



**Town Board of Commissioners  
Regular Meeting/Public Hearing  
October 10, 2023 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, October 10, 2023, at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro Tem Anthony Bennett, Commissioners Mark Gupton, Cyndi Templin, and Ray Clark Fisher. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, Zoning Officer Tammy Faircloth, Lead for NCFellow Tyler Wise, Reverend Marilyn Hargrove, Joshua Outlaw (The Adams Company), NC Main Street Director Liz Parham, Landscape Architect Dan Lambert (McAdams), NC Commerce Staff: Amy Suggs, Michael Dougherty; Robby James, Randi and Randy Kelly, Mikkell McKinnie, and Michael Hardison (Sampson Independent). Commissioner Richard Barefoot was not in attendance.

**COMMENCEMENT**

- Call to Order – Mayor Butler called the meeting to order at 7:00 pm.
- Invocation – Rev. Hargrove gave the invocation followed by Mayor Butler leading the Pledge of Allegiance.
- Agenda Adoption – Commissioner Gupton made a **motion** to adopt the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Mayor Pro-Tem Bennett made a **motion** to approve the meeting minutes from September 12, 2023 (Regular Session/Closed Session); **all in favor. Motion carried.** Mayor Pro-Tem Bennett made a **motion** to approve the meeting minutes from September 15, 2023 (Special Session); **all in favor. Motion carried.** Mayor Pro-Tem Bennett made a **motion** to approve the meeting minutes from September 29, 2023 (Special Session/Closed Session); **all in favor. Motion carried.**

**ROSEBORO HAPPENINGS**

- aLive in the 'Boro's next event is scheduled for October 12, 2023 with performance by The Rhythm Express Band.
- Fall Clean Sweep is scheduled for October 23, 2023. Residents within town limits can put out items for pickup beginning Monday, October 16, 2023.

**PUBLIC HEARING**

2020 CDBG-NR (Neighborhood Revitalization) Closeout was presented by Mr. Joshua Outlaw of The Adams Company. Commissioner Templin made the **motion** to Open the Public Hearing; **all in favor. Motion carried.**

Mr. Outlaw presented that the public hearing was to receive comments on the completed housing project that resulted from the Town of Roseboro being awarded a \$750,000 grant through CDBG-NR. The proposed project was to rehabilitate four (4) homes; however, one (1) home had title/ownership issues and did not qualify which resulted in a program amendment. The amendment allowed for and



approval received to include one (1) new low-to-moderate income home. After project bidding, one (1) of the four approved homeowners opted out of the program resulting in the final project activity including three (3) homes for rehabilitation/reconstruction. A total of \$580,144.89 of CDBG funds were expended with \$169,855.11 of these funds deobligated due to only completion of three (3) homes. The LMI of the completed project was 100%. With no further comment from Mr. Outlaw, Mayor Butler inquired if the Board or any attendee in the room had any questions.

With no comments or questions being presented, Commissioner Gupton made the **motion** to Close the Public Hearing; **all in favor. Motion carried.**

### **PUBLIC HEARING**

2023 CDBG-NR application consideration was presented by Mr. Joshua Outlaw of The Adams Company. Mayor Pro-Tem Bennett made the **motion** to Open the Public Hearing.

The grant application process is now open for the 2023 CDBG-NR program. This public hearing is the first of two public hearings to gather community input. The maximum grant amount for this round of funding has been increased from \$750,000 to \$950,000. Eligible activities under the CDBG-NR include housing (mandatory); infrastructure related to housing such as new services, streets, flood and drainage improvements, or sidewalks/pedestrian ways; public facilities such as shelters, community center, and/or recreation center. An eligible project must meet one of three national objectives: benefit low-to-moderate income persons, prevent or eliminate slums or blight, or meet other urgent needs (often storm/disaster related). To qualify, the homes must be owner occupied LMI and be real property (no mobile homes with title). The project can include the rehabilitation of housing or demo/rebuild.

A second public hearing will be held prior to submitting the application, at which time, a list of potential candidates will be known. A list of five (5) to seven (7) candidates is ideal. The Board determined that preference would be given to candidates living within the town's limits; however, if there are not enough candidates from within town limits, candidates living within the town's ETJ may be considered. All applications are due November 15, 2023. With no further comment from Mr. Outlaw, Mayor Butler inquired if the Board or any attendee in the room had any further questions.

