

**MINUTES OF THE TOWN OF WAYNESVILLE BOARD OF ALDERMEN
REGULAR MEETING
October 9, 2018**

THE WAYNESVILLE BOARD OF ALDERMEN held its regular meeting on Tuesday, October 9, 2018 at 6:30 p.m. in the board room of Town Hall, 9 South Main Street, Waynesville, NC.

A. CALL TO ORDER

Mayor Gavin Brown called the meeting to order at 6:30 p.m. with the following members present:

Mayor Gavin Brown
Mayor Pro Tem Gary Caldwell
Alderman Jon Feichter
Alderman LeRoy Roberson
Alderman Julia Freeman

The following staff members were present:

Amie Owens, Assistant Town Manager
Eddie Ward, Town Clerk
Elizabeth Teague, Development Services Director
Bill Cannon, Town Attorney
Chief Bill Hollingsed

The following media representatives were present:

Becky Johnson, the Mountaineer

1. Welcome /Calendar/Announcements

Mayor Brown welcomed everyone to the meeting. From the events calendar, the following were mentioned:

- Saturday October 13th – 10:00 am – 5:00 pm – Church Street Art & Craft Show
- Saturday October 14th – 4:00 – 5:00 pm – Greenhill Cemetery Tour
- Saturday October 20th – 10:00 am – 5:00 pm – Apple Harvest Festival
- Monday October 22nd – 5:30 pm – Council of Governments Meeting – Waynesville Rec Center

2. Adoption of Minutes

A motion was made by Alderman Gary Caldwell, seconded by Alderman Jon Feichter, to approve the minutes of the regular September 25, 2018 meeting as presented. The motion passed unanimously.

B. PRESENTATION

3. Resolution awarding Badge and Service Sidearm to retiring Master Officer Joey Fox

- Chief Bill Hollingsed

Mayor Brown read a Resolution awarding retiring Master Officer Joey Fox with his Badge and Service Sidearm. Chief Bill Hollingsed presented him with the Resolution and Badge. He stated that Officer Fox had served the Town of Waynesville as a Police Officer from June 1997 until September 2018, and previously worked with the Haywood County Sheriff's Department. Officer Fox retired with 31 years of law enforcement.

4. Resolution awarding Badge and Service Sidearm to retiring Sergeant Elizabeth "Dee" Parton

- Chief Bill Hollingsed

Mayor Brown read a Resolution awarding retiring Sergeant Elizabeth "Dee" Parton with her Badge and Service Sidearm. Chief Bill Hollingsed presented her with the Resolution and Badge. He said that Sergeant Parton has served the Town of Waynesville full time from June 2013 until June 2018, and in various capacities part time since 1996. Chief Hollingsed said that Sergeant Parton began with the North Carolina State Highway Patrol in 1981 and was part of the second class of Highway Patrolmen that admitted women. Sergeant Parton had worked with different law enforcement agencies prior to coming to Waynesville, with 27 years of law enforcement.

Chief Hollingsed told the Board that both these officers were assets to the Town, and that both will be returning to work part time with the Police Department.

C. PUBLIC HEARING

5. Public Hearing to consider a map and text amendment to establish a Mixed Use Overlay District over ten lots on the south side of Broadview, PINs 8615-79-2068, 8615-79-1121, 8615-69-8393, 8615-79-0231, 8615-69-9255, 8615-69-8390, 8615-69-8314, 8615-69-7326, 8615-69-6435, 8615-69-4554, 8615-69-2680 as the East Waynesville Urban Residential MXO.

- Elizabeth Teague, Development Services Director

Ms. Teague said that in response to a rezoning request along Broadview Road, the Board had directed staff to study the possible creation of a mixed-use overlay district consisting of several lots along Broadview in the East Waynesville Urban Residential District. Staff brought this before the Planning Board at their September 17th Meeting, and the Planning Board unanimously voted to recommend that the establishment of a mixed-use overlay with limited commercial uses of a scale that would be sensitive to the adjacent residential properties. As part of this discussion the Planning Board found that this action would be both consistent with the Land Use Plan and in the public interest, and to establish an EW-UR Mixed-Use Overlay.

