A work session of the Carrboro Board of Aldermen was held on Tuesday, November 11, 2008 at 7:30 p.m. in the Town Hall Board Room.

Present and presiding:	
Mayor	Mark Chilton
Aldermen	Dan Coleman
	Jacquelyn Gist
	John Herrera
	Randee Haven-O'Donnell
	Lydia Lavelle
Town Manager	Steven E. Stewart
Town Attorney	Michael B. Brough
Town Clerk	Sarah C. Williamson
Absent:	
Alderman	Joal Hall Broun

MOMENT OF SILENCE

Mayor Chilton called for a moment of silence in remembrance of Veteran's Day.

RESOLUTION SUPPORTING CIVIL MARRIAGE FOR SAME-SEX COUPLES

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY RANDEE HAVEN-O'DONNELL TO REQUEST THE TOWN STAFF TO PREPARE A RESOLUTION SUPPORTING CIVIL MARRIAGE FOR SAME-SEX COUPLES. VOTE: AFFIRMATIVE SIX, ABSENT ONE (BROUN)

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

MOTION WAS MADE BY JOHN HERRERA AND SECONDED BY LYDIA LAVELLE TO APPROVE THE OCTOER 21 AND 28, 2008 MINUTES. VOTE: AFFIRMATIVE SIX, ABSENT ONE (BROUN)

<u>REQUEST TO SET A PUBLIC HEARING FOR COLLETON CROSSING ARCHITECTURALLY</u> <u>INTEGRATED SUBDIVISION</u>

MBI Development, LLC, as represented by Phil Post and Associates, has submitted an application for the construction of a 39 dwelling unit subdivision located at 8400 & 8420 Reynard Road. The Conditional Use Permit, if approved, would allow the creation of 39 single-family (6 affordable) lots with associated infrastructure, including publicly dedicated streets. Prior to reaching a decision on a request for a CUP, the Board must hold a public hearing to receive input. The applicants requested that the Board set the public hearing date for the conditional use permit request for November 25, 2008.

Alderman Coleman pointed out that the Board had received a request from Charlie Buckner asking that the Board not set the public hearing for November 25th because of it being the week of Thanksgiving.

Tim Smith with Phil Post and Associates stated that they would prefer to ope n the public hearing on November 25^{th} with a continuation to January 27, 2009.

The following resolution was introduced by Alderman Dan Coleman and duly seconded by Alderman John Herrera.

A RESOLUTION SETTING A PUBLIC HEARING ON THE PROPOSED COLLETON CROSSING ARCHITECTURALLY INTEGRATED SUBDIVISION Resolution No. 41/2008-09

WHEREAS, the Carrboro Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed projects; and

WHEREAS, an application has been received for a Conditional Use Permit authorizing an Architecturally Integrated Subdivision on the properties located at 8400 & 8420 Reynard Road.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen call a public hearing on November 25, 2008 with a continuation of the public hearing on January 27, 2009 to discuss the proposed Colleton Crossing AIS project.

The foregoing resolution having been submitted to a vote received the following vote and was duly adopted this 11th day of November 2008:

Ayes: Mark Chilton, Dan Coleman, Jacquelyn Gist, Randee Haven-O'Donnell, John Herrera, Lydia Lavelle

Noes: None

Absent or Excused: Joal Hall Broun

PRESENTATION OF CAPITAL IMPROVEMENTS PLAN

The purpose of this item is to provide the Board of Aldermen with the opportunity to review and adopt the FY2009-10 Capital Improvements Plan with any pertinent suggestions. The recommended CIP document is a plan that is updated annually and enables staff and the Board to meet the most critical community needs over the next six years while protecting the Town's positive fiscal position.

Steve Stewart, the Town Manager, presented the Capital Improvements Plan.

George Seiz, the town's Public Works Director, gave an update on the sidewalk projects.

Ade na Messinger, the town's Transportation Planner, gave an update on the STP-DA funded projects.

Alderman Gist asked for information on essential versus nonessential infrastructure and clarification of the revenue stream for those items in the next capital improvements plan.

Alderman Coleman asked for options for continuing the sidewalk and greenways program at various dollar levels.

Mr. Stewart stated that he would like to bring back an update on the sidewalk projects after the Board's winter break.

Alderman Lavelle suggested that project costs be inflated so that they are more realistic.

