



**Town Board of Commissioners  
SPECIAL MEETING/PUBLIC HEARING  
October 26, 2023 @ 4:00 p.m.**

The Roseboro Board of Commissioners met in Special Session at Town Hall on Thursday, October 26, 2023 at 4:00 p.m.

Members present at Town Hall were Mayor Pro Tem Anthony Bennett, Commissioners Mark Gupton and Richard Barefoot. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, Joshua Outlaw (The Adams Company), and Michael Hardison (Sampson Independent). Mayor Butler was an excused absence. Commissioners Ray Clark Fisher (excused) and Cyndi Templin (unexcused) were not in attendance.

**COMMENCEMENT**

- Call to Order – Mayor Pro-Tem Bennett called the meeting to order at 4:20 p.m.
- Invocation – Mayor Pro-Tem Bennett led a moment of silence followed by the Pledge of Allegiance.
- Agenda Adoption – Commissioner Gupton made a **motion** to adopt the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Commissioner Gupton made the **motion** to approve the meeting minutes from October 10, 2023 (Regular Session/Public Hearing/Closed Session); **all in favor. Motion carried.**

**PUBLIC HEARING**- 2023 CDBG-NR Application (2<sup>nd</sup> Public Hearing)

Mr. Joshua Outlaw with The Adams Company presented before the Board, stating that the second public hearing was being held to notify of the intent to submit application for the 2023 Community Development Block Grant – Neighborhood Revitalization (CDBG-NR). The applications are due in Raleigh on November 15, 2023. The town will be applying for the maximum amount of \$950,000.00 for an all-housing project. Included in the application are four (4) homes for reconstruction (demolish and rebuild) as well as two (2) homes for rehabilitation (repair only).

Reconstruction Homes

507 Eleanor Avenue  
601 W. North Street  
616 N. Pine Street  
511 Douglas Street

Rehabilitation Homes

609 W. North Street  
609 McPherson Street

In the event any of the above should be deemed ineligible going forward, three (3) alternates have been selected for consideration:

400 W. Clinton Street  
907 Bullard Street  
410 Calvin Street

With no further information to be presented by Mr. Outlaw, Commissioner Gupton made the **motion** to Open the Public Hearing; **all in favor. Motion carried.**

Mayor Pro-Tem Bennett called for comments or questions. With no one coming forward, Commissioner Barefoot made the **motion** to Close the Public Hearing; **all in favor. Motion carried.**

### **OLD BUSINESS**

- The Public Officer Compensation Budget Amendment was presented to the Board for review. After review, and with no comments or questions, Commissioner Gupton made the **motion** to approve the budget amendment as presented; **all in favor. Motion carried.**
- No additional information was available for the Rezoning of Parcel #08095444004.


### **NEW BUSINESS**

- Public Officer Compensation was brought before the Board by Mayor Pro-Tem Bennett. He proposed that the mayor's bonus be increased to \$5,000. Attorney Sanderson inquired if approved would it require a budget amendment. Clerk Dunn advised that it would. Due to the absence of some board members, Commissioner Gupton made a **motion** that the topic be tabled until more board members were present for the discussion; **all in favor. Motion carried.** The topic was tabled until the November 14, 2023 meeting.
- Resolution for Application for 2023 CDBG-NR was presented to the Board for adoption. However, due to lack of quorum, the topic was **tabled** and this Special Meeting Recessed until October 31, 2023 at 10:00 a.m. to ensure a quorum.
- Adoption of the Citizen Participation Plan was presented to the Board for approval. This Plan outlines the guidelines for the CDBG-NR program; e.g., public hearings will be held according to program guidelines. Mayor Pro-Tem Bennett made the **motion** to adopt the Citizen Participation Plan as presented; **all in favor. Motion carried.**
- Adoption of Housing Selection Committee Bylaws was presented to the Board for approval. These bylaws outline the housing selection process for the CDBG-NR. With no further questions or comments, Commissioner Gupton made the **motion** to approve the Housing Selection Committee Bylaws; **all in favor. Motion carried.**
- Revolving Loan Application was received by the Revolving Loan Committee for consideration from James Trading Co. of Roseboro, Inc. The application submitted was for a loan in the amount of \$75,000 at 2.5% interest for a 10-year amortization. The purpose of the loan is to purchase and renovate the building located at 103 E. Roseboro Street, Roseboro for expansion and creation of 4+ jobs. Mr. James requested that one check be issued for the purchase price of the building (\$60,000) with the remainder of the balance (\$15,000) for on-site improvements that would be paid on "drawn down" for repairs as receipts are presented. The monthly loan payment amortization is to be calculated on the entire \$75,000 loan amount from the beginning. With no further discussion, Commissioner Barefoot made the **motion** to approve the Revolving Loan to James Trading Co. of Roseboro, Inc. in the amount of \$75,000 maximum at 2.5% interest for a 10-year amortization, with \$60,000 initial check for purchase price of the building at 103 E. Roseboro Street, and the remaining loan balance on draw down (\$15,000); **all in favor. Motion carried.**

**RECESS** – With no further business, Commissioner Barefoot made the **motion** to RECESS until Tuesday, October 31, 2023 at 10:00 a.m.; **all in favor. Motion carried.**

Meeting recessed at 4:40 p.m.

  
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Anthony Bennett, Mayor Pro-Tem

  
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Janet Dunn, Town Clerk





**Town Board of Commissioners  
SPECIAL MEETING  
(Recessed from October 26, 2023)  
October 31, 2023 @ 10:00 a.m.**

The Roseboro Board of Commissioners met in Special Session at Town Hall on Tuesday, October 31, 2023 at 10:00 a.m. This special meeting was recessed from the special meeting held on October 26, 2023.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro-Tem Anthony Bennett, Commissioners Mark Gupton, Cyndi Templin, Ray Clark Fisher, and Richard Barefoot. Also, in attendance were Town Clerk Janet Dunn and LeadforNC Fellow Tyler Wise.

**COMMENCEMENT**

- Call to Order – Mayor Butler called the special meeting to order at 10:00 a.m. noting that this special meeting stems from the October 26, 2023 meeting being recessed until this special meeting.
- Invocation – Mayor butler led a moment of silence followed by the Pledge of Allegiance.
- Agenda Adoption – Mayor Pro-Tem Bennett made a **motion** to adopt the agenda. **All in favor. Motion carried.**

**OLD BUSINESS**

The Resolution for Application for Community Development Block Grant Funding for the 2023 CDBG-NR Project was presented to the Board. The 2023 CDBG-NR Project is a \$950,000 grant to benefit low-to-moderate income families with housing needs. This year's grant increased by \$200,000 over the previous year's funding. The town's application will consist of four (4) homes for reconstruction and two (2) homes for rehabilitation, with three (3) alternates. Mayor Pro-Tem Bennett made the **motion** to adopt the Resolution for the Application for the CDBG-NR Grant Funding for 2023 CDBG-NR Project. Commissioner Gupton **seconded**. **All in favor. Motion carried.**

**ADJOURNMENT** – With no further business, Commissioner Fisher made the **motion** to adjourn; **all in favor. Motion carried.** The meeting adjourned at 10:03 a.m.

  
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Alice Butler, Mayor

  
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Janet Dunn, Town Clerk