Minutes
Work Session
Aberdeen Town Board

February 3, 2014 Robert N. Page Municipal Building
Monday, 5:30 p.m. Aberdeen, North Carolina

The Aberdeen Town Board met Monday, February 3, 2014 at 5:30 p.m. for the Work Session. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Pat Ann McMurray and Joe Dannelley. Commissioner Buck Mims was not in attendance for the meeting. Staff members in attendance were Planning Director Pam Graham, Assistant Public Works Director Harold Watts, Parks and Recreation Director Leigh Baggs, Town Manager Bill Zell, and Town Clerk Regina Rosy. Tim Marcham, Elease Goodwin, Kenneth Byrd, Maurice Holland, Sr., Brian Morris, and Molly Menard were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 5:30 p.m.

1. Electronic Agenda Packet Training with Board Members.

Town Clerk Regina Rosy gave a brief training on how to access the agenda packets through the drop box and how to take notes, highlight material, etc. on the agenda packet.

2. Board Member Training with Town Attorney. (Rescheduled for Thursday, February 27, 2014)

Manager Zell stated the training with the Town Attorney has been rescheduled to Thursday, February 27, 2014 at 5:30 p.m.

3. 2014 Spring Spree Festival.

Director Graham gave a brief history of the Spring Spree festival and how it has evolved over the past couple of years. Director Graham stated previous Planning Director Kathy Liles budgeted money for the event to take place in 2014 and felt the event was very important to the downtown area. Director Graham stated increased advertisement would be needed for this event to beef up participation. Director Graham stated staff feels very strongly that this is an important event for the downtown area.

Director Graham stated she would like to get some input from the Board on this item. Planner Jae Kim stated Brian Morris and Molly Menard from the Aberdeen Business Guild are here this evening to express their support for the Spring Spree event. Mayor Farrell asked if this is going to be an ongoing event to be sponsored by the Town of Aberdeen and funded by the Town of Aberdeen. Director Graham stated she believes we are at a crossroads, and this could very well be a Town sponsored event. Commissioner McMurray commended Molly on becoming President for the Aberdeen Business Guild, and stated she hopes that Molly will have the vision to move the Aberdeen Business Guild forward. Commissioner McMurray encouraged the musical entertainment for the event to be local musicians. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner McMurray, to support the 2014 Spring Spree Festival at an amount up to $5,000. Commissioner Dannelley asked what the defined responsibilities of the Business Guild will be in the Spring Spree event. Director Graham outlined the responsibilities of the Business Guild and the responsibilities of the Town of Aberdeen. Motion carried 3-0.

4. Conditional Use Permit #13-02 for Five Lot Major Subdivision submitted by Habitat for Humanity.

Director Graham stated a recommendation has been provided by the Planning Board and is ready for a vote this evening if the Board is ready. Commissioner McMurray asked if sidewalks will be on both sides of the streets. Director Graham stated sidewalks will be located just in front of the homes that are being built. A motion was made by Commissioner McMurray, seconded by Commissioner Dannelley, to approve Conditional Use Permit #13-02 with the conditions as recommended by the Planning Board. Motion carried 3-0.

5. A Resolution to permanently close a portion of an unopened street known as McNeil Street located between Bethesda Avenue and High Street.

Director Graham stated a public hearing has been held, no opposition was expressed, and this item is ready for a vote if the Board is prepared. Mayor Farrell asked if the adjoining property owner has contacted the Town. Director Graham stated the adjoining property owner is wanting to work out a different alignment of the division, but State Statute requires the division to be along the center line, so the two property owners will have to work that out jointly. Mayor Farrell asked if the Town will have to pay for the survey for this street closure. Director Graham stated the Town has been quoted a price of $675 by Ryan McBryde for the surveying work.

Mayor Farrell asked if other municipalities charge the petitioner a fee for street closures, since there are fees incurred by the Town. Director Graham stated she will research the issue and let the Board know her findings. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner McMurray, to approve a Resolution Ordering the Closing of that Unopened Portion of McNeil Street between Bethesda Avenue and High Street. Director Graham stated she will get a list of responses from the Planning list serve and forward that information to the Board for review, and Manager Zell stated he will forward responses from the Manager list serve as well. Motion carried 3-0.