She explained that his area is mixed-use currently. Haywood County land records show that within this area seven of the ten lots are labeled: "land description - Commercial Secondary." There is an office building at 140 Broadview Road, two medical office buildings at 20 and 62 which were built in 1958 and 1959, and a massage therapist at Summit and Broadview currently operating. Across the street is the North Main Neighborhood Commercial District so that these properties face the Fire Department, a vehicle service building and a new commercial development at the corner of Broadview and Overbrook. Therefore, this block is a transitional area between NM-NC and EW-UR and already contains existing commercial uses.

Ms. Teague quoted from The Land Development Standards that describes a Mixed-Use Overlay District as follows:

2.6.2 Mixed-Use Overlay District

A. Purpose: The Mixed-Use Overlay District (MX-O) is a zoning overlay district established to permit certain limited mixed-uses within residential neighborhoods.

B. Applicability: The frontage of locations or blocks shall be identified on the Land Development Map to permit certain non-residential uses as permitted in the Use Table in Section 2.5.3. Such locations are noted as either PC (permitted on any Corner Lot located at the intersection of two publicly-maintained streets) or PL (Permitted in Designated Locations on the Land Development Map).

Purpose and Intent Statement for the East Waynesville Zoning Districts states:

2.3.4 Urban Residential Districts (UR) Purpose and Intent

A. The East Waynesville Urban Residential District (EW-UR) is an urban neighborhood of mostly medium to high density residential development bordering the Waynesville town center. Higher density development is encouraged closer to town with lesser densities found as the district approaches areas with steeper slopes. A number of public spaces are found in this district including the East Street and Vance Street parks. It will be important as new development and redevelopment occurs for connections to be made to such public spaces and throughout the district.

The following are the Town of Waynesville's nine mixed-use overlay districts:

Dellwood Residential Medium Density MXO – A 1,000-foot wide corridor centered on Russ Avenue from U.S. Highway 23/74 to Jule Noland Drive and Dayton Drive.

Francis Cove Residential Low Density MXO – A corridor consisting of properties along Pigeon Road from Old School Road to Bluegrass Lane.

Hazelwood Urban Residential MXO – A corridor consisting of properties located on the west side of South Main Street from Virginia Avenue to Mississippi Avenue.

Love Lane Neighborhood Residential MXO – A corridor consisting of most of the properties that front Dellwood City Road from Chestnut Park Drive to Arnold Heights with three additional properties north of Paralee Lane.

Main Street Neighborhood Residential MXO – Two properties located at the corner of Richland Street and Goodyear Street.

Ninevah Neighborhood Residential MXO – A corridor consisting of properties located at the corner of Country Club Drive/Crymes Cove Road and Oakdale Road.

Raccoon Creek Neighborhood Residential MXO – A corridor consisting of the properties north of Asheville Highway from Piccadilly Drive to Hillside Terrace.

South Waynesville Residential Medium Density MXO – A corridor consisting of properties along Old Balsam Road from 120 Old Balsam Road to Skyland Road (the westernmost portion of the town's

jurisdiction along this road) and an additional property located on the Great Smoky Mountains Expressway.

Walnut Street Neighborhood Residential MXO – Multiple corridors consisting of properties along several streets, including Walnut Street, West Marshall Street, North Main Street, Nelson Park Drive, Woolsey Heights, and Wall Street.

Ms. Teague told the Board that the Planning Board proposes a new overlay district to be called the **East Waynesville Neighborhood Residential MXO**, and would be described as follows:

A corridor consisting of properties along the south side of Broadview Road from Overbrook Drive to Summit Street.

This mixed-use overlay would permit, as indicated by a PL on the Table of Permitted Uses in the EW-UR District: Business Support Services, Live-Work Units, Neighborhood Commercial, Neighborhood Restaurant, Personal Services, Professional Services, and Studios (Art, Dance, Martial Arts, Music).

Ms. Teague referred to Our Heritage, Our Future, 2020 Land Development Plan, which is the Town's Land Development Standards, and the stated Land Use Goal is:

"Promote the orderly growth, development and enhanced land values of the Town of Waynesville by preserving and improving Waynesville's existing neighborhoods, creating more attractive commercial centers, maintaining a strong downtown area, taking steps to reduce urban sprawl and protecting the natural beauty of the community." (2020 LDP, p. 4-2)

Objectives under this goal include:

"Designate appropriate amounts of land to reflect desired development patterns and to accommodate the projected residential, commercial, industrial, institutional and recreational needs of the Town of Waynesville over the next twenty years." (Page 4-2)

