



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

BOARD OF COMMISSIONERS WORKSHOP

December 15, 2020

6:30pm

Pledge of Allegiance Moment of Prayer

Interview Potential Candidates for Advisory Boards (*Commissioners*)

1. 6:35-6:40 Brian Hawley (ABC, Planning In-Town)
2. 6:40-6:45 Howard Babbitt (ABC)
3. 6:45-6:50 Philip Allen (ABC)
4. 6:50-6:55 Tom Taylor (ABC)
5. 6:55-7:00 Courtney Jusnes (ABC)
6. 7:00-7:05 Robert Frey (ABC, Planning In-Town)
7. 7:05-7:10 Lee Marshall (Planning ETJ)
8. 7:10-7:15 Elaine Blackman (Library)

Old Business:

1. Parking Lot Improvement Project #1 (**See attachments**) - Gerry
2. Main Street Designation/Downtown Manager Position (**See attachments**) - Gerry

New Business:

1. Grant Award-Harnett County Grassroots Arts Program (*Sean Johnson*)
2. Personnel Policy Updates (**Action Required**) - Gerry
3. Process to Replacement Commissioner Craig Honeycutt (**Action Required**) – Dan

Advisory Board Term Expirations as of December 31st:

ABC Board – 3yr Term

Philip Allen
Tom Taylor

Planning Board - 2yr Term

Chris Wagner (In-Town)
Lee Marshall (ETJ)
Jr. Price – Resigned (In-Town)*

Library Board – 3yr Term

Elaine Blackman
1 open vacancy

Mainstreet Committee – 3yr Term

Ty Cobb – Resigned

**The candidate that replaces Jr. Price will complete his term that expires December 31, 2021*

Advisory Board Candidates:

ABC Board – 3yr Term

Brian Hawley
Howard Babbitt
Philip Allen
Tom Taylor
Courtney Jusnes
Robert Frey

Planning Board - 2yr Term

Brian Hawley (In-Town)
Lee Marshall (ETJ)
Robert Frey (In-Town)

Library Board – 3yr Term

Elaine Blackman
1 open vacancy

Mainstreet Committee – 3yr Term

1 open vacancy



September 29, 2020

Town of Angier
Attn: Veronica Hardaway

I am resigning from the Town of Angier Downtown Advisory Committee, effective September 29, 2020. I have enjoyed working with the group and the town, and I wish them success in their endeavors.

Sincerely,

A handwritten signature in black ink that reads 'Ty Cobb'. The signature is fluid and cursive, with the first name 'Ty' and last name 'Cobb' clearly distinguishable.

Ty Cobb

11 N. Dunn St.
P. O. Box 1810
Angier, NC 27501

919-639-2300
1-800-971-5066
cobbinsure@embarqmail.com

Veronica T. Hardaway

From: George Price "Junior" <jprice@rgc-inc.com>
Sent: Monday, October 12, 2020 10:41 AM
To: Sean A. Johnson
Cc: Gerry D. Vincent; Michael W. Hill; Loru B. Hawley; Alan Coats (wacinny@aol.com); appalusaspots@yahoo.com; Veronica T. Hardaway
Subject: Angier Planning Board

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

It has been an honor to serve on the Planning Board for the last few years. It has been a pleasure being a part of the Angier Planning board. I am so proud of all we have accomplished in the past years, and I have no doubt the board will continue these successes in the future.

That said I feel that it time for me to resign my position, and focus on some other areas of my future. Please consider my resignation effective 10/12/2020.

Best regards



George C Price Junior
Corporate Safety Director-RGC
919-586-4722- Mobile
919-779-8890-Office
919-779-8992-Fax



Town of Angier
Advisory Board Application

Name: Hawley Brian L
(Last) (First) (MI)

Home Address: _____

Email: brianus81@gmail.com

Telephone Numbers: 919-275-9216 910-308-7750
(Home) (Mobile) (Work)

Date of Birth: 5/8/1968 ☐ Male ☐ Female

List below in priority order the Board on which you wish to serve:

1st ABC - 3yr Term
Library Board - 3yr Term

2nd Planning Board (In-Town) - 2yr Term
Planning Board (ETJ Member) - 2yr Term

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: Student Occupation: Non Profit Director

Do you reside within the Town Limits of Angier? ☒ Yes ☐ No

Length of Residence in the Town of Angier: 17 Years _____ Months

Civic or Service Organization Experience: American Legion - Various posts & positions
VFW Harnett County Veteran Council

Town Boards previously served on and year(s) served: Ø

Please list any other Boards on which you currently serve: ☒ Non profit Board of Directors - Veteran Harbor Inc.

