

Minutes  
Special Called Meeting  
Aberdeen Town Board

March 8, 2012  
Thursday, 5:30 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met on Thursday, March 8, 2012 at 5:30 p.m. for a Special Called Meeting to discuss the budget for the Parks & Recreation and Fire Departments. Mayor Pro-tem Robbie Farrell and Commissioners Pat Ann McMurray, Alan Parker, and Walter Wright were in attendance for the meeting. Mayor Elizabeth B. Mofield and Commissioner Jim Thomas were not in attendance for the meeting. Staff members in attendance were Town Manager Bill Zell, Town Clerk Regina Rosy, Parks & Recreation Director Leigh Baggs, Deputy Fire Chief Richard Allred, and Fire Chief Phillip Richardson.

Parks & Recreation Director Baggs discussed the Ray's Mill Pond Park project and the recent receipt of PARTF funds. Parks & Recreation Director Baggs stated the project at Ray's Mill Pond would include an environmental education center, trail, picnic shelter/training lab, a pier, and would also include work on the dam, spillway, draining and dredging.

Parks & Recreation Director Baggs stated other items that need to be considered for the budget are the roofs over the dug-outs on Farrell Field, a picnic shelter in Sharpe Memorial Park, and the playground equipment in Sharpe Memorial Park.

Parks & Recreation Director Baggs stated Pam Graham is working on a site plan to develop a coordinated garden plan for Aberdeen Lake Park and she will have this item back to the Board within a month. Parks & Recreation Director Baggs stated Phase II of the building is another consideration and the last cost estimate was \$2,000,000 for Phase II. Parks & Recreation Director Baggs stated additional fences are also needed to define the parking areas and the estimated cost would be somewhere between \$5,350 to \$6,976. Commissioner Wright thought the fences should be a priority. Parks & Recreation Director Baggs stated the fences are a priority. Parks & Recreation Director Baggs stated gates are also needed to control the entrance into the park and open areas.

Commissioner McMurray asked what the status is on a sign for Aberdeen Lake Park. Parks & Recreation Director Baggs discussed the different options for signage. Parks & Recreation Director Baggs stated she will look into the price for a monument sign. Mayor Pro-tem Farrell stated he would like to see the sign dressed up and maybe slots for letters to display information. Parks & Recreation Director Baggs stated she will bring this item back to the Board once she has more information.

Parks & Recreation Director Baggs stated Colonial Heights Park needs a fence around the perimeter, and the estimated cost would be between \$28,361 to \$37,500. Parks & Recreation Director Baggs stated repairing the exterior of the concession stand and restroom

would be an estimated cost between \$32,000 and \$38,000. Parks & Recreation Director Baggs stated the fields at Colonial Heights Park are sloping the wrong direction, and it is not safe for participants. Parks & Recreation Director Baggs stated a gentleman came out and quoted \$6,000 for each field to bring them up to where they need to be.

Commissioner McMurray asked who is in charge of the concession stand at Colonial Heights Park. Parks & Recreation Director Baggs stated a lady named Anita will be running the concession stand beginning this spring hopefully.

Parks & Recreation Director Baggs stated two new basketball goals are needed for the 5-8 year old basketball league. Parks & Recreation Director Baggs stated the estimated cost would be \$1,500 to replace the basketball goals.

Parks & Recreation Director Baggs stated there are currently 5 computers in the Parks & Recreation Department. Parks & Recreation Director Baggs stated the computers range from 4-8 years old. Parks & Recreation Director Baggs stated Parks and Recreation staff is looking into adding registration online software. Parks & Recreation Director Baggs stated the desktops are currently running around \$800 each, or laptops could be purchased for a cheaper price.

Parks & Recreation Director Baggs went over the current staff at the Parks & Recreation Department, and stated there is only one person to take care of five parks currently. Parks & Recreation Director Baggs stated community service workers are also used to assist with parks maintenance.