"Promote infill development in the Town of Waynesville as an alternative to continued outward expansion." (Page 4-4)

"Work to preserve the important character and scale of each unique area within the larger Waynesville community by building on those elements identified as important to defining each area." (Page 4-5)

Another key goal of the Land Use Plan is to:

"Maintain and strengthen a broad-based economy in Waynesville comprised of a vibrant and expanding manufacturing, retail, agricultural, services, governmental and construction sectors." (Page 4-19)

An Objective under this goal includes:

"Designate and support the development of appropriate amounts of land to meet the needs of the different sectors of the economy." (Page 4-19)

Ms. Teague said staff recommended the creation of a new overlay district to apply to the proposed 10 lot area along Broadview. This designation would support all of these goals and objectives in the Land Use Plan in that it accommodates an existing development pattern that goes back to the 1950's while also creating a transitional area that is in the scale and character of the underlying East Waynesville

residential district. It also creates new opportunities within the zoning ordinance for the re-use and expansion of use for these individual properties, meeting either, or both, residential and commercial demand.

Attorney Bill Cannon opened the Public Hearing at 6:53 PM, and asked if anyone wished to speak.

No one spoke.

Attorney Bill Cannon closed the Public Hearing at 6:54 PM.

Alderman LeRoy Roberson made a motion, seconded by Alderman Jon Feichter to create the EW-UR MXO, described as the 10 properties located along the south side of Broadview Road from Overbrook Drive to Summit Street (PINs 8615-79-2068, 8615-79-1121, 8615-79-0231, 8615-69-9255, 8615-69-8390, 8615-69-8314, 8615-69-7326, 8615-69-6435, 8615-69-4554, and 8615-69-2680), as shown on the attached map of the proposed Mixed-Use Overlay District, with the following uses permitted within the MXO: Business Support Services, Live-Work Units, Neighborhood Commercial, Neighborhood Restaurant, Personal Services, Professional Services, and Studios (Art, Dance, Martial Arts, Music), and is reasonable and in the public interest as outlined in the Statement of Consistency. The motion carried unanimously.

A copy of the Statement of Consistency is included and incorporated into these minutes as attachment 1.

A motion was made by Alderman Jon Feichter, seconded by Alderman Gary Caldwell, to adopt Ordinance No. 0-19-18 to:

1. Amend the Town's Zoning Map by applying the Mixed Use Overlay to ten lots along Broadview, creating the East Waynesville Urban Residential Mixed Use Overlay District (EW-UR MXO), PINs 8615-79-2068, 8615-79-1121, 8615-79-0231, 8615-69-9255, 8615-69-8390, 8615-69-8314, 8615-69-7326, 8615-69-6435, 8615-69-4554, and 8615-69-2680.

2. Amend the Town's Land Development Standards text, Section 2.5.3, to allow Business Support Services, Live-Work Units, Neighborhood Commercial, Neighborhood Restaurant, Personal Services, Professional Services, and Studios (Art, Dance, Martial Arts, Music), within the EW-UR by indicating "PL" in the Table of Permitted Uses as being allowed within the EW-UR Mixed-Use Overlay.

The motion passed unanimously.

6. Public Hearing to consider a map amendment to rezone the 122 and 140 Broadview, PINs 8615-69-9255 and 8615-69-8390 from North Main Street Neighborhood Center to East Waynesville Urban Residential (EW-UR).

Ms. Teague explained to the Board that these two lots were recently rezoned from EW-UR to NM-NC in order for a salon to locate within a pre-existing professional office building on July 24, 2018. At their August Meeting, the Planning Board directed staff to bring back a Board initiated map and text amendments to establish an overlay district with enumerated uses identified in the Permitted Uses Table and to rezone these lots back to EW-UR for inclusion in the overlay.

Additionally, on August 21, the Board of Aldermen determined to re-hear all zoning changes, including this one related to Broadview, in order to address technical issues related to the framing of consistency statements and board actions in light of changes to NCGS 160A-383. The Aldermen motion stated:

“To waive the 12 month waiting period for application for the text amendment to the Town of Waynesville Land Development Standards to rezone the 120 and 140 Broadview, PINs 8615-69-9255 and 8615-69-8390 from East Waynesville Urban Residential to North Main Street Neighborhood Center as there has been a substantial change in circumstances related to the request due to the omission of an express reference to the Board’s reasons that the Board discussed in the motion to find that the amendment was consistent with the Land Use Plan, as well as the original applicant has sold the property and there has been substantial financial investment by the party who purchased these properties for their business.”