Please provide a brief summary outlining why you wish to serve on a board you have indicated:
Passionate on providing servant leadership experience to increase quality of life for the Angier Community - Extensive private, and public, and non profit experience as well as formal education on policy analysis would bring needed value to develop team culture within Angier and raise trust in government processes.





Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

☒ Yes, if appointed, I pledge to comply with the following ethics guidelines for boards as adopted by the Town of Angier.

Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest in which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

If the board believes he/she has a conflict of interest, then the member should ask the board to be excused from voting. The board should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the board establishes a conflict of interest, then the board member shall remove themselves from the voting area.

Any board member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethic guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the board should excuse himself/herself from voting. The board may request the Town Attorney to respond in writing.

I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Angier Board, Commission, or Committee and that final appointment is made by the Angier Board of Commissioners.

Printed Name:

Brian L Hawley

Signature:

Brian L Hawley

Date:

9/16/2020

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:

Veronica Hardaway, Town Clerk

PO Box 278

Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

received
9/17/20



Town of Angier

Advisory Board Application

Name: Babbitt Howard P
(Last) (First) (MI)

Home Address: 56 E Williams St Angier NC 27501

Email: nbabbitt@ncparkrentals.com

Telephone Numbers: — 919 796 9112 919 639 3433
(Home) (Mobile) (Work)

Date of Birth: 3/10/66 ☒ Male ☐ Female

List below in priority order the Board on which you wish to serve:

- | | |
|--|---|
| <input checked="" type="checkbox"/> ABC – 3yr Term | <input type="checkbox"/> Planning Board (In-Town) – 2yr Term |
| <input type="checkbox"/> Library Board – 3yr Term | <input type="checkbox"/> Planning Board (ETJ Member) – 2yr Term |

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: Harlan Realty Corp of NC - Property MGR
Carolina Tech + Spc Occupation: partner

Do you reside within the Town Limits of Angier? ☐ Yes ☒ No

Length of Residence in the Town of Angier: 12 Years 6 Months

Civic or Service Organization Experience: Childrens Museum of Iredell County,
FVAA, Angier Chamber of Commerce

Town Boards previously served on and year(s) served: none

Please list any other Boards on which you currently serve: Angier Chamber of Commerce

Please provide a brief summary outlining why you wish to serve on a board you have indicated:
my many years of business experience will help guide
and lead the ABC in making sound decisions, enabling
growth and profitability





Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

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Printed Name: Howard Babbitt

Signature: [Signature] Date: 9/23/20

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:
Veronica Hardaway, Town Clerk
PO Box 278
Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

*received
9/23/20*



Town of Angier

Advisory Board Application

Name: ALLEN PHILIP

Home Address: 9724 BITTER MELON RD ANGIER, NC 27501

Email: PHILIP@HIRESTERAUTOMOTIVE.COM

Telephone Numbers: 919-524-2183
(Home) (Mobile) (Work)

Date of Birth: 6/25/76 ☒ Male ☐ Female

List below in priority order the Board on which you wish to serve:

- | | |
|--|---|
| <input checked="" type="checkbox"/> ABC - 3yr Term | <input type="checkbox"/> Planning Board (In-Town) - 2yr Term |
| <input type="checkbox"/> Library Board - 3yr Term | <input type="checkbox"/> Planning Board (ETJ Member) - 2yr Term |

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: JOHN HIRESTER Occupation: SALES MANAGER

Do you reside within the Town Limits of Angier? ☒ Yes ☐ No

Length of Residence in the Town of Angier: 12 Years 2 Months

Civic or Service Organization Experience: CHAMBER OF COMMERCE, LIONS CLUB

Town Boards previously served on and year(s) served: ABC 12 YEARS

Please list any other Boards on which you currently serve: NONE

Please provide a brief summary outlining why you wish to serve on a board you have indicated:

TO CONTINUE HELPING THE TREMENDOUS GROWTH OF THE TOWN & LOCAL





Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

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If the board believes he/she has a conflict of interest, then the member should ask the board to be excused from voting. The board should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the board establishes a conflict of interest, then the board member shall remove themselves from the voting area.