The following resolution was introduced by Alderman Randee Haven-O'Donnell and duly seconded by Alderman John Herrera.

A RESOLUTION ADOPTING THE RECOMMENDED CAPITAL IMPROVEMENTS PROGRAM FOR FISCAL YEAR 2009-2010 - FISCAL YEAR 2014-2015 Resolution No. 42/2008-09

WHEREAS, the Town of Carrboro recognizes that a Capital Improvements Plan enables staff and the Board to plan for a vibrant community; and

WHEREAS, the Capital Improvements Plan is a six-year planning tool designed to help the Town plan for the repair, replacement, and acquisition of capital items; to assist in financial planning; to ensure better coordination and evaluation of projects; to provide necessary lead time for project planning, permitting, design; and to maintain or improve the Town's credit rating and fiscal health; and

WHEREAS, the Recommended FY2009-10 Capital Improvements Program updates last year's comprehensive revision of the Town's capital needs; and

WHEREAS, this plan is updated annually for Board review; and

WHEREAS, adjustments for anticipated projects can also be made each year during the annual revision of the Town's budget; and

WHEREAS, this flexibility in the planning and implementation of capital needs makes Carrboro's Capital Improvements Plan responsive to the changing needs of its diverse community.

THEREFORE BE IT RESOLVED that the Town of Carrboro Board of Aldermen has received the *Recommended Capital Improvements Program – Fiscal Year 2009-2010 through Fiscal Year 2014-2015* and adopts this capital program.

The foregoing resolution having been submitted to a vote received the following vote and was duly adopted this 11th day of November 2008:

Ayes: Mark Chilton, Dan Coleman, Jacquelyn Gist, Randee Haven-O'Donnell, John Herrera, Lydia Lavelle

Noes: None

Absent or Excused: Joal Hall Broun

FOLLOW UP ON ADVISOR Y BOARD APPOINTMENT AND TRAINING PROCESSES

The purpose of this agenda item was to present responses to ideas proposed by the Board of Aldermen on 4/22/008 during a discussion of advisory board appointment and training processes.

The following resolution was introduced by Alderman Dan Coleman and duly seconded by Alderman RandeeHaven-O'Donnell.Carrboro Board of AldermenPage 3November 11, 2008

A RESOLUTION OUTLINING FURTHER ADVISORY BOARD TRAINING AND PROCEDURES FOR THE FUTURE Resolution No. 23/2008-09

WHEREAS the Board of Aldermen appreciate the wise counsel they receive from their advisory boards; and

WHEREAS the Board wishes these advisory boards to function as openly and efficiently and as wisely as pos sible; and

WHEREAS the Board has discussed various means for achieving such function.

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

- 1. Staff should proceed with the creation of an advisory board training video.
- 2. Staff shall provide at least a monthly update on advisory board vacancies (staff's proposal is that this would be contained in a Board-Manager Memo).
- 3. The Advisory Board Appointment Guidelines be amended to state that advisory board appointees appointed to unexpired terms of 6 or fewer months will be simultaneously appointed to the following 3 year term.
- 4. Staff shall create materials for chair training.
- 5. Staff shall prepare a common set of bylaws for use by all advisory board to include procedural rules and email use.
- 6. That the Guidelines for Selecting Advisory Board Members be amended to state that advisory board chairs shall complete the Summary of Applications form only—not the Applicants Recommended for Appointment form.
- 7. That advisory board minutes include the advisory board name, the date and time of the meeting, the location of the meeting and members in attendance, in addition to the items on the agenda, a synopsis of discussion points, actions taken and next steps.
- 8. Advisory board members may serve as chair for only two years.
- 9. That Board of Aldermen liaisons for the Parks and Recreation Commission and Human Services Commission shall be non-voting members.

The foregoing resolution having been submitted to a vote received the following vote and was duly adopted this 11th day of November 2008:

Ayes: Mark Chilton, Dan Coleman, Jacquelyn Gist, Randee Haven-O'Donnell, John Herrera

Noes: Lydia Lavelle

Absent or Excused: Joal Hall Broun

MOTION WAS MADE BY DAN COLEMAN AND SECONDED BY RANDEE HAVEN-O'DONNELL TO ADJOURN THE MEETING AT 9:25 P.M. VOTE: AFFIRMATIVE SIX, ABSENT ONE (BROUN)

Mayor

Town Clerk