



# Minutes

## Board of Commissioners

### Budget Workshop and Public Hearing

7 p.m. May 22, 2023

Board Meeting Room, Town Hall Annex, 105 E. Corbin St.

**Present:** Mayor Jenn Weaver and commissioners Mark Bell, Robb English, Kathleen Ferguson, Matt Hughes, and Evelyn Lloyd

**Absent:** Commissioner Robb English

**Staff:** Budget Director Emily Bradford, Communications Specialist Dale Edwards, Assistant Town Manager and Community Services Director Matt Efirm, Budget and Management Analyst Josh Fernandez, Stormwater and Environmental Services Manager Terry Hackett, Police Chief Duane Hampton, Public Works Manager Dustin Hill, Town Attorney Bob Hornik, Town Clerk and Human Resources Technician Sarah Kimrey, Finance Director Dave McCole, Town Manager Eric Peterson, Utilities Director Marie Strandwitz, Public Space and Sustainability Manager Stephanie Trueblood and Communications Manager Catherine Wright

#### 1. Opening of the work session

Mayor Jenn Weaver called the meeting to order at 7 p.m.

#### 2. Agenda changes and approval

Addition of Item 5A – North Carolina Department of Transportation’s request for an overnight road closure of West King Street

Motion: Commissioner Kathleen Ferguson moved to approve the agenda as amended. Commissioner Matt Hughes seconded.

Vote: 3-0.

#### 3. Public hearing

##### A. Fiscal Year 2024 Budget Public Hearing

Motion: Ferguson moved to open the public hearing at 7:02 p.m. Commissioner Mark Bell seconded.

Vote: 3-0.

Public comments were made about the Recommended Budget for Fiscal Year 2024, which was presented by Town Manager Eric Peterson at the May 8 Board of Commissioners meeting. Alice Jacoby, who is affiliated with Habitat for Humanity of Orange County, spoke about the importance of funding affordable housing initiatives and said she appreciated that the proposed budget includes funding efforts to address the town’s lack of affordable housing. William Johnson, a Hillsborough resident, questioned whether the proposed 6% rate increases for water and sewer services are needed.

Commissioner Evelyn Lloyd joined the meeting at 7:07 p.m.

Motion: Hughes moved to close the public hearing at 7:12 p.m. Ferguson seconded.

Vote: 4-0.

#### 4. Items for decision – consent agenda

- A. Minutes
  - Regular meeting, April 10, 2023
  - State of the Town Address, April 24, 2023
- B. Miscellaneous budget amendments and transfers
- C. Proclamation – LGBTQ+ Pride Month
- D. Proclamation – Gun Violence Awareness Day

Motion: Ferguson moved to approve all items on the consent agenda. Bell seconded.  
Vote: 4-0.

## 5. In-depth discussion and topics

- A. Addition of Item 5A – North Carolina Department of Transportation’s request for an overnight road closure of West King Street

Assistant Town Manager and Community Services Director Matt Efird presented the request. The road closure for street resurfacing would be for the section of King Street between Churton and Wake streets. Weather permitting, the work would be done the night of Sunday, June 11, as most downtown businesses are closed at that time. Board members agreed that Sunday night would be favorable but also asked if the state would consider a Monday closure as nearly all businesses are closed then.

Motion: Bell moved to grant NCDOT an overnight road closure for street resurfacing. Ferguson seconded.  
Vote: 4-0.

- B. Fiscal Year 2024 Budget Workshop

Budget Director Emily Bradford led the board through areas of the recommended budget needing discussion, starting with requests for community reinvestment funds. The Exchange Club and Hillsborough Arts Council submitted requests, with the Arts Council requesting an increase of \$4,000. Hillsborough Arts Council Executive Director Mollie Thomas confirmed the increase was to restart a poet laureate program.

The board discussed how to reach a contribution amount equivalent to 2 cents on the property tax rate, expressing support of an option that gradually brings contributions for affordable housing to \$326,000 by FY27.

