to spread these out over time because of the climate emergency. He stated that he could agree to the \$1 million but asked that the climate efficiencies that have been identified be postponed until the end of the three year window and that in the interim, the Town contract out to get an energy efficient systems assessment.

Alderman Chaney stated that she does not see the benefit in postponing upgrades that could be made now.

Alderman Slade stated that the chiller for instance, needs to be right sized. So if it is bought upfront, without an assessment on what the ultimate demand of the building will be, it will be a



waste of money, time, and energy. He stated the same thing needs to occur with windows because we may think we are getting the most efficient window but that it comprehensively may not be when measured for the whole system. He stated that by waiting to do these installs, it will allow time to do the comprehensive facilities assessment.

**A motion was made by Alderman Chaney, seconded by Alderman Foushee, that the following ordinance be approved:**

**BUDGET ORDINANCE AMENDMENT ESTABLISHING A FACILITIES REHABILITATION FUND**

WHEREAS, the Board of Aldermen adopted the FY 2019-20 Annual Budget Ordinance No. 22/2019-20 for the Town of Carrboro on June 18, 2019; and,

WHEREAS, the Town’s Management Team has identified facilities that are in need of immediate repair and/or rehabilitation; and,

WHEREAS, the immediate repair and rehabilitation needs are related to maintenance backlog, safety and security, compliance with ADA and other rules, and functionality and estimated to cost \$1.0 million. On a facility by facility basis, the anticipated cost would be:

CC - Recreation & Parks	\$ 221,500.00
CC - Police	\$ 39,000.00
Fire Stations	\$ 116,000.00
Town Hall	\$ 429,000.00
Public Works	\$ 90,500.00
Profession Services	\$ 104,000.00
Total Estimate	<b>\$ 1,000,000.00</b>

WHEREAS, the Board of Aldermen for the Town of Carrboro has adopted a Fund Balance Policy; and,

WHEREAS, the adopted Fund Balance Policy provides that when the unassigned fund balance exceeds 35% the Town Manager may assign some or all of the amount above 35% for transfer to the Capital Projects Fund for future projects; and,

WHEREAS, the Town’s annual audit at June 30, 2018 confirmed that the fund balance exceeds 35%, and

WHEREAS, the Town Manager has assigned an amount of fund balance above 35% for future capital project purposes; and

WHEREAS, the adopted Fund Balance Policy requires formal action by the Board of Aldermen to commit the use of fund balance for projects or purposes in any current year or future year’s budget; and,

WHEREAS, it is no longer prudent nor cost effective to continue postponing needed repairs and rehabilitation projects.

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

Section 1: The Town shall establish and maintain a Facilities Rehabilitation Fund for the purpose of repairing and rehabilitating existing Town facilities. Revenue sources for this fund may include grants, donations, interest payments or other revenues that may become available.

Section 2: Appropriations from the Facilities Rehabilitation Fund shall be used to repair or renovate existing Town facilities that cost less than \$150,000. This fund may not be used for new construction.

Section 3: Up to \$1,000,000 is appropriated from unassigned fund balance in the General Fund for transfer to the Reserved Funds category in the Facilities Rehabilitation Fund.

Section 4: The Town Manager may transfer all or a portion of the funds in Section 3 above to repair and/or rehabilitation projects. For projects that are “job ready” for repair or rehabilitation, the Town Manager may move up to \$150,000 from the Reserve Category to a specific project.

Section 5. The Town Manager shall provide a quarterly report to the Board of Aldermen on the use of the Facilities Rehabilitation Fund.

Section 6: Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director.

Section 7: This Fund shall be effective immediately upon passage by the Board

**This, the 12<sup>th</sup> day of November, 2019.**

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

**Aye: Alderman Bethany Chaney, Alderman Barbara Foushee, Alderman Randee Haven-O'Donnell, Alderman Damon Seils**

**Noes: Alderman Sammy Slade**

**Absent: Alderman Jacquelyn Gist**

**Excused: Mayor Lydia Lavelle**

Alderman Seils stated that the presentation identifies specific needs but the resolution is broader. He asked how the funds will be spent.

Joe Guckavan stated that the chiller is an example that staff can work on in a more comprehensive way once funding is allocated. He said that \$100,000 has been identified for professional services that will allow staff to have services, like Alderman Slade has suggested, performed. He stated that staff recognizes the need to bring in consultants to review for energy efficiencies. He stated that the money is not being wasted through this plan.

Alderman Haven-O'Donnell asked if this plan includes addressing the mold issues at Fire Station 1 because that is a health hazard.

Joe Guckavan stated that a dehumidifier has been placed to help with the issue in the locker room area and that the overall design of the system will be reviewed but that he could not speak to the specifics of the plan at this time. He stated that some issues may not be able to be addressed until there is a comprehensive renovation.

Alderman Slade stated he wanted to wait on items with climate impact.

Alderman Chaney stated that she is good with proposal.

**MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN CHANEY, FOR STAFF TO COME BACK WITH AN UNDERSTANDING OF WHAT, WITHIN THE LIST THAT HAS BEEN IDENTIFIED, ARE THE ENERGY EFFICIENT COMPONENTS THAT COULD BE POSTPONED AND THAT WE ALSO PURSUE A SYSTEM WIDE ASSESSMENT ON HOW TO ACHIEVE OUR CLIMATE ACTION GOALS WITH OUR FACILITIES. VOTE: AFFIRMATIVE FIVE, ABSENT ONE (GIST), EXCUSED ONE (LAVELLE)**

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**CLOSED SESSION PURSUANT TO NCGS 143-318.11(A)(5)**

**MOTION WAS MADE BY ALDERMAN CHANEY, SECONDED BY ALDERMAN**

**FOUSHEE, TO ENTER INTO CLOSED SESSION TO ESTABLISH, OR TO INSTRUCT THE PUBLIC BODY'S STAFF OR NEGOTIATING AGENTS CONCERNING THE POSITION TO BE TAKEN BY OR ON BEHALF OF THE PUBLIC BODY IN NEGOTIATING (I) THE PRICE AND OTHER MATERIAL TERMS OF A CONTRACT OR PROPOSED CONTRACT FOR THE ACQUISITION OF REAL PROPERTY BY PURCHASE, OPTION, EXCHANGE, OR LEASE. ADJOURNMENT. VOTE: AFFIRMATIVE FIVE, ABSENT ONE (GIST), EXCUSED ONE (LAVELLE)**

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**ADJOURNMENT**

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

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**Town Clerk**

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**Mayor**