Reconsideration of this zoning action in favor of the establishment of an Overlay District that would encompass these two lots would still meet the initial request of the property owners to allow a personal service use on this property, but would be more restrictive in types of uses than what is allowed in NM-NC. In so doing, the Town can also address and ensure technical correctness with 160A-383, related to Statements of Consistency.

Ms. Teague said that staff brought this before the Planning Board at their September 17th Meeting, and the Planning Board unanimously voted to recommend that these properties be re-zoned within the proposed EW-UR mixed-use overlay with limited commercial uses of a scale that would be sensitive to the adjacent residential properties. As part of this discussion, the Planning Board found that this action was both consistent with the Land Use Plan and in the public interest, and to establish an EW-UR Mixed-Use Overlay.

The purpose and Intent Statements for the applicable Zoning Districts follow:

2.3.4 Urban Residential Districts (UR) Purpose and Intent

A. The East Waynesville Urban Residential District (EW-UR) is an urban neighborhood of mostly medium to high density residential development bordering the Waynesville town center. Higher density development is encouraged closer to town with lesser densities found as the district approaches areas with steeper slopes. A number of public spaces are found in this district including the East Street and Vance Street parks. It will be important as new development and redevelopment occurs for connections to be made to such public spaces and throughout the district.

2.3.5 Neighborhood Center Districts (NC) Purpose and Intent

A. The North Main Street Neighborhood Center District (NM-NC) is a mixed use district that forms the gateway into town from the northeast. The setting of this district is important as it frames Eagles Nest Mountain at the apex of the hill on North Main and forms a forced perspective to the "center" of the district -- the intersection of Walnut and Main Streets. As a result, maintaining inviting vistas down Main Street and creating an attractive public realm are the objective of many of the standards set forth for this district. Street walls, boulevard trees and sign control will all be important in meeting these objectives as the street is redesigned. Working to keep traffic congestion to a minimum in this area will require the use of rear access drives, side street entrances and shared driveway connections. The uses found in the North

Main Street Boulevard District serve not only the surrounding neighborhoods, but all of the Waynesville community and are varied in nature.

2.6.2 Mixed-Use Overlay District

A. Purpose: The Mixed-Use Overlay District (MX-O) is a zoning overlay district established to permit certain limited mixed-uses within residential neighborhoods.

B. Applicability: The frontage of locations or blocks shall be identified on the Land Development Map to permit certain non-residential uses as permitted in the Use Table in Section 2.5.3. Such locations are noted as either PC (permitted on any Corner Lot located at the intersection of two publicly-maintained streets) or PL (Permitted in Designated Locations on the Land Development Map).

Ms. Teague read the Land Use Goal from the Waynesville: Our Heritage, Our Future, 2020 Land Development Plan as follows:

“Promote the orderly growth, development and enhanced land values of the Town of Waynesville by preserving and improving Waynesville's existing neighborhoods, creating more attractive commercial centers, maintaining a strong downtown area, taking steps to reduce urban sprawl and protecting the natural beauty of the community.” (2020 LDP, p. 4-2)

She said one of the objectives under this goal include:

“Designate appropriate amounts of land to reflect desired development patterns and to accommodate the projected residential, commercial, industrial, institutional and recreational needs of the Town of Waynesville over the next twenty years.” (Page 4-2)

Ms. Teague told the Board that since the Board had actually created the Overlay District, staff feels that these properties should be rezoned back to the EW-UR MXO.

Attorney Bill Cannon opened the Public Hearing at 7:08 pm and asked if anyone wished to speak.

No one spoke.

Attorney Cannon closed the Public Hearing at 7:09 pm.

A motion was made by Alderman LeRoy Roberson, seconded by Alderman Gary Caldwell to rezone 140 and 122 Broadview PINs 8615-69-9255 and 8615-69-8390, from North Main Neighborhood Center to East Waynesville Urban Residential as part of an Overlay District, The motion carried unanimously.

A copy of the Statement of Consistency is included and incorporated into these minutes as attachment 2.

A motion was made by Alderman Julia Freeman, seconded by Alderman Jon Feichter, To adopt Ordinance No. 0-20-18 to amend the Town's Zoning Map by rezoning 120 and 140 Broadview, PINs 8615-69-9255 and 8615-69-8390 from North Main Street Neighborhood Center (NM-NC) to East Waynesville Urban Residential within the Mixed-Use Overlay (EW-UR MXO). The motion carried unanimously.

