



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

**Town of Carrboro
Meeting Minutes
Town Council**

October 18, 2022

7:00 PM

Council Chambers - Room 110

This meeting was broadcasted live on cable television and the internet.

Present: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell, Council Member Eliazar Posada, Council Member Sammy Slade

Also Present: Richard White, Town Manager; Wesley Barker, Town Clerk; Nick Herman, Town Attorney

POETRY READING

Fred Joiner, the Town's Poet Laureate, read "Rise" by Cynthia M. Gary.

RESOLUTION: OPERATION GREEN LIGHT FOR VETERANS

A motion was made by Council Member Foushee, seconded by Council Member Posada that the following resolution be approved:

A RESOLUTION SUPPORTING OPERATION GREEN LIGHT FOR VETERANS

WHEREAS, the people of Carrboro respect, admire, and appreciate the individuals who selflessly have served the United States of America in the Armed Forces by placing themselves in challenging or perilous situations; and

WHEREAS, the contributions and sacrifices of those individuals who served in the Armed Forces have been vital in maintaining the freedoms and ways of life that we enjoy in our local communities; and

WHEREAS, Operation Green Light is a nationwide initiative to support veterans and raise awareness about the challenges many veterans face in accessing benefits and services;

WHEREAS, approximately 70 percent of veterans experiencing homelessness also experience substance use disorders, and 50 percent live with mental illnesses such as posttraumatic stress disorder; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually, and an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44 to 72 percent of service members experience high levels of stress during transition from military to civilian life, and active service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, veterans continue to serve our communities in the American Legion, Veterans of Foreign Wars, religious groups, community organizations, and civil service, and as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability, and compensation benefits each year; and

WHEREAS, the Town of Carrboro seeks to join other communities through Operation Green Light for Veterans to shine a light on the plight of veterans across the country who are having a hard time connecting with benefits after serving their country; and

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council declares the period from November 7 through Veterans Day, November 11, 2022, to be a time to honor the service and sacrifice of individuals in uniform transitioning from active service;

BE IT FURTHER RESOLVED that, in observance of Operation Green Light, the Town of Carrboro shall display green lights on Carrboro Town Hall, and the Town Council encourages residents to participate by displaying a green light in a window of their place of business or residence from November 7 through November 11.

This the 18th day of October 2022.

The motion carried by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell, and Council Member Eliazar Posada

Nays: Council Member Sammy Slade

88 **PUBLIC COMMENT**

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90 **Sherry Smith** spoke on vandalism issues at Westwood Cemetery.

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92 **Rev. Robert Campbell** spoke on the lack of available plots and recreation issues at Westwood
93 Cemetery.

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95 **Clementine Self** spoke on the lack of available plots and erosion issues at Westwood Cemetery.

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97 Mayor Seils noted that issues at Westwood Cemetery have been identified by staff and Council
98 as items that need to be addressed.

99
100 **Bob Proctor** spoke to the Council on the shortage of plots in Westwood Cemetery and showed a
101 presentation of various notes of interest.

102
103 **Quay Trimble** spoke on a WRAL article published about Westwood Cemetery as well as the
104 importance of green space for Carrboro residents.

105
106 **Julian Sereno** spoke on opening the Lloyd Farm swimming pool to residents as well as traffic
107 calming on Barred Owl Street.

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109 *****

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111 **APPROVAL OF MINUTES FROM THE APRIL 5, 2022 MEETING**

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113 **MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL**
114 **MEMBER FOUSHEE TO APPROVE THE MINUTES OF THE APRIL 5, 2022**
115 **MEETING.**

116
117 **VOTE: AFFIRMATIVE ALL.**

118
119 *****

120
121 **REQUEST TO AUTHORIZE THE TOWN MANAGER TO EXECUTE A**
122 **MEMORANDUM OF AGREEMENT TO ACCEPT TRANSPORTATION DEMAND**
123 **MANAGEMENT GRANT FUNDS FOR FY23**

124
125 The purpose of this agenda item was for the Town Council to consider authorizing the Town
126 Manager to enter into a Memorandum of Agreement for the FY23 TDM Grant Program.

