



**Town Board of Commissioners
Regular Meeting
March 14, 2023 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, March 14, 2023 at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro Tem Anthony Bennett, Commissioners Ray Clark Fisher, Mark Gupton, and Cyndi Templin. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, LFNC Tyler Wise, Mr. and Mrs. Hargrove, Sandra Howell, and Michael Hardison (Sampson Independent). Commissioner Richard Barefoot was absent.

COMMENCEMENT

- Call to Order – Mayor Butler called the meeting to order at 7:00 pm.
- Invocation – Mayor Butler led everyone in 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.**
- Meeting Minutes – Commissioner Gupton made a **motion** to approve the meeting minutes from February 21, 2023 (Regular Meeting) and March 3, 2023 (Special Meeting); **all in favor. Motion carried.**

ROSEBORO HAPPENINGS

- Bloomfest is scheduled to kick off on Friday, April 28th with a performance by the Pizazz Band. The daily festival will take place on Saturday, April 29th.
- Clean Sweep has been scheduled for April 3 – 10, 2023. It will continue to Monday, April 10th since Friday, April 7th is a holiday.

OLD BUSINESS

- Bid on town-owned buildings: Discussion was tabled during last month's board meeting to allow an opportunity for further consideration. The investment for 106 N. West Street totals to approximately \$8,000, while the building at 101 W. Railroad Street has an investment total of approximately \$42,000. Mayor Butler noted that as of this meeting, she has not received any further communication from the interested party. Mr. Sanderson advised that the town could post the properties to the town's webpage and Facebook page announcing the town is accepting bids on the two properties. The Board would determine if a proposed bid is accepted, and once a bid is accepted, then the upset bid process begins. A bid form could be created and include in the bid instructions that any upset bid would also include the publication costs. Commissioner Fisher made a **motion** that the topic be tabled until the April meeting to allow time for a bid form to be created; **all in favor. Motion carried.**
- CDBG-NR: Mayor Butler stated in her update that the bids received for 107 S. East Street had been opened with The Adams Company present. Of those bids received, Faith Home Improvement was being recommended for award of the construction contract at a cost of \$84,000.00. This was the lowest bid received. Commissioner Templin made the **motion** to award the construction contract for 107 S. East Street to Faith Home Improvement for a bid of \$84,000.00; **all in favor. Motion carried.**

Mayor Butler further informed that 102 E. Pinewood would be a 1,100 square foot home with a scheduled completion date of June 2023. The residents living at 201 Justice Street has been provided with a POD on the property to begin storing their furnishings and items in preparation for construction. This home should be completed July 2023. The CDBG-NR project has a deadline date of August 31, 2023.

- CDBG-I is a sewer infrastructure grant the town received in April 2021. A pre-bid meeting is scheduled for April 18, 2023, bid opening scheduled for May 4, 2023, and construction to start in August 2023.
- Stormwater grant that the town submitted an application for in hopes of renovating our alleyway and sidewalks was not awarded to the town. We will look for other funding sources.
- Alleyway between Railroad Street Steakhouse and the buildings that connect to it (e.g., Vinny's) have been mailed a letter with map regarding the alleyway being deemed a "one-way" alleyway with no parking permitted. The Town plans to order signs for the alleyway within the next week or two.
- AMI Update – The automated meters installation project is almost complete. Food Lion is pending new meter installation.

NEW BUSINESS

- ABC Board: Ms. Mary Lee has agreed to serve on the ABC Board, filling the vacant seat left by Mrs. Lynn West's resignation from the Board. Mayor Pro-Tem Bennett made the **motion** that the Town of Roseboro appoint Mrs. Mary Lee to the Roseboro ABC Board; **all in favor. Motion carried unanimously.**
- Budget Requests – Mayor Butler informed that any budget requests the Board has needs to be forwarded to her in preparation of the new fiscal year's budget.
- Lawn Maintenance Contract – The Roseboro's lawn care services were put up for bid. After review, Commissioner Fisher made a **motion** that Melvin's Lawn Care Service be awarded the contract; **all in favor. Motion carried unanimously.**
- Roseboro Fire Department Surplus Vehicle – Fire Chief Lee Coleman requests that a panel truck/service truck that the department is no longer using and has been taken out of service be sold on GovDeals.com. It is a 2002 GMC C5500 Duramax Diesel. Chief Coleman has not made a final starting bid determination; however, he is thinking of a starting bid between \$12,000 and \$15,000. With no further discussion or comments, Commissioner Gupton made the **motion** to move forward with selling of the vehicle and listing it on GovDeals.com; **all in favor. Motion carried.**
- Park Closure Resolution – A resolution to close the park during the BloomFest kickoff on Friday, April 28th is being presented for consideration. The reason behind the park closure on April 28th is due to the operation of a beer garden during the band's performance. Mayor Pro-Tem Bennett made the **motion** to adopt the resolution closing the park during the BloomFest kickoff event on Friday, April 28th; **all in favor. Motion carried unanimously.**
- Award of Additional Sewer Grant – The Town has been informed that they are being awarded a grant in the amount of \$2.7 million to rehabilitate and/or replace sewer lines in the Wrench and Charles Street areas. This grant will also allow the town the opportunity to finish the outfall lines.

REPORTS

- Financial Reports – Monthly reports were provided for review. The Cash and Investment report in Central Depository saw a reduction in revenue due to the revenue being shifted to the Cash Management account. Also, the water fund is down due to paying \$115,000 for the well project that was cancelled.
- Fire Department Report – Monthly call report was provided. Mayor Butler informed that research is ongoing for a grant to help build a new firehouse.
- Sheriff's Report – Monthly report was provided for review.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.

PUBLIC COMMENT – No comment

CLOSED SESSION: Mayor Pro-Tem Bennett made the **motion** to close the public meeting under authority of General Statute 143-318.11(a)(5); **all in favor. Motion carried.**

Commissioner Gupton made the **motion** to open the Closed Session; **all in favor. Motion carried.**

Discussion was held; however, no action was taken in closed session.

Commissioner Templin made the **motion** to close the Closed Session; **all in favor. Motion carried.**

Commissioner Gupton made the **motion** to open the Open Session; **all in favor. Motion carried.**

ADJOURNMENT – With no further business, Commissioner Fisher made a **motion** to adjourn; **all in favor. Motion carried.** The meeting adjourned at 7:41 p.m.



Alice Butler, Mayor



Janet Dunn, Town Clerk