Parks & Recreation Director Baggs stated last fall she and her staff discussed staff reorganization within the Parks & Recreation Department. Parks & Recreation Director Baggs stated duties were discussed, training, and current salaries. Parks & Recreation Director Baggs stated Sallie Reinsel turned in her 2-week resignation mainly because of her low salary compared to surrounding communities. Parks & Recreation Director Baggs stated the State of NC has done a salary study and she has seen comparisons between different Parks & Recreation departments, and feels that Aberdeen is below where it needs to be.

Parks & Recreation Director Baggs stated 575 programs have been offered by Aberdeen Parks & Recreation over the past year. Parks & Recreation Director Baggs stated 325 rentals have been held over the past year. Commissioner McMurray asked the status on the dance floor and Parks & Recreation Director Baggs explained that storage of the dance floor is an issue because enough storage space is not available. Commissioner McMurray asked Parks & Recreation Director Baggs to follow up on the gentleman that was willing to donate \$500 towards a dance floor for the Recreation Station. Mayor Pro-tem Farrell discussed the free dance floor the Town could get. The Board discussed the issue of the dance floor, and Mayor Pro-tem Farrell felt it would really be nice to have a dance floor.

Parks & Recreation Director Baggs discussed the special events hosted by Parks & Recreation, and also the many sponsorships that Aberdeen Parks & Recreation participates in.

Parks & Recreation Director Baggs discussed the fees and charges currently charged with residents versus non-residents. Parks & Recreation Director Baggs stated when school is in session, vandalism does not seem to happen as often, but when school is out vandalism increases. Commissioner Wright asked Parks & Recreation Director Baggs to bring information on fees local competition charges and let the Board review.

Fire Chief Richardson stated the goals for the Fire Department for the upcoming year are going to be:

- Implementation of the VIPER system
- Maintain response times
- Development and implementation of “taking care”

Fire Chief Richardson stated the VIPER system has been chosen as the communication system for the county. New radios will have to be installed in all of the vehicles. Training will need to be provided, and testing will need to be conducted. The cost of installation for VIPER mobiles as it stands right now, will be 12 units needed at \$350 each for a total of \$4,200.

Fire Chief Richardson stated response times are 838 calls inside the city limits this past year, and 602 calls outside of the city limits. Fire Chief Richardson stated the average response time is 4 minutes 48 seconds outside of the city limits, and 3 minutes 32 seconds within the city limits.

Fire Chief Richardson showed a graph of how calls have increased over the past several years. Fire Chief Richardson stated 39% of the calls were mutual aid, 58% were inside the city limits, and 3% in the outside district.

Fire Chief Richardson discussed the “taking care” program he has been thinking about. Fire Chief Richardson stated what he would like to do is establish a data base of special needs citizens, and involve citizens in taking care of each other. The Board thought the program sounded like a great idea.

Fire Chief Richardson showed his capital outlay plan. Fire Chief Richardson stated he is behind on replacing staff vehicles, but Chief Connor is going to pass down some old police vehicles to help them get by for now.

Fire Chief Richardson discussed future considerations of an additional 2 personnel per shift, since multiple calls are received at once. Fire Chief Richardson stated he is not saying he has to have 6 additional personnel right now, but he’s hoping he can continue to apply for grants to help with adding additional personnel. Fire Chief Richardson stated the grant he just applied for would cover 100% of the cost for adding 6 additional personnel for a 2 year period. Fire Chief Richardson stated the ladder truck is 55’ and 21 years old, and the maintenance costs are increasing. Fire Chief Richardson stated another consideration is a substation/merger with Crestline, especially due to the growth of the response area and increase in population.

Commissioner Wright stated he is very proud of the new Fire Department expansion project, and he thinks the Fire Department staff did a wonderful job. All closing paperwork will take place by the end of this month. Mayor Pro-tem Farrell thanked all of the Fire Department staff too for their hard work. Fire Chief Richardson stated March 25<sup>th</sup> will be the date for the open house.

With no further items for discussion or review, a motion was made by Commissioner Wright, seconded Commissioner Parker to adjourn the Work Session. Motion unanimously carried.

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Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on March 8, 2012

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Robert A. Farrell, Mayor Pro-tem

Minutes were adopted  
March 12, 2012