A regular meeting of the Carrboro Board of Aldermen was held on Tuesday, January 6, 1998 at 7:30 p.m. in the Town Hall Board Room.

Present and presiding:

Mayor Pro Tem

Hank Anderson

Aldermen

Hilliard Caldwell Jacquelyn Gist Diana McDuffee

Allen Spalt Alex Zaffron

Town Manager

Robert W. Morgan Sarah C. Williamson

Town Clerk
Town Attorney

Michael B. Brough

Absent:

Mayor

Michael Nelson

APPROVAL OF MINUTES

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY HILLIARD CALDWELL TO APPROVE THE DECEMBER 16, 1997 MINUTES, WITH A CORRECTION TO PAGE 6 REFERENCE REVIEW OF AFFORDABLE HOUSING OPTIONS: THE BOARD DIRECTED THE TOWN ATTORNEY TO DRAFT A MEMO THAT: (1) OUTLINES THE PROS AND CONS OF BOTH OPTIONS PROPOSED BY MAYOR NELSON AND ALDERMAN ZAFFRN, INCLUDING THE POSSIBILITY OF FLEXIBILITY IN LOT SIZES; (2) ANALYZES HOW TO COMBINE THE TWO PROPOSED OPTIONS; AND (3) GIVES CONSIDERATION TO DEVELOPMENT PERCENTAGES. AFFIRMATIVE ALL

REQUEST TO CANCEL JANUARY 27TH BOARD MEETING

The administration requested that the Board consider canceling its regular meeting scheduled for January 27th as that meeting follows the 1998 Planning Retreat scheduled for January 25th and 26th.

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY HILLIARD CALDWELL TO CANCEL THE JANUARY 27, 1998 MEETING OF THE BOARD OF ALDERMEN. VOTE: AFFIRMATIVE ALL

APPOINTMENT TO PLANNING BOARD

The Chair of the Planning Board recommended that Elizabeth Boisson be appointed to the vacant in-town seat on the Planning Board.

It was the consensus of the Board to delay taking action on this appointment until Ms. Boisson is contacted to determine whether she would prefer to serve on the Arts Committee or the Planning Board.

DISPOSAL OF CHRISTMAS TREES

Alderman Gist requested to know how Christmas trees are being collected.

Chris Peterson stated that residents could put trees at the curbside or go to the Public Works Department to pig up a permit to take their trees to the landfill.

PUBLIC HEARING/COMMUNITY NEEDS ASSESSMENT FOR FISCAL 1998-99

This public hearing was designed to solicit citizen comment on town operations for consideration in the town's development of the Fiscal Year 1998-99 operating budget and capital improvements plan.

Brother Peacemaker, speaking on behalf of the Carrboro Art Group, requested additional funding. Brother Peacemaker stated that the town currently contributes \$500 to the Carrboro Art Group, and stated that they were requesting a \$2,000 appropriation.

Ellen Perry asked for additional shared ride drivers on Sunday.

Alderman Zaffron requested that the town staff contact Chapel Hill Transit to obtain information on the cost of adding one or two drivers per shift for shared ride on Sundays including a history of complaints in meeting service requests.

David Collins cautioned the Board to save money for upcoming expenses--new fire station in the Northern Transition Area, additional police officers, improvements to the Church property, etc.

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY ALEX ZAFFRON TO CLOSE THE PUBLIC HEARING AS NO ONE ELSE WISHED TO SPEAK. VOTE: AFFIRMATIVE ALL

Mr. Morgan stated that the town had received a written request asking that the town provide additional recreational programs for persons with disabilities, i.e., plays, sports, crafts workshops, and asking that the town locate space for citizens to use as offices or to do volunteer work.

GRANT APPLICATION/FUNDING FOR ELECTRIC VEHICLES

The purpose of this item was to consider an application for grant funds from the Department of Environment and Natural Resources, Division of Air Quality to convert two (2) vehicles from gasoline fuel to electric power.

Mary Mandell pointed out changes in wording in the grant proposal and answered the Board's questions concerning.

The following resolution was introduced by Alderman Hilliard Caldwell and duly seconded by Alderman Allen Spalt.

