

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
BOARD RETREAT
MINUTES
MAY 9, 2011

The Board of Commissioners held a retreat on Monday, May 9, 2011 at 1:00 p.m. at the Council Chambers, 100 East Lake Drive, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Tommy Beal, Woody Beale, Lynne Green, and Clem Welch. Also, Town Manager Bob Stevens and Town Clerk Laura Duval were present.

The meeting was called to order by Mayor Andrews.

Commissioner Welch made the motion to accept the agenda as presented. The motion was seconded by Commissioner Tommy Beale. Motion carried unanimously.

The Board discussed future upgrades and improvements that may be needed in the infrastructure.

Water – It was decided to replace asbestos/concrete lines with PVC as needed. The lifespan for PVC is indefinite. The asbestos/concrete lines pose no danger. The water is sampled for asbestos every nine years, and the Town has never had a violation. The newer subdivisions have PVC water lines, and PVC was put in when the three lane was added to Main Street.

All water is purchased from Sanford. Currently, there is only one entry point. The second entry point is being designed right now. It has been included in this year's budget. The eight inch connecting line may run from Buckhorn Road at the Bailey's house to Salem Church Road or from Bradley Road at the McNeill's then into Town.

It is not feasible to purchase water from Harnett County. The cost would be too expensive. However, a five inch fire hose can be hooked up on Lee County Line Road to provide water in case of emergency.

The abandoned wells would be very expensive to seal off before being torn down. The one behind the shop provides storage. No action will be taken at this time.

Wastewater Treatment Plant – DENR costs continue to increase as their requirements increase. The plant is in excellent shape and maintenance. After the tornado caused a power outage, the generator worked well providing power for 43.5 hours. In July 2011 the permit expires. Application has already been made for new permit. At that time we will also receive new requirements.

A secondary power source is needed for three lift stations. One station is already hooked up at Underwood. The cost of completing the other three is included in the budget under Capital Outlay. We are just waiting for the funds to replenish. It will cost approximately \$12-13,000 to get everything done.

The cost of expanding sewer lines out of Town would be approximately \$50-60 per foot. All of the sewer lines are made from PVC. At this time there are four drying beds and one building. The additional expense of expansion is not needed at this time. One rotor was replaced last year, and the other rotor will be replaced during the upcoming fiscal year.

Streets – In the past municipalities were allowed to accumulate Powell Funds for 10 years. In the 11th year the extra accumulation would be deducted. The legislature may be changing the allowable accumulation period to five years. The Town will begin accepting bids to pave the streets that need paving. Powell Funds may be used only for Town maintained streets.

Town Manager Stevens will contact Progress Energy to determine the cost of increasing lighting on Main Street between Misty Lane and Mansfield Drive. More lighting would create uniformity between both sides of Town. Currently, lighting is placed according to minimum DOT specifications—every 500 ft. and at curves and intersections.

Between 2016-2018 the three lane should be completed from Hwy 42 to Horner Blvd.

The Board discussed the cost of paving the parking area behind the downtown businesses. To have the area paved and curbed would cost approximately \$35,000. The parking area would also require an island and landscaping. The Board would like to see this project completed within the next few years.

The Board discussed present and future needs of Town Buildings.

Maintenance Building – It was decided remodeling or enlarging this building is not necessary. In the future a side shelter could be added so that

service trucks could be parked under it. A private fence placed around the building would cost approximately \$64 per 8 ft section.

Town Hall – Projected costs of remodeling were discussed. Adding Wireless Service for Town Hall and Police Department was suggested. Upgrading of energy lighting fixtures will be covered by the grant awarded to the City of Sanford and Town of Broadway.

Council Chambers – The joint grant includes replacing the HVAC system at chambers. Conversion of kitchen to storage room would be relatively inexpensive.

Tiny Tots – Building upgrades are not needed at this time. The exterior of the building was painted recently. Re-surfacing the parking lot needs to be considered in the near future.

The Board discussed upcoming requirements and needs of the Police Department.

Communication Upgrade – Converting portable/mobile radios to digital system must be done by January 2013. The estimated cost is \$10,542.

The cost of outfitting patrol cars with laptops would be approximately \$12,400. All three cars would have notepads.

The Police Department has the availability to train in the areas of Signs of Human Trafficking, CPR/AED, and Signs of Spouse and Child Abuse.

The Board discussed updates to parks, Town signage, and the fourth quad.

Walking Trail – The trail needs to be resurfaced with gravel, packed, and rolled. Estimated cost is roughly \$3,000.

Town Park – The conservation easement prohibits any additional playground equipment. It was suggested landscaping is needed around the park sign and the open area on the walking trail. The maintenance department sprayed the trail today. There was much discussion on restroom facilities at the park. Facilities would be very costly and would require constant maintenance.

Welcome Signs – Lights can be added to the welcome sign located at Broadway Road and Dixie Farm. The cost was estimated at \$1,000. The sign on the other side of Town needs to be re-located closer to the road. Permission would have to be granted by the landowner. The sign needs to be on a concrete base with landscaping around it.

