

## **January 27<sup>th</sup>, 2018**

At the Special Called Meeting of the Mayor and Board of Aldermen of the Town of Canton held at the Municipal Building Boardroom, January 27<sup>th</sup>, 2018 at 9:00am with Mayor Smathers and Aldermen/women Mull, Hamlett, Smith and Markey present, the following proceedings were held.

### **A. Call to Order**

Mayor Smathers called the meeting to order at 9:15 a.m.

### **B. Roll Call**

Mayor Smathers noted that the Town Manager and Town Clerk were also present.

### **PowerPoint Presentation**

Manager Burrell presented a PowerPoint presentation to the Board please see attached. The following questions and comments were in conjunction with this presentation.

### **C. New Member Orientation**

Manager Burrell explained to the Board that this was the time to discuss policy and strategic goals for the next year. Manager Burrell explained the Council Manager form of government and what the Board's role looked like under this system. Manager Burrell made the Board aware that budget work-sessions would start in the near future and more in-depth information would be available at that time.

### **D. Strategic Planning Session**

#### **Radio Read Meters**

Alderman Markey inquired as to how the radio read meters work. Manager Burrell explained that the meters can be read from a laptop in a vehicle which has reduced the read time from around 25 days with two men to one man over approximately a span of a week. The information gathered from the computer can be broken down in time frames or even hourly which helps determine when a problem started and/or how much the usage increased at a certain time. Alderman Markey inquired about the length of time it will take before the meters pay for themselves. Manager Burrell stated that he would get that information to Mr. Markey as soon as possible.

Alderman Markey asked for clarification on the fact that we did not eliminate personnel but in fact the individual was transferred to another department previously vacant. Manager Burrell confirmed that no jobs were lost during this process and the employee was reassigned to a different position within the water department.

Alderwoman Smith asked if someone opened a new business or something of that nature would be required to pay for the new meter? Manager Burrell explained that all existing meters were changed out at no cost to the customer, however any new meters purchased would be charged to the customer at a rate of approximately \$145.00 dollars.

#### Website

Alderman Markey stated that he would like to see garbage pick-up schedules, rental fees, and things of this nature listed on the website. Alderwoman Smith stated that she agreed that this would be beneficial information to add to the website and will aid in the marketing of the Town.

#### Vision for New Police Chief Position

Alderman Hamlett would like for the new Police Chief to reside in the Canton area, as well as keeping the Board informed of critical occurrences in a timely manner.

Alderman Markey would like the Police Chief to work with the County drug task force to help alleviate the drug issues in Canton. Alderman Markey stated that he felt it would be best practice across the board to open up job openings to the outside, even though we may entertain internal candidates so that we can get the best person for the position. Alderman Markey stated that he felt that this would protect the integrity of the hiring process and should be articulated as standard protocol for the Town of Canton for all job openings. Other skills Alderman Markey would like to see would be an effective communicator, to be seasoned, have the willingness to work with other communities, and have a presence in the community.

Alderwoman Smith would like the Police Chief to have experience battling the drug epidemic, community including rural area buy in component, public speaking, and crisis management skills.

Alderwoman Mull stated that leadership qualities and employee morale building skills would be important in the search for the Police Chief.

Mayor Smathers reiterated that public speaking, strong leadership, community involvement and bold initiatives would be attributes he feels the new Police Chief should possess.

#### Wi-Fi Town wide service

Alderman Markey stated that he would like to see a Town-wide wi-fi service. This would bring the downtown area into the 21<sup>st</sup> century, as long as the liability side was not an issue. If not, maybe the Town could work with other businesses to assist in providing wi-fi throughout the downtown area, as people are to the point where they expect it. Manager Burrell stated he would get some information and report the feasibility back to the Board.

#### Paving and Sidewalks

Manager Burrell reported to the Board that the paving and sidewalk schedule for the coming year would begin with the projects that were started and not completed in the prior year such as, Sharptown Road, Newfound Street sidewalk, part of the streetscape project at Mears Avenue and Park Street. When these projects are concluded he would reevaluate to see what other projects could begin.

#### Infrastructure

Alderman Markey inquired if the Town had a wastewater treatment plan in place for the future. Manager Burrell stated that the Town did not have a plan at this time but could seek funding to do an Asset Management Plan for wastewater.