A RESOLUTION AUTHORIZING THE TOWN OF CARRBORO
TO SUBMIT AN APPLICATION FOR FUNDING FROM THE NORTH CAROLINA DEPARTMENT OF
ENVIRONMENT AND NATURAL RESOURCES, DIVISION OF AIR QUALITY TO ACQUIRE AND
CONVERT TWO (2) TOWN VEHICLES TO ELECTRIC POWER
Resolution No. 18/97-98

WHEREAS, the Town of Carrboro understands the need to improve air quality and reduce air pollution from cars and other motor vehicles; and

WHEREAS, the Town of Carrboro seeks to raise public consciousness of the value of alternative fueled vehicles.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO RESOLVES:

Section 1. The Board of Aldermen hereby directs Town staff to submit a grant application to the North Carolina Department of Environment and Natural Resources, Division of Air Quality for funding to convert two (2) town vehicles to electric power.

Section 2. This resolution shall become effective upon adoption.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 2nd day of December, 1997:

Ayes: Hank Anderson, Hilliard Caldwell, Diana McDuffee, Jacquelyn Gist, Allen Spalt, Alex Zaffron

Noes: None

Absent or Excused: Michael Nelson

RESERVATION OF TOWN COMMONS FOR AN ARTS AND CRAFTS MARKET

The purpose of this item was to consider a request from Monnda L. Welch, President of Grass Roots Arts, Inc. to operate an Arts and Crafts Market on the Town Commons the first Sunday of each month from 1 PM to 5 PM.

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Mr. Morgan stated that the administration recommended the Mayor and Board of Aldermen authorize the reservation of the Town Commons by Grass Roots Arts, Inc. on the first Sunday of each month during 1998 under the following terms:

- that the market carry sufficient liability insurance and list the Town as an additional insured,
- that a market manager be provided instead of paying for a facility supervisor,
- that the maintenance fee be set at \$50 per use during 1998,
- that either party can withdraw from this arrangement with 30 days notice,
- that no activity of this market will conflict with the use of the Town Commons for a Town sponsored event,
- that the Town will take reasonable steps to make as much parking as possible available in Town Common lots unless needed to provide Town services or programs,
- that this reservation does not obligate the Town to a renewal of the reservation for future years, and
- that the Arts and Crafts Market agrees to all other terms for using the Town Commons as specified in Town Policy or ordinance.

In addition, it is necessary to amend Section 14-20 of the Town Code (Commercial Activity Restricted on Town Property) to allow the Arts and Crafts Market to operate.

Doris Murrell, Chair of the Recreation and Parks Commission, stated that the Recreation and Parks Commission recommended approval of the request by the Arts and Crafts Market as stipulated and recommendations of the Town Manager, excepting the concern that it be clear the statement "That no activity of the market will conflict with the use of the Town Commons for a town-sponsored event" be all inclusive and non-negotiable for present and future programs of a recreational nature or other town needs. Given the primary recreation focus of the Town Commons, it is the recommendation of the Commission that no more continuous reservations be granted in the future.

Monnda Welch, with the Grass Roots Arts, Inc., stated her support for working with the town on conflicts, but expressed concern that advanced notice is given of conflicts.

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY ALEX ZAFFRON TO AUTHORIZE THE RESERVATION OF THE TOWN COMMONS BY GRASS ROOTS ARTS, INC. ON THE FIRST SUNDAY OF THE MONTHS OF APRIL THROUGH DECEMBER, 1998 FROM 1:00 P.M. UNTIL 5:00 P.M. UNDER THE FOLLOWING TERMS:

- that the market carry sufficient liability insurance and list the Town as an additional insured;
- that a market manager be provided instead of paying for a facility supervisor;
- that the maintenance fee be set at \$50 per use during 1998;
- that either party can withdraw from this arrangement with 30 days notice;
- that no activity of this market will conflict with the use of the Town Commons for a Town sponsored event;
- that the Town will give the market 6-month's notice of any conflicts in scheduling;
- that the Town will take reasonable steps to make as much parking as possible available in Town Common lots unless needed to provide Town services or programs;
- that this reservation does not obligate the Town to a renewal of the reservation for future years; and
- that the Arts and Crafts Market agrees to all other terms for using the Town Commons as specified in Town Policy or ordinance.