D. NEW BUSINESS

7. Budget Amendments
 - Amie Owens, Assistant Town Manager

Assistant Town Manager Amie Owens presented an Amendment to the Internal Service Funds in order to upgrade the Town's Exchange Server to a Microsoft 365 subscription. This will allow the Town to get rid of one of the servers that is under the maintenance agreement with VC3 and will also allow additional storage at a much cheaper rate than what the Town is currently paying. Ms. Owens said that going to a G-3 platform with additional security features, the Town will have to pay for a full annual subscription instead of paying monthly. She said this amendment will add \$34,800.00 for the annual subscription.

Alderman LeRoy Roberson made a motion, seconded by Alderman Jon Feichter to approve Resolution R-17-18 for Amendment No. 1 to the 2018-2019 Financial Operating Plan for Internal Service Funds for the town-wide project to upgrade to Microsoft 365. The motion passed unanimously.

Alderman Julia Freeman made a motion, seconded by Alderman Gary Caldwell, to approve Ordinance No. 0-17-18 for increased allocation costs associated with Amendment # 1 to the 2018-2019 Financial Operating Plan for Internal Service Funds for costs associated with the Microsoft Office 365 migration (up grade of the Town's e-mail service.) The motion carried unanimously.

Ms. Owens stated that due to the Town experiencing several lawsuits, and additional legal fees, money needs to be moved from the Fund Balance in the amount of \$50,000.00 in order to make sure these costs are covered. This will remain as a separate line item in case some of the money is recouped from the lawsuits, the money can be moved from a certain line item.

Alderman Jon Feichter made a motion, seconded by Alderman Gary Caldwell to approve Ordinance 0-18-18, Amendment No. 3 to the 2018-2019 Budget Ordinance for additional budget expenditures due to on going litigations. The motion carried unanimously.

8. Five year rate locked contract for retiree benefit administration
 - Amie Owens, Assistant Town Manager

Ms. Owens explained to the Board that when retirees leave the service of the Town of Waynesville, if they are still eligible, they have the option to purchase certain benefits from the Town at a group rate. The retirees have been receiving a utility bill for these charges and paying the Town directly for these benefits. Rather than continue billing for these benefits in house, a third-party will administer these benefits.

The Town currently utilizes Flores for COBRA and HSA Administration. Currently, in house, these benefits are billed at varying times during the billing cycles. This change would allow for the Town to remove themselves from the process. Flores would receive a monthly report for those who remain eligible for

benefits and any new retirees. The proposal includes the cost of \$4.95 per retiree, per month to provide a bill to retirees for benefits.

A motion was made by Alderman Julia Freeman, seconded by Alderman Jon Feichter, to approve the five (5) year rate locked contract with Flores for the administration of retiree benefits. The motion carried unanimously.

9. Sale of three easements for Walnut Street/N. Main Roundabout

- Amie Owens, Assistant Town Manager

Mayor Brown explained that NC DOT is offering to purchase three permanent easements from the Town to install utilities and drainage improvements in connection with the Walnut Street. /N. Main Street Roundabout project. The first offer involved two drainage easements adjacent to property the Town owns in connection with the park. They offered \$16,500 for .280 acres (12,196 sq. ft.) The per acre value would be \$58,932. She said that the second parcel is currently a planting strip down from the Fire Station. DOT has offered \$19,000 for .850 acres (37,026 sq. ft.) They intend to use the property as a location for utilities, and the acquisition is also for a “permanent easement.” The per acre value for this parcel is \$22,350.

Mayor Brown noted that the Town will benefit from the relocation of Vance Street and relocation of the creek. The drainage improvements will enhance the drainage system in the area. The planting area will be used to relocate utilities to accommodate the roundabout. Both involve the acquisition of easements as opposed to purchase of fee simple property so price per acre would be lower than the parcel the Town conveyed during your last meeting.

Alderman Gary Caldwell made a motion, seconded by Alderman LeRoy Roberson, to approve the sale of the three easements/rights of way in the amount of \$35,500.00 to the NC DOT. The motion passed unanimously.