6. A Resolution Exempting Surveying Work from the Requirements of NC General Statute 143-64.31.

Director Graham stated any time the Town engages a surveyor, it is required to be put out to bid, unless the cost is less than $30,000 and this resolution is approved. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to approve a Resolution Exempting Surveying Work from the Requirements of NC General Statute 143-64.31. Commissioner McMurray asked how many surveyors usually respond to bids for Town projects. Director Graham stated she has never put a surveying job out to bid, but she has good experience working with Ryan McBryde. Motion carried 3-0.

7. Minor Modification to Conditional Use Permit CU#07-02 requested by Chuck Barnes.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to approve a minor modification to Conditional Use Permit #07-02 with conditions as recommended by the Planning Board. Motion carried 3-0.

8. Request by McKee Homes for Greater Flexibility in the Approval of Minor Modifications.

Director Graham stated staff was directed to take this item back to the Planning Board for review. Director Graham stated the Planning Board recommends that staff be authorized to approve minor lot line changes, defined as changes to previously approved plans that do not alter the width of the lot more than five feet. Kenneth Byrd stated this item would be for any properties in the Town of Aberdeen, not just Legacy Lakes. Kenneth Byrd stated the Planning Board spent a great deal of time reviewing this item. Mayor Farrell was concerned about unintended consequences by allowing greater flexibility in the approval of minor modifications.

Commissioner Dannelley thought this measure would give the Planning staff authority within the UDO on when to make a decision on this type of issue, without having to bring every one of these issues to the Board. Director Graham stated the fail safe for this item, is that a lot line cannot be changed unless both property owners agree to the change, sign the plat, and record the plat with the Register of Deeds. A motion was made by Commissioner Dannelley, in regards to Section 152-65 of the Unified Development Ordinance, that staff be authorized to approve minor lot line changes, defined as changes to previously approved plans that do not alter the width of the lot more than five feet. Motion was seconded by Mayor Pro-tem Thomas. Motion carried 3-0.

9. Aberdeen Lake Park Sign.

Parks & Recreation Director Leigh Baggs stated the proposed Aberdeen Lake Park sign is 14'6" high and 10' across and is visible from both sides of the road. Construction, installation, a Dell laptop computer, and staff training was originally quoted at $30,942, but she has recently received a $5,000 price reduction. The message board would allow the Parks and Recreation Department to promote programs and events, and would eliminate all banners from the corner of US Highway 1 and Maple Street. Director Baggs stated the proposed sign in front of the Aberdeen Recreation Station is similar to the Berkley Park sign. The estimated cost of this Aberdeen Recreation Station sign would be $1200 - $1500 for construction and installation. Both signs would have flower beds surrounding the base and would be illuminated at night.

Commissioner Dannelley asked for a total dollar amount being requested for these two signs. Director Baggs stated the total cost would be about $28,000. Commissioner Dannelley asked if this item is budgeted. Manager Zell stated this item is not budgeted, but could come from Fund Balance. Mayor Farrell stated he thought the sign for Aberdeen Lake Park was very large. Commissioner Dannelley asked Director Baggs to query individual residents that would be visually affected by this sign, and then bring this item back to the Board Meeting on February 10, 2014.

10. Other Business.

a. Budget Calendar.

Manager Zell distributed the standard budget calendar. Manager Zell stated the Board will need to look at the calendar and see which dates work for schedules.

b. Commissioner McMurray asked the Planning Department to research a home on N. Poplar Street where there are 4 houses that look like their backyards are becoming salvage yards.

c. The Board directed Manager Zell to add the Aberdeen & Rockfish Railroad Lease to the agenda for the Board Meeting on 2/10/14.

11. Adjournment.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to adjourn the Work Session. Motion carried 3-0.

Regina M. Rosy

Regina M. Rosy, Town Clerk

Minutes were completed in
Draft form on February 3, 2014

Robert A. Farrell

Robert A. Farrell, Mayor

Minutes were approved
on February 10, 2014