



**November 13, 2023  
Council Meeting  
Approved Agenda  
7:00 p.m.**

- CALL TO ORDER Action
- APPROVAL OF THE AGENDA Action
- MINUTES                      • October 9, 2023 Council meeting minutes Action
- REPORTS                      • Mayor’s Report: Mayor Whited Information  
   • Treasurer’s Report: Gail Swift Information  
   • Town Attorney: Mr. Crim Information  
   • Zoning Administrator: Mr. Gyurisin Information  
   • Planning Commission Information  
   • Architectural Review Board Information
- OLD BUSINESS                      a) Steps at 322 Main Street Information  
   b) Holiday Party Information
- NEW BUSINESS
- PUBLIC FORUM
- ADJOURNMENT

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL  
December 11, 2023



November 13, 2023  
Town Council Approved Minutes

- **CALL TO ORDER:** Mayor Whited opened the meeting at 7:00 p.m. Council members Drew Beard, Fred Catlin, Jean Goodine, and Patrick O’Connell were present, with Brad Schneider and Gail Swift absent. Town Attorney Martin Crim and Town Administrator/Clerk Barbara Batson were present.
- **APPROVAL OF THE AGENDA:** Mr. Catlin made a motion to approve the agenda and Mr. Beard seconded and a roll call vote was taken:

Mr. Beard voted “yes”	Mr. Catlin voted “yes”
Ms. Goodine voted “yes”	Mr. O’Connell voted “yes”
Mayor Whited voted “yes”	

And the motion passed 5-0, with Mr. Schnieder and Ms. Swift absent.

- **MINUTES:** Mayor Whited motioned to accept the minutes for October 9, 2023 Mr. Catlin seconded and a roll call vote was taken:

Mr. Beard voted “yes”	Mr. Catlin voted “yes”
Ms. Goodine voted “yes”	Mr. O’Connell abstained
Mayor Whited voted “yes”	

And the motion passed 4-0, with Mr. Schnieder and Ms. Swift absent, and Mr. O’Connell abstaining.

**REPORTS:**

**Mayor’s Report:** Mayor Whited reported that the repair work scheduled last week on the water line was not completed. The pipe disconnected from the T connection while the hole was being excavated. It took a while to apply a patch because the pipe was deformed. We are putting a pause on future work until after the holidays.

**Town Attorney:** Mr. Crim reported that he worked out the last details with Rush River Commons (RRC) on the landscape encroachment license. He will be sending the final version to RRC tomorrow. He also shared that he is putting together the final boundary line adjustment project for the court, the RRC attorney will be submitting it to the court. Mr. Crim is also waiting to hear back from Mr. Brown regarding the Leggett Lane Road maintenance agreement.

**Zoning Administrator:** Mr. Steve Gyurisin submitted a written report.

**Planning Commission (PC):** Mr. Gyurisin shared that the PC went on a walking tour of the town. Mr. Catlin asked if there was a timeline for the PC to review the comprehensive plan. Mr. Gyurisin said there was no timeline yet. Mr. Beard said it was a good walk and that in the new year the PC will figure out a strategy to review the comprehensive plan.

Mr. Catlin said the PATH Foundation is interested in providing funds to install a path to the post office from the Jett Street stub. A representative will be coming out next week to look at things. Mr. Catlin is hoping to have the path in place by the summer.

Architectural Review Board (ARB): There was no report.

OLD BUSINESS:

- (a) Steps at 322 Main Street: Mayor Whited said we are giving the new owner leeway to come up with a solution.
  
- (b) Holiday party: Mayor Whited said things are on track for the Christmas parade. Town Council should meet at 12:30 on Leggett Lane and the parade starts at 1:00. Food and drinks will be located in town and games and Santa will be at Avon Hall. Mr. Catlin thanked Mayor Whited and the committee for the work they have done to organize the parade. He also thanked Mr. Drew Mitchell for offering to host events at Avon Hall.

Mayor Whited said that the town would be contributing one ham and a shrimp platter for the holiday party. The Washington Planters will be decorating the weekend after Thanksgiving. He also spoke with Trinity Church about borrowing some of their round tables and chairs. Mayor Whited asked Ms. Goodine if she would coordinate the planning and setup of the holiday party and she said she would. Mr. Beard said that The Gay Street Inn will sponsor soft drinks for the event.

NEW BUSINESS:

- There was no new business

PUBLIC FORUM: Mayor Whited opened the public forum at 7:26 p.m. Mr. Gary Achiele asked if the packet for the boundary line adjustment was done and if there was a copy available. Mr. Crim said that the town was working with the county to finalize the document. Mayor Whited replied that the final version of the legal document that will be submitted to The Commission on Local Government for review. We will then hopefully have a decision in two to six months. Then it will come back to the town for approval. Mr. Achiele felt there needed to be more clarity of the process before the public hearing. He suggested sending out a timeline for the boundary line adjustment. Mr. Crim said he will put together a summary of the next steps.

Mayor Whited closed the public forum at 7:31 p.m.

ADJOURNMENT: Mr. Beard moved to adjourn the meeting AT 7:32 p.m. and Mr. Catlin seconded, and a roll call vote was taken:

Mr. Beard voted "yes"

Ms. Goodine voted "yes"

Mayor Whited voted "yes"

And the motion passed 5-0, with Mr. Schnieder and Ms. Swift absent.

Mr. Catlin voted "yes"

Mr. O'Connell voted "yes"

THE NEXT REGULAR MEETING OF THE TOWN COUNCIL IS  
December 11, 2023.

Barbara Batson, Administrator/Town Clerk

Attachments:

Zoning Administrator's report