With no comments or questions being presented, Commissioner Fisher made the **motion** to Close the Public Hearing; **all in favor. Motion carried.**

### **NEW BUSINESS**

- ASLA Charrette/Presentation: Mayor Butler commented that a charrette was held concerning the future of downtown, ideas of how to move forward, and taking into consideration the two buildings recently purchased that were being considered for redevelopment into a public alleyway/pedestrian thoroughfare. Mr. Dan Lambert from McAdams, Ms. Liz Parham, Director from NC Main Street, Ms. Amy Suggs and Mr. Michael Dougherty from NC Commerce took a tour of downtown Roseboro and met with business owners Randi Kelly and Robby James, town officials Mayor Butler, Mayor Pro-Tem Bennett, Commissioner Gupton, Town Clerk Dunn, and Lead for NCFellow Tyler Wise to get an idea of the vision for downtown Roseboro. Mr. Lambert, a landscape architect, took the ideas and discussions from the day's activities, placing them in a visual format to highlight the changes downtown Roseboro could see from initiating the proposed changes and the positive impact they would have on the town as a whole. Through his presentation, he provided a list of opportunities Roseboro has to offer, the current constraints associated with the town, and highlighted the top two or three areas seen as the town's values and program elements. The presentation concluded with a rendering to highlight what the final outcome could resemble, citing that the project as a whole would need to be completed in phases.



- The public officer compensation for commissioners and the mayor has remained the same for many years, with no increase. Mayor Pro-Tem Bennett brought before the Board for consideration a bonus for all commissioners and the mayor. Proposed was a one-time bonus of \$500.00 for each commissioner and \$1,500 for the mayor. Commissioner Gupton made the **motion** to approve the one-time bonus of \$500.00 per commissioner and \$1,500 for the mayor; **all in favor. Motion carried.**
- Mayor Butler provided an update on the revolving loan accounts, specifically that the revolving loan held by Pam Lucas has been satisfied. There is approximately \$224,140.00 in the revolving loan account.

### **OLD BUSINESS**

- Rezoning of Parcel #08095444004 has a pending contract and is currently owned by three sisters who currently live in a nursing home. It is thought that Mr. Henry Faison is the family representative; however, there is nothing in writing to confirm that he is the family representative. Attorney Sanderson added that he might be able to assist and suggested that he and the real estate agent handling this contract communicate.
- Roseboro Rural Transformation Grant administration and engineering services were awarded to the Wooten Company. Director Liz Parham, Mayor Butler, and Wooten Company are scheduled to talk about the proposed design for the building. According to RTG staff, the current proposal needs to go back to the drawing board, as the design plan must maintain the historical character of the building, which calls into question the proposed design.

### **REPORTS**

- Financial Reports – Monthly reports were provided for review.
- Fire Department Report – Monthly report was provided for review.
- Sheriff's Report – Monthly report was provided.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.

**PUBLIC COMMENT** – No public comment.

**CLOSED SESSION** – Commissioner Fisher made the **motion** to Close the Regular session; **all in favor. Motion carried.** Commissioner Templin made the **motion** to Open the Closed Session; **all in favor. Motion carried.**

The Board entered Closed Session to address contract negotiations under G.S. 143-318.11(a5). Discussions were held.

Commissioner Gupton made the **motion** to Close the Closed Session; **all in favor. Motion carried.** Commissioner Templin made the **motion** to Open the Regular Session; **all in favor. Motion carried.**

Commissioner Fisher made the **motion** to accept the Verizon Wireless Cell Site Rental for use of the town's water tower as shown below; **all in favor. Motion carried.** Attorney Sanderson will notify Verizon Wireless of the Board's decision.

New Rental Amount: \$1,813.26 per month, commencing on February 1, 2026  
New Rent Escalator: 10% every 5 years (next increase on February 1, 2031)  
Renewal Terms: Every five (5) years

**ADJOURNMENT** – With no further business, Commissioner Fisher made the **motion** to adjourn;  
**all in favor. Motion carried.** The meeting adjourned at 7:53 p.m.



Alice Butler, Mayor



Janet Dunn, Town Clerk