The board also discussed funding in the current and next fiscal year for two organizations providing homeless support services. Members expressed support for granting the Partnership to End Homelessness \$43,292 in unallocated FY23 funds and no support for the Inter-Faith Council’s FY23 request. They also did not support FY24 expansion funding requests from both organizations due to lack of money available for those requests.

Discussion of the mayor and Board of Commissioners’ operating budget included adding funding to attend the National League of Cities’ Women in Municipal Government conference in FY24 and the Newly Elected Officials Course in FY27.

On the topic of the Capital Improvement Plan, Bell asked about the resurfacing of Waterstone Drive, which will cost \$950,000 and is being repaved less than 20 years after the road was built. Public Works Manager Dustin Hill said the original construction of the road was poorly done and the road has many cracks and potholes because it receives a lot of traffic, has little shade, and is heavily salted in the winter.

In discussing the Water and Sewer Fund, the budget director clarified that the water and wastewater plants have each requested funds for a work truck in FY24. One request will be accommodated through a fleet transfer when a new vehicle arrives for another department.

In the discussion of merit and cost-of-living adjustment proposals, Bradford noted these were increased from \$1,000 to \$1,500 for cost-of-living and from an average of 3.25% to 4% for a merit pay raise.

Motion: Ferguson moved to approve a \$2,000 increase to the Hillsborough Arts Council's annual allocation.  
Bell seconded.

Vote: 3-2. Ayes: Bell, Ferguson and Weaver. Nays: Hughes and Lloyd.

Motion: Ferguson moved to amend the Board of Commissioners' 2023 meeting schedule to cancel the May 30 budget workshop. Hughes seconded.

Vote: 4-0.

**6. Committee updates and reports**

Lloyd said the Orange Rural Fire Department had its first committee meeting at its new facility at 352 College Park Road in the Waterstone development.

**7. Adjournment**

Weaver adjourned the meeting at 9:13 p.m.

Respectfully submitted,



Sarah Kimrey

Town Clerk

Staff support to the Board of Commissioners

**From:** Town of Hillsborough <[no-reply@hillsboroughmail.org](mailto:no-reply@hillsboroughmail.org)>  
**Sent:** Monday, May 15, 2023 8:47 PM  
**To:** Emily Bradford <[Emily.Bradford@hillsboroughnc.gov](mailto:Emily.Bradford@hillsboroughnc.gov)>; Josh Fernandez <[Josh.Fernandez@hillsboroughnc.gov](mailto:Josh.Fernandez@hillsboroughnc.gov)>  
**Subject:** Contact form message: Comments on proposed budget

William Lang sent the message below via the Town of Hillsborough website "Contact Budget Division" form. To respond, reply to this email or contact

The proposed budget renders a true yet concerning picture of Hillsborough's fiscal status. My interest is in supporting the Council members in their deliberations. Many town residents regularly state their desire to limit growth, yet given the deficits presented in the proposed budget the opportunity for increased revenues through system development fees might drive Council decisions. Residents interested in limiting growth offer another revenue path... increasing property tax. Asking residents to support the necessary infrastructure and programmatic needs of the budget can be "sold" as a "put your money where your mouth is" message. Increasing the property tax offers an option of reducing the dependence on system development fees and therefore an option for slowing growth, possibly limiting growth to in-fill development and higher density building within the town limits.  
Thank you for the opportunity to comment. Please feel free to contact me as needed.  
Best regards,  
Will Lang