THAT THE TOWN STAFF REVIEW THE TOWN'S POLICY ON USE OF THE TOWN COMMONS IN LIGHT OF THE RECREATION AND PARKS COMMISSION'S RECOMMENDATION THAT NO MORE CONTINUOUS RESERVATIONS FOR THE TOWN COMMONS BE GRANTED IN THE FUTURE. VOTE: AFFIRMATIVE ALL

ALEX ZAFFRON AND SECONDED BY ALLEN SPALT THAT THE ORDINANCE ENTITLED, "AN ORDINANCE AMENDING SECTION 14-20(b) OF THE CARRBORO TOWN CODE," BE ADOPTED. VOTE: AFFIRMATIVE ALL

MUNICIPAL TIP PROCESS FOR FISCAL YEAR 1998-99

The purpose of this item was for the Board to review the execution of a modified transportation improvement program (TIP) process.

Kenneth Withrow, the town's Transportation Planner, stated that the Transportation Advisory Board was proposing the following process for the Transportation Improvement Program:

> Town staff provides a draft transportation improvement program proposal for the TAB;

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- > The TAB forwards the draft TIP to the Board of Aldermen;
- > The Board of Aldermen requests the town staff to publish the TIP for a 30-day comment period, after which time public comments will be compiled for the TAB's review. The draft TIP would be published once in The Chapel Hill News and would be available at the Carrboro Town Hall.
- > The Board of Aldermen would set a date for a public hearing, which would be at least two weeks following the end of the 30-day comment period.
- > After receiving public comments and before the public hearing, the TAB would review the comments along with the draft TIP and make a formal recommendation to the Board of Aldermen.
- > The Board of Aldermen holds the public hearing, and may adopt the TIP following the public hearing.
- > The adopted TIP will be forwarded to the urban area's Technical Coordinating Committee and compiled with TIP's from other local governments as a part of stage two of the regional process.

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY DIANA MCDUFFEE TO APPROVE THE REVISED TIP PROCESS AS PROPOSED BY THE TAB, WITH THE FOLLOWING CHANGE: THAT STEP THREE BE AMENDED TO READ AS FOLLOWS:

> The Board of Aldermen reviews and discusses the draft TIP and requests the town staff to publish the TIP for a 30-day comment period, after which time public comments will be compiled for the TAB's review. The draft TIP would be published once in The Chapel Hill News and would be available at the Carrboro Town Hall.

AFFIRMATIVE ALL

STAFF/BOARD ANNUAL REPORT WORKSESSION

Mr. Morgan requested that the staff/Board annual report worksession be rescheduled from Thursday, January 8th to Monday, January 12th. Mr. Morgan stated that the Budget Review Committee will be invited to sit in on this worksession.

It was the consensus of the Board to reschedule the worksession to Monday, January 12th.

POLICE SUBSTATIONS

Mr. Morgan stated that if the town locates a police sub-station in the Habitat of Humanity duplex on Flowler Street, it would be necessary for the town to install a second water meter, sewer service and water heater. Based upon this, the Police Department is attempting to locate a recreation trailer to place in Baldwin Park for use as a temporary police sub-station. In addition, the town is attempting to locate a police sub-station in the area of Carrburrito.

Alderman Gist requested a status report on this matter on January 13th.

Alderman Caldwell requested that the town staff investigate the possibility of obtaining services from the military to provide a presence in the Lloyd/Broad Street Neighborhood.

Alderman Anderson asked that the Town Manager contact the Chapel Hill Manager requesting the Lloyd/Broad Street Neighborhood be allowed to use the Hargraves Center.

Alderman McDuffee asked for a status report on the Midway parking Lot.

Mr. Morgan stated that the town will have to put together the application and the town staff is preparing a time line for this project.

MOTION WAS MADE BY DIANA MCDUFFEE AND SECONDED BY JACQUELYN GIST THAT THE BOARD ADJOURN TO CLOSED SESSION AT 9:15 P.M. TO DISCUSS A PERSONNEL MATTER. VOTE: AFFIRMATIVE

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MERIT INCREASE FOR TOWN CLERK

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY ALEX ZAFFRON THAT THE TOWN CLERK BE GRANTED A 2% MERIT INCREASE, TO BECOME EFFECTIVE ON JANUARY 5, 1998. VOTE: AFFIRMATIVE ALL

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY JACQUELYN GIST TO ADJOURN AT 9:27 P.M. VOTE: AFFIRMATIVE ALL

Mayor Pro Tem

Savak C. Williamin Town Clerk