Quad IV at E. Harrington & S Main St - There is \$915 left in landscaping funds. There are bushes already located near the Town's side of the line. The Broadway Woman's Club has volunteered to contribute to this last segment of the landscaping project. There was discussion on possibly adding sculpture to enhance this quad. Interest was expressed in extending the sidewalk around the fourth quad. That would cost \$30/ft for 120 ft.

The Board discussed enhancement and expansion plans for the Town Cemetery. In July requests will be submitted for longleaf pine seedlings. They can be picked up in September. The cost may be \$59 for 500 seedlings. The trees will serve as a border on the new section of the cemetery. After the expansion of the border, gravel driveways can be installed. It was mentioned that brick columns would look nice near the entrances, but this project will be placed on hold until the expansion is complete.

The Town website was discussed. It was agreed that the website needs to be upgraded and more user friendly. The Town Ordinances could possibly be added as a link if it's not too costly.

The Board discussed the Town's Solid Waste Program. The contract with Waste Management expires 6/1/2013. Last year the Town spent \$485/month for recycling costs. Effective 1/1/2012 items requiring e-cycling cannot be placed in regular garbage.

The Board discussed business/residential concerns. The Board agreed it would be a good idea for new business owners to reactivate the Business Alliance. Some suggestions were owners of The Feedmeal, The Shoppe on Main Street, and Cool Springs Services. Commissioner Green volunteered to assist if those people are interested.

Regarding residential development, there is still some construction continuing in housing.

The various events sponsored by the Town were discussed.

Broadway Our Way – Everyone agreed the festival is a plus for the Town. Despite the weather, the Town will probably break even on this year's festival. All of the scheduled activities were held except the kids' activities, Idol Contest, and the street dance.

Rhythm at the Pavilion – The Board decided to skip the summer concert series based on the results of the festival. The Lee County Community Orchestra will perform on May 14 at the Veterans Memorial. They had scheduled this concert last year. If possible, a concert may be held later in the fall.

Christmas at the Park – The Board agreed to continue the tradition of this event held at the Veterans Memorial. All agreed it is a good, short service that does not cost the Town any money. Everyone has heard positive comments about Christmas at the Park.

Promotional Banners on Main St – It was decided there are not enough funds to place banners on Main Street.

The Town Board discussed the status of the Planning Board. Jerry Bradley and Jeff Griffin have agreed to serve another term. Currently, there is no member representing Harnett County. Barry and Cathy Thomas and Tim Patterson are the only residents in the ETJ eligible to serve.

Town Manager Stevens reviewed revenue and debt for the Town.

Future projections for Property Tax Revenue - Re-evaluation will be done in 2013.

Projections for Sales Tax Revenues - may be flat or up 2-3%.

Status of Beer and Wine Tax – It was cut by 2/3 last year. The Town may receive ½ of the tax this year or maybe nothing at all. The Town doesn't usually get much money from this tax.

Status of Utility Franchise Tax – The state has not changed the franchise tax.

Other Revenue – Alltel uses half of the cell tower, and the other half is available for another company.

Current Debt - \$599,000 is owed on the sewer bonds. That is the only debt incurred by the Town. The bonds were just refinanced and saved the Town \$155,000 over a ten year period.

A suggested priority list to work towards included Secondary Power Source, Paving streets, Paving parking lot behind downtown businesses, Paving Tiny Tots parking lot, Police radios, Police car laptops, Resurfacing of walking trail, longleaf pine seedlings for Town cemetery, website upgrade, and cost of Town ordinances placed on website.

Town Manager Stevens reviewed the annual budget for fiscal year 2011-2012. Mr. Stevens explained the following departments. General Fund – Governing Body: There is an increase of \$3,695 for the municipal election in November. Administration: Insurance is up 6%. Retirement is up .33% for general employees and .63% for police. CSI may install new programs plus a \$6,500 license fee. Liability insurance and workmen's comp is up 5%. By dropping out of

the cable consortium, the Town will save \$2,400. Finance: Audit contract came down to \$10,000 - \$4,000 for interlocal agreement, and \$800 for website maintenance. Counsel has requested \$100 per month increase. Maintenance: Amount of yearly lease on pickup truck is included in Capital Outlay. \$5,000 was added for building demolition. Police: In the event of needing reserve officers, \$5,000 was added to police. Forfeiture and seizure funds in the amount of \$4,000 will be used in addition to \$8,500 for computers in the three patrol cars. Special Appropriation: \$7,700 is spent annually on recycling and limb/yard waste disposal. Sanitation fee will increase .20 to \$9.70 per can. Water-Sewer Expense: Secondary power for generator at the lift stations is included in Capital Outlay. The budget has increased \$30,000 over last year. The tax rate will remain the same.

The Public Hearing will be held on May 23, and the budget will be presented for approval at the June 27 meeting.

With no further business to come before the Board, Commissioner Green made the motion to adjourn the retreat at 4:55 p.m. The motion was seconded by Commissioner Tommy Beal. Motion carried unanimously to adjourn.

Donald F. Andrews
Mayor

Laura Duval
Town Clerk