127
128 Council Member Slade inquired about the joint activities involving Carrboro and Chapel Hill.

129
130 **A motion was made by Council Member Slade, seconded by Council Member Haven-**
131 **O'Donnell that the following resolution be approved:**

134 **REGIONAL TRANSPORTATION DEMAND MANAGEMENT GRANT**
135 **PROJECT RESOLUTION**
136
137

138 **WHEREAS**, the North Carolina Department of Transportation, Capital Area MPO, and Durham-
139 Chapel Hill-Carrboro MPO have provided funding to the Triangle J Council of Governments to
140 support Triangle Choices, Transportation Demand Management activities in the region; and

141 **WHEREAS**, the Town of Carrboro has partnered with the Town of Chapel Hill since 2010
142 on Transportation Demand Management program promotions; and

143 **WHEREAS**, Carrboro has developed a set of Transportation Demand Management activities
144 as a subrecipient of the Town of Chapel Hill's FY23 Transportation Demand Management
145 grant application; and

146 **WHEREAS**, Carrboro will receive up to \$7,500 or 50% reimbursement of expenses up to
147 \$15,000 for Transportation Demand Management activities (such as Open Streets, a portion of
148 the Transportation Planner's salary, and outreach materials).

149 **NOW, THEREFORE, BE IT RESOLVED** by the Carrboro Town Council that:

150 The Council authorizes continued participation in regional Transportation Demand
151 Management funding in FY23, with the Town of Chapel Hill, and authorizes the Town
152 Manager to execute the Memorandum of Agreement.

153 The Transportation Demand Management funding shall be used for Open Streets, Bike
154 Month, a portion of the Transportation Planner's salary, and outreach materials.

155 Within five (5) days after this resolution is adopted, the Town Clerk shall file a copy of
156 this resolution with the Town Manager and Finance Director.

157 This resolution shall be effective upon adoption by the Carrboro Town Council.

158 This the 18th day of October 2022.
159

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

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162 **Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara**
163 **Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell,**
164 **Council Member Eliazar Posada and Council Member Sammy Slade**
165

166 *****
167

168 **APPROVAL OF CONTRACTS FOR EXECUTIVE SEARCH FIRM SERVICES AND**
169 **SPECIAL INSPECTIONS FOR 203 PROJECT**
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The purpose of this agenda item was to request that the Town Council approve contracts for executive search firm services and a special inspections contractor for 203 Project.

A motion was made by Council Member Foushee, seconded by Council Member Haven-O'Donnell to approve the following resolution:

**RESOLUTION TO AWARD A CONTRACT
TO ESP ASSOCIATES FOR SPECIAL INSPECTION SERVICES**

WHEREAS, the Town staff recommends entering into a contract with ESP Associates for special inspection services for the 203 South Greensboro Street Project; and,

WHEREAS, funding for this contract is appropriated in the FY23 budget.

NOW THEREFORE, BE IT RESOLVED by the Town Council of the Town of Carrboro, North Carolina as follows:

Section 1. The contract for special inspection services for the 203 Project, a capital improvement project, is awarded to ESP Associates.

Section 2. The amount of this contract shall not exceed \$328,182.00.

Section 3. The Town Manager may execute a contract with ESP Associates and may execute change orders for the contract up to the amount of any contingency.

Section 4. The resolution shall become effective upon adoption.

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

This the 18th day of October 2022.

The motion carried unanimously by the following vote:

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell, Council Member Eliazar Posada, and Council Member Sammy Slade.

A motion was made by Council Member Slade, seconded by Council Member Foushee to approve the following resolution:

203 **RESOLUTION TO AWARD A CONTRACT**
204 **TO BAKER TILLY FOR EXECUTIVE SEARCH SERVICES**

205 **WHEREAS**, the Town staff recommends entering into a contract with Baker Tilly, an executive
206 search firm, for recruitment of a Fire Chief, Public Works Director, Recreation, Parks, &
207 Cultural Resources Director, Housing & Community Services Director, and an Assistant Town
208 Manager; and,

209 **WHEREAS**, funding for this contract is appropriated in the FY23 budget.