FY 2022-2023

**TOWN OF HILLSBOROUGH  
 BUDGET CHANGES REPORT**

DATES: 05/22/2023 TO 05/22/2023

	<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
Admin. Services	10-10-4200-5300-145 MAINTENANCE - BUILDINGS To cover office renovation project.	34372	05/22/2023	JFernandez	0.00	1,000.00	5,680.00
Admin. Services	10-10-4200-5300-330 SUPPLIES - DEPARTMENTAL To cover office renovation project.	34373	05/22/2023	JFernandez	3,599.00	-1,000.00	2,599.00
Financial Services	10-10-4400-5300-487 TAX COLLECTION To cover tax collection services - Orange	34395	05/22/2023	JFernandez	42,000.00	2,100.00	44,100.00
Financial Services	10-10-4400-5300-570 MISCELLANEOUS To cover tax collection services - Orange	34394	05/22/2023	JFernandez	19,210.00	-2,100.00	17,110.00
Police	10-20-5100-5100-010 OVERTIME COMPENSATION To cover property room updates	34382	05/22/2023	EBRADFORI	40,000.00	-15,000.00	25,000.00
Police	10-20-5100-5300-145 MAINTENANCE - BUILDINGS To cover PDHQ bathroom reno	34380	05/22/2023	EBRADFORI	36,613.00	-24,000.00	12,878.00
	To cover property room updates	34390	05/22/2023	EBRADFORI	36,613.00	-750.00	12,128.00
Police	10-20-5100-5300-310 GASOLINE To cover property room updates	34383	05/22/2023	EBRADFORI	100,000.00	-15,000.00	85,000.00
Police	10-20-5100-5300-330 SUPPLIES - DEPARTMENTAL To cover property room updates	34385	05/22/2023	EBRADFORI	54,100.00	15,000.00	56,100.00
	To cover handgun transition	34387	05/22/2023	EBRADFORI	54,100.00	2,000.00	58,100.00
Police	10-20-5100-5300-452 C.S. - ELEVATOR To cover property room updates	34389	05/22/2023	EBRADFORI	3,000.00	-2,000.00	1,000.00
Police	10-20-5100-5300-460 C.S./DRIVER SAFTEY TRAINING To cover handgun transition	34386	05/22/2023	EBRADFORI	4,000.00	-2,000.00	500.00
Police	10-20-5100-5300-730 DRUG ENFORCEMENT OPERATIONS To cover property room updates	34388	05/22/2023	EBRADFORI	5,000.00	-1,250.00	0.00
Police	10-20-5100-5700-735 CAPITAL - BUILDINGS & IMPROVEMENTS To cover PDHQ bathroom reno	34381	05/22/2023	EBRADFORI	0.00	24,000.00	64,960.00
	To cover property room updates	34384	05/22/2023	EBRADFORI	0.00	15,000.00	79,960.00
	To cover property room updates	34391	05/22/2023	EBRADFORI	0.00	4,000.00	83,960.00
Fleet Maintenance	10-30-5550-5300-530 DUES & SUBSCRIPTION To cover membership fee	34392	05/22/2023	EBRADFORI	0.00	45.00	60.00
Fleet Maintenance	10-30-5550-5300-570 MISCELLANEOUS To cover membership fee	34393	05/22/2023	EBRADFORI	1,000.00	-45.00	955.00
Cemetery	10-40-6400-5300-165 MAINTENANCE - INFRASTRUCTURE To cover cemetery software	34377	05/22/2023	EBRADFORI	2,000.00	-660.00	1,340.00
Cemetery	10-40-6400-5300-458 DATA PROCESSING SERVICES To cover cemetery software	34376	05/22/2023	EBRADFORI	840.00	660.00	1,500.00
WW Collection	30-80-8200-5300-320 SUPPLIES - OFFICE To cover office supplies from last order.	34397	05/22/2023	JFernandez	2,000.00	65.00	2,065.00
WW Collection	30-80-8200-5300-351 RENTAL - EQUIPMENT To cover office supplies from last order.	34396	05/22/2023	JFernandez	9,200.00	-65.00	1,654.05
WWTP	30-80-8220-5300-145 MAINTENANCE - BUILDINGS To cover HVAC unit repair.	34375	05/22/2023	JFernandez	3,950.00	4,000.00	7,950.00
WWTP	30-80-8220-5300-158 MAINTENANCE - EQUIPMENT						