Alderman Markey stated that a scale of use for extreme water users during water shortages should be explored.

Manager Burrell stated that when the Water Asset Management Plan was complete it would give a better overall view of what the water infrastructure looked like and would map our current system regarding water lines, taps, and valves.

Manager Burrell stated that pending the loan approval, Spruce Street Reservoir project, should begin this year allowing the

Town to better serve the residents in this area with low water pressure and water outages.

### Recreation

Manager Burrell gave a summary of the pool and services that are available in the Recreation Park. Alderman Hamlett inquired if camera surveillance was going to be installed at the new pool facility. Manager Burrell stated that he was looking at options at this time.

### Skateboard Park

Alderman Markey asked if the skateboard park could be reassessed. Alderman Markey asked for input from Police Chief, Bryan Whitner. The Police Chief stated that in his opinion the skate board park should be abandoned on the basis that when it was installed the reasoning was to give them a place to skate and to keep them from skating and damaging other structures in the rec park. Chief Whitner reported that providing the park has not deterred the skateboarders from damaging the picnic tables, stage and other structures in that area. The idea of them holding one another accountable has failed. Alderman Hamlett stated that he would recommend that the ramps be removed and returned to Pinnacle Church or stored until a resolution is decided. The Board agreed to revisit this topic at a later time.

### Recreation Marketing

Alderwoman Smith stated that a marketing plan needed to be developed for all of the recreation facilities that the Town owns. Alderwoman Smith said she felt that the facilities seemed separated and needed to be added as a package when being marketed.

### IP Sports Complex

Manager Burrell asked the Board if they shared the past Board's desire to a new sign constructed at the IP Sports Complex? The current Board agreed with the placement of a new sign. Manager Burrell stated that he would begin working in this direction.

### Colonial Theatre and Armory

Alderman Markey inquired as to why the upper level of the

Armory was not utilized. Manager Burrell stated that an elevator would have to be installed before the upstairs of the Armory could be used by the public. Alderman Markey stated that he would like to see the Town explore the cost in an effort to determine possible uses for that upper floor and rooms. Alderman Markey stated that the rooms could be utilized for breakout sessions if a conference or convention rented the facility. After a brief discussion on booking possibilities of the venues and what the different possibilities were Alderman Markey and Alderwoman Smith stated that they would like to have a work-session just on the usage and vision for the Colonial Theatre, Camp Hope and Armory.

#### Landscaping and Facility Manager duties

Mayor Smathers inquired what the landscaping and grounds maintenance plan would look like and who was responsible for certain areas. Manager Burrell stated that he approved of the landscaping plans and would be meeting with all facility managers to discuss their specific responsibilities.

#### Special Events

- Labor Day Festival

Manager Burrell reported to the Board that the 2017 Labor Day Festival went well and that staff was in the process of tweaking some minor details but the event went well. Manager Burrell stated that the idea was bounced around whether we continued with a two-day festival or move to a one-day festival on Monday only. The consensus was to continue with a two-day festival. Alderman Markey inquired if there were any plans to sell alcohol at this year's event. Manager Burrell stated that the staff had no plans to sell alcohol at this event in an effort to keep it a family-friendly event. Manager Burrell stated that people who wish to consume alcohol could patronize the Bearwaters Brewery that is close to the event and this worked well last year. The consensus was to continue this year with no sale of alcohol.

- July 4 plus 1

Manager Burrell reported to the Board that Champion Credit Union had agreed to a 3-year contract for the fireworks show at this event. Mayor Smathers commended Mike and Sherry Ray for the ground work and the resources that had put into this

event in years past. Mayor Smathers stated that he had spoken with a local pastor that wanted to contribute with the inflatable area for the kids of the community to enjoy. Mayor Smathers stated that he would like to see the event grow adding food trucks and to continue providing a stage and musical acts prior to the firework show. After a brief discussion about what the Board would like to see with this event, it was decided to keep the name of the event July 4<sup>th</sup> plus 1 and to provide the same level of event as years past.

### **L. Adjournment**

The meeting was adjourned at 3:32 p.m.

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Melisa Stinnett, Town Clerk