210 **NOW THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Carrboro,
211 North Carolina, that:

212 Section 1. The contract for the executive search firm is awarded to Baker Tilly.

213 Section 2. The amount of this contract shall not exceed \$113,970.00.

214 Section 3. The Town Manager may execute a contract with Baker Tilly and may execute change
215 orders for the contract up to the amount of any contingency.

216 Section 4. The resolution shall become effective upon adoption.

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

219 This the 18th day of October 2022.

220
221 **The motion carried unanimously by the following vote:**

222 **Ayes:** Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee,
223 Council Member Randee Haven-O'Donnell, Council Member Danny Nowell, Council Member
224 Eliazar Posada, and Council Member Sammy Slade.

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226 *****
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228 **A PUBLIC HEARING FOR CONSIDERATION OF A MINOR MODIFICATION TO**
229 **THE PERRY PLACE SPECIAL USE PERMIT-A PROJECT AT 800 AND 802 MERRITT**
230 **MILL ROAD**
231

232 The purpose of this agenda item was for Town Council to hold a public hearing for consideration
233 of a Minor Modification to the Special Use Permit-A for Perry Place at 800 and 802 Merritt Mill
234 Road. The modification would allow NCDOT to complete right of way improvements within the
235 Merritt Mill Road corridor.
236

**MOTION WAS MADE BY COUNCIL MEMBER NOWELL, SECONDED BY
COUNCIL MEMBER HAVEN-O'DONNELL TO CONTINUE THE PUBLIC HEARING
UNTIL NOVEMBER 15, 2022.**

VOTE: AFFIRMATIVE ALL

**UPDATE ON IMPLEMENTATION OF THE TOWN OF CARRBORO UPDATED BIKE
PLAN**

The purpose of this agenda item was to provide the Town Council with a status report on
implementation of the Town's Updated Bike Plan with a focus on the five priority projects.

Tina Moon, Planning Administrator, gave an update on the Carrboro Bike Plan and answered
Council's questions.

REQUEST TO ADOPT 2022 CARRBORO BRAND GUIDELINES

The purpose of this agenda item was to request that the Town Council consider adopting the
2022 Carrboro Brand Guidelines.

Cat Lazorko, Communication and Engagement Director, gave a presentation on the proposed
Carrboro Brand Guidelines update.

Lane Wurster with the Splinter Group gave a presentation and answered questions from Council.

**MOTION WAS MADE BY COUNCIL MEMBER HAVEN-O'DONNELL, SECONDED
BY COUNCIL MEMBER POSADA TO DIRECT STAFF TO DO THE FOLLOWING**

- Continue to explore different options around the tagline and its meaning.
- Explore translating the tagline into other languages.
- Create more options for event specific versions of the logo.

VOTE: AFFIRMATIVE ALL

A PRESENTATION REGARDING THE ORANGE COUNTY FOOD COUNCIL

The purpose of this agenda item was to receive a presentation and a draft Memorandum of
Understanding to govern the Orange County Food Council.

Ashley Heger with the Orange County Food Council gave a short presentation.

MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL MEMBER POSADA TO DIRECT STAFF TO DO THE FOLLOWING

- **Recommend that the MOU include a clause stating that Orange County serves as the administrative and fiscal agent for the Food Council**
- **An annual report be required to be provided to all jurisdictions**
- **A line-item budget be submitted to the Town with the annual report**
- **Add the word “collaboration”**

VOTE: AFFIRMATIVE ALL

MATTERS BY COUNCIL MEMBERS

The Community Home Trust will create a separate, liaison committee with the local governments. CHT has asked that the Council select someone to represent Carrboro Town Council on this committee. Council Member Foushee will serve as the Carrboro representative with Council Member Romaine acting as her substitute as needed. The Council was in consensus.

ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER POSADA, SECONDED BY COUNCIL MEMBER NOWELL TO ADJOURN THE MEETING.

VOTE: AFFIRMATIVE ALL

Town Clerk

Mayor