FY 2022-2023

TOWN OF HILLSBOROUGH  
BUDGET CHANGES REPORT

DATES: 05/22/2023 TO 05/22/2023

<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
To cover outside laboratory services.	34398	05/22/2023	JFernandez	98,930.00	-500.00	95,553.47
WWTP 30-80-8220-5300-323 SUPPLIES - CHEMICALS						
To cover HVAC unit repair.	34374	05/22/2023	JFernandez	92,500.00	-4,000.00	76,903.00
WWTP 30-80-8220-5300-340 OUTSIDE LAB SERVICES						
To cover outside laboratory services.	34399	05/22/2023	JFernandez	18,100.00	500.00	20,850.00
					<u>0.00</u>	

APPROVED: 4/0

DATE: 5/22/23

VERIFIED: 



# PROCLAMATION

## LGBTQ+ Pride Month 2023

**WHEREAS**, all are welcome in the Town of Hillsborough to live, work, and play, and every family deserves a place to call home where they are safe, happy, accepted and supported; and

**WHEREAS**, the Town of Hillsborough denounces prejudice and discrimination based on age, gender identity, gender expression, race, religion, marital or familial status, national origin, immigration status, sexual orientation, or physical attributes as an affront to our fundamental principles; and

**WHEREAS**, Pride Month began in June of 1969 on the one-year anniversary of the Stonewall Uprising in New York City after LGBTQ+ and allied friends rose and fought against the constant police harassment and discriminatory laws that have since been declared unconstitutional; and

**WHEREAS**, throughout much of the history of the United States, same-sex relationships were criminalized in many states and many LGBTQ+ people in the United States were forced to hide their LGBTQ+ identities while living in secrecy and fear, including under previous policies such as "Don't Ask, Don't Tell"; and

**WHEREAS**, LGBTQ+ people in the United States face disparities in employment, healthcare, education, housing, and many other areas central to the pursuit of happiness in the United States; and

**WHEREAS**, 30 states have no explicit ban on discrimination based on sexual orientation and gender identity in the workplace, housing, or public accommodations, and 30 states have no explicit ban on discrimination against LGBTQ+ individuals in education; and

**WHEREAS**, there are members of the North Carolina General Assembly who remain insistent on attempting to pass legislation that prohibits LGBTQ+ people, especially transgender youth, from living authentic, thriving lives; and

**WHEREAS**, Hillsborough has historically offered support to the LGBTQ+ community by extending same-sex partner benefits to town employees before the legalization of same-sex marriage and officially opposing the 2012 amendment to the North Carolina Constitution defining marriage as being between one man and one woman; and

**WHEREAS**, Hillsborough first proclaimed LGBTQ+ Pride Month in 2019 at the suggestion of the town's first out member of the Board of Commissioners; and

**WHEREAS**, Hillsborough became the first municipality in North Carolina to pass a non-discrimination ordinance after the sunset of House Bill 142 to extend vital protections to LGBTQ+ individuals living, working, and visiting our town; and

**WHEREAS**, the Town of Hillsborough appreciates the cultural, civic, and economic contributions of the Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) community which strengthens our collective community and social welfare; and

**WHEREAS**, it is imperative that young people in our community, regardless of sexual orientation, gender identity, and expression, feel valued, safe, empowered, and supported by their community; and

**WHEREAS**, despite being marginalized, LGBTQ+ people continue to celebrate authenticity, acceptance, and love;

**NOW, THEREFORE**, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim the month of June 2023 as **LGBTQ+ Pride Month** and urge residents to recognize the contributions made by members of the LGBTQ+ community and to actively promote the principles of equality, liberty, and justice in the Town of Hillsborough.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 22nd day of May in the year 2023.



A handwritten signature in black ink, appearing to read "Jenn Weaver".