E. COMMUNICATIONS FROM STAFF

10. Manager’s Report - Options for street right of way trimming

- Amie Owens, Assistant Town Manager

Ms. Owens referenced a memo from Town Manager Rob Hites regarding street right of way clearing of any vegetation one foot behind the curb and up to fourteen feet above the ground. The intent is to keep the roadway clear of vegetation that may rub against vehicles, be a sight distance problem, or hit the tops of trucks.

Keeping the street rights of way clear of vegetation is a routine task for municipalities. Policies concerning how the Town goes about this task are subject to the governing board approval. No matter how right of way trimming is done in other NC municipalities the Board should ultimately choose one that fits their community.

Ms. Owens presented a list of four items for discussion concerning how the Town could proceed with the policy of street right of way trimming, given the discussion during last month's Board meeting.

- 1. Continue the current policy of trimming back growth that protrudes into the right of way.**
- 2. Send a printed notice to every property owner in the Town sixty (60) days before the Town staff begins street right of way clearing. The notice would alert the property owners to the upcoming right of way clearance and give them time to clear the right of way with their own contractors.**
- 3. Stop routine clearance of street rights of way except for intersections where noticeable sight distance issues arise. The owner of the property would be notified in writing of the issue and be given thirty (30) days to trim back the growth. After that the staff would trim it back to within a foot of the back of curb. Should a specific complaint be made regarding growth in the right of way the staff will notify the owner and give them thirty (30) days to trim it. After that time the growth would be cleared by the Town staff.**
- 4. Divide the Town into sections and field verify all areas where growth obstructs the curb line. Send a notice to all property owners that their growth extends into the right of way and give them thirty (30) days to remove it. Should the growth not be cut back the Town staff would remove it.**

Ms. Owens said that regardless of the Board's direction, crews involved with the clearing will be instructed to stop trimming if requested by the owner until the owner can meet with Mr. Hannah. The crew member will also be instructed in the common courtesy that our citizens expect.

Another concern that was mentioned at last month's meeting was the customer service that the citizens had received. Town Clerk Eddie Ward has been able to provide contact information for a trainer for customer service skills; and this training will be completed in late November/early December by the NC Rural Water Association (NCRWA) for all operational departments. NCRWA Customer Service Training was developed with those that communicate with customers on a daily basis and those that manage customer service operations in mind. From front desk staff to meter readers to workers on the routes to management, every professional that speaks to a customer can benefit from this interactive and practical training program.

Topics covered in the NCRWA Customer Service Training program will include the importance of Customer Service at every level, the basics of human interactions, communication skills required for good Customer Service. This training will be conducted onsite at the Public Services training facility.

Ms. Owens stressed that it is our hope that having specific policy in place and provision of additional training will mitigate situations such as these in the future.

Nancy Bernard

Ms. Bernard asked the Board to consider a proposal for the future trimming and cutting of shrubs and trees. Ms. Bernard explained briefly some of the items she feels need to be addressed when clearing vegetation within the Town. Mayor Brown asked Ms. Bernard to compile her list of suggestions for the Board to consider at the October 23, 2018 regular Board Meeting. He also suggested that a Public Comment period be held at that meeting also.

Hazelwood Crosswalk update

Ms. Owens gave the Board an update on the Hazelwood crosswalk concerning the flooding issue. She referred the Board to a memo from Public Works Director David Foster stating that the project is scheduled to start the week of October 29, 2018, weather dependent, after the festivals have concluded and before the Christmas events start. She said the cost of the removal of the crosswalk is estimated at \$35,000.00. She explained that the Town would do as much of the work as possible in order to defray some of the costs.

11. Attorney’s Report

- Town Attorney Bill Cannon

F. COMMUNICATIONS FROM THE MAYOR AND BOARD

No comments from the Mayor and Board

G. PUBLIC COMMENT

No comments from the public

H. CLOSED SESSION

12. Enter into closed session to discuss the following:

- a. Attorney/Client Privilege as allowed under North Carolina General Statute § 143-318.11(a)(3)

A motion was made by Alderman Julia Freeman, seconded by Alderman Jon Feichter, to enter into closed session at 7:45 pm. The motion carried unanimously.

The Board returned to open session at 8:12 pm.

H. ADJOURN

With no further business, Alderman Julia Freeman made a motion, seconded by Alderman Jon Feichter to adjourn the meeting at 8:13 pm. The motion passed unanimously.

ATTEST:

Gavin A. Brown, Mayor

Robert W. Hites, Jr., Town Manager