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Jenn Weaver, Mayor  
Town of Hillsborough





# PROCLAMATION

## Gun Violence Awareness Day

**WHEREAS**, every day, more than 110 people in the United States are killed with guns; and

**WHEREAS**, according to the National Center for Health Statistics, in 2020, 1,699 North Carolinians were killed with guns, North Carolina had the 21<sup>st</sup> highest rate of gun deaths in the United States, and firearms were the leading cause of death among children; and

**WHEREAS**, as of May 8, 2023, there had been 202 mass shootings in the United States this year, serving as horrifying reminders that the United States stands alone among the high-wealth countries in its exceptionally high level of gun violence; and

**WHEREAS**, the high level of gun violence in the United States is not an unstoppable force of nature, but is a consequence of policy choices by federal and state lawmakers that enable easy access to guns; and

**WHEREAS**, in January 2013, 15-year-old Hadiya Pendleton was shot and killed on a playground in Chicago, Illinois; and since 2015, people across the United States have observed National Gun Violence Awareness Day on the first Friday in June in honor of Hadiya Pendleton and other victims of gun violence and their loved ones; and

**WHEREAS**, advocates also observe “Wear Orange Weekend” on the weekend accompanying National Gun Violence Awareness Day by wearing orange, a tradition begun by Hadiya Pendleton’s childhood friends; and

**WHEREAS**, residents and elected leaders of Hillsborough have expressed outrage and sorrow at the continued loss of life due to gun violence, including those of beloved friends and relatives of our own community, and have asked for action to be taken to end mass shootings and gun violence;

**NOW, THEREFORE**, I, Jenn Weaver, mayor of the Town of Hillsborough, do hereby proclaim Friday, June 2, 2023, to be Gun Violence Awareness Day in Hillsborough. I encourage all residents to participate in Wear Orange Weekend events in the area and to support local efforts to raise awareness about gun violence, such as the work of Students Demand Action, Everytown for Gun Safety, and the North Carolina Chapter of Moms Demand Action.

**FURTHERMORE**, I encourage all residents to contact state and federal lawmakers — including Senator Ted Budd and Senator Thom Tillis — to insist they enact widely supported gun restrictions and gun safety legislation and to remind them that lawmakers’ continued inaction on such legislation helps to make guns easily available and contributes to the deaths of North Carolinians and people across the United States.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 22 day of May in the year 2023.



Jenn Weaver, Mayor  
Town of Hillsborough

## Meeting Schedule: 2023 BOARD OF COMMISSIONERS



Meetings start at 7 p.m. in the Board Meeting Room of the Town Hall Annex, 105 E. Corbin St., unless otherwise noted. Times, dates and locations are subject to change.

The public will be able to view and listen to regular meetings and work sessions via live streaming video on the [town's YouTube channel](#).

### Regular meetings

Regular meetings typically occur the second Monday of the month.

Jan. 9		Aug. 14
Feb. 13		Sept. 11
March 13		Oct. 9
April 10		Nov. 13
May 8	With budget presentation	Dec. 11
June 12	Tentative budget adoption	

### Work sessions

Work sessions typically occur the fourth Monday of the month. The board generally does not make decisions or receive public comment at work sessions.

Jan. 23		May 30	Budget workshop - CANCELED
Jan. 28	Budget retreat, 9 a.m. to 2:30 p.m.	June 26	Budget adoption, if needed
Feb. 27		Aug. 28	With joint WSAC meeting
March 27		Sept. 25	
April 24	With State of the Town Address	Oct. 23	
May 22	Budget workshop, public hearing	Nov. 27	

### Joint public hearings

Joint public hearings with the Planning Board typically occur the third Thursday of a month.

Jan. 19		July 20
April 20		Oct. 19

### Joint meetings

Meetings with the Water and Sewer Advisory Committee are planned biannually. The Orange County Assembly of Governments typically meets in January.

Jan. 24	Assembly of Governments Whitted Human Services Center 300 W. Tryon St. — CANCELED	Feb. 2	Water and Sewer Advisory Committee
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