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I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Angier Board, Commission, or Committee and that final appointment is made by the Angier Board of Commissioners.

Printed Name: Philip Allen

Signature: [Signature]

Date: 9/2/20

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:

Veronica Hardaway, Town Clerk

PO Box 278

Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

*Received
9/23/20*



Town of Angier

Advisory Board Application

Name: TAYLOR THOMAS S.
(Last) (First) (MI)
Home Address: 871 N. BENTON ST. ANGIER NC 27501

Email: ttaylor372@aol.com

Telephone Numbers: 919.639-9444 919.796-6738
(Home) (Mobile) (Work)

Date of Birth: 07/06/1939 ☒ Male ☐ Female

List below in priority order the Board on which you wish to serve:

<input checked="" type="checkbox"/> ABC - 3yr Term	<input type="checkbox"/> Planning Board (In-Town) - 2yr Term
<input type="checkbox"/> Library Board - 3yr Term	<input type="checkbox"/> Planning Board (ETJ Member) - 2yr Term

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: _____ Occupation: RETIRED

Do you reside within the Town Limits of Angier? ☒ Yes ☐ No

Length of Residence in the Town of Angier: 23 Years _____ Months

Civic or Service Organization Experience: FORMER CHAIR HARNETT CO. BOARD of ADJ.
PAST PRESIDENT ANGIER CHAMBER, PAST CHAIR HARNETT UNITED WAY,
PAST GOVERNOR NC DISTRICT of OPTIMIST INTERNATIONAL

Town Boards previously served on and year(s) served: _____
ANGIER PLANNING BOARD 2016-2018
ANGIER TOWN MANAGER 1996-2002

Please list any other Boards on which you currently serve: _____
IMMEDIATE PAST PRESIDENT NC ASSOCIATION of ABC BRANDS
CHAIR BSA TROOP 444 TRUMP COMMITTEE

Please provide a brief summary outlining why you wish to serve on a board you have indicated:
ANGIER IS MY HOME AND I WANT TO SERVE IN ANY WAY I CAN
TO MAKE ANGIER AN EVEN BETTER PLACE TO LIVE.





Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

☒ Yes, if appointed, I pledge to comply with the following ethics guidelines for boards as adopted by the Town of Angier.

Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest in which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

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Printed Name: THOMAS S. TAYLOR

Signature: Thomas S. Taylor Date: 22 SEP 2020

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:

Veronica Hardaway, Town Clerk
PO Box 278

Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

*received
9/28/20*



Town of Angier
Advisory Board Application

Name: Jusnes Courtney P
(Last) (First) (MI)
Home Address: 574 N. Broad St E Angier
Email: CourtneyJusnes@gmail.com
Telephone Numbers: 919-757-4558
(Home) (Mobile) (Work)
Date of Birth: 4/13/87 ☐ Male ☒ Female

List below in priority order the Board on which you wish to serve:

<input checked="" type="checkbox"/> ABC - 3yr Term	<input type="checkbox"/> Planning Board (In-Town) - 2yr Term
<input type="checkbox"/> Library Board - 3yr Term	<input type="checkbox"/> Planning Board (ETJ Member) - 2yr Term

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: Self Occupation: General Contractor/Design

Do you reside within the Town Limits of Angier? ☒ Yes ☐ No

Length of Residence in the Town of Angier: 4 Years 6 Months

Civic or Service Organization Experience: _____

Town Boards previously served on and year(s) served: Angier Planning Board since July 2020

Please list any other Boards on which you currently serve: Angier Planning Board since July 2020

Please provide a brief summary outlining why you wish to serve on a board you have indicated:
I want to serve my community & contribute to its growth for the future.



Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

☒ Yes, if appointed, I pledge to comply with the following ethics guidelines for boards as adopted by the Town of Angier.

Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest in which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

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I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Angier Board, Commission, or Committee and that final appointment is made by the Angier Board of Commissioners.

Printed Name: Courtney Jusnes

Signature: *Courtney Jusnes*

Date: 11-7-2020

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:
Veronica Hardaway, Town Clerk
PO Box 278
Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

Received
11/7
CH



Town of Angier
Advisory Board Application

Name: Frey Robert A.
(Last) (First) (MI)

Home Address: 179 Windsor drive, Angier, NC 27501

Email: RF23635@hotmail.com

Telephone Numbers: 919-818-1094 " " 910-892-9175
(Home) (Mobile) (Work)

Date of Birth: 02/18/1978 ☒ Male ☐ Female

List below in priority order the Board on which you wish to serve:

☒ ABC - 3yr Term
☐ Library Board - 3yr Term

☒ Planning Board (In-Town) - 2yr Term
☐ Planning Board (ETJ Member) - 2yr Term

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: Parker & Frey, PLLC Occupation: A Horney

Do you reside within the Town Limits of Angier? ☒ Yes ☐ No

Length of Residence in the Town of Angier: 13 Years Months

Civic or Service Organization Experience: Volunteer, Harnett Correctional Inst.
2004-2016

Town Boards previously served on and year(s) served: N/A

Please list any other Boards on which you currently serve: N/A

Please provide a brief summary outlining why you wish to serve on a board you have indicated:

Encouraged by friends & neighbors to do so. Assist town
with rapid growth.





Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

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I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Angier Board, Commission, or Committee and that final appointment is made by the Angier Board of Commissioners.

Printed Name: Robert A. Frey

Signature:  Date: 11-9-2020

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:

Veronica Hardaway, Town Clerk
PO Box 278
Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

*received
11/9/20
VA*



Town of Angier

Advisory Board Application

Name: MARSHALL H "Lee"
(Last) (First) (MI)
Home Address: 8051 NC 210 NORTH ANGIER NC 27501

Angier fire bod@gmail.com
Email: bod@gmail.com
Angier fire bod@gmail.com

Telephone Numbers: 919-639-6472 919-422-1550 same
(Home) (Mobile) (Work)

Date of Birth: 02/16/53

☒ Male ☐ Female

List below in priority order the Board on which you wish to serve:

<input type="checkbox"/> ABC – 3yr Term	<input type="checkbox"/> Planning Board (In-Town) – 2yr Term
<input type="checkbox"/> Library Board – 3yr Term	<input checked="" type="checkbox"/> Planning Board (ETJ Member) – 2yr Term

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: self employed Occupation: Floor installation

Do you reside within the Town Limits of Angier? ☐ Yes ☒ No

Length of Residence in the Town of Angier: 46 Years _____ Months

Civic or Service Organization Experience: Fire Dept. Board of Director ? 18 years
Co Chairman 8 year - Camp Clearwater Chapel Volunteer Fire fighter 40 yrs
Board of Adjustment - ? 8 year Volunteer Angier Rescue 10 yrs

Town Boards previously served on and year(s) served: Board of Adjustments 8 years
Planning Board 11 year?

Please list any other Boards on which you currently serve: ABRFD Board of Directors

Please provide a brief summary outlining why you wish to serve on a board you have indicated:

To help the surrounding towns and counties to work together, in planning for growth to make our community a better place to live and work.



Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

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I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Angier Board, Commission, or Committee and that final appointment is made by the Angier Board of Commissioners.

Printed Name: H LEE Marshall

Signature: H Lee Marshall Date: 10-14-20

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:
Veronica Hardaway, Town Clerk
PO Box 278
Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

*received
10/14*

Blue Cross of North Carolina



Town of Angier

Advisory Board Application

Name: Blackman Elaine 5
(Last) (First) (MI)

Home Address: 840 N Benton St 27501 (MI)

Email: elaineblackman@hotmail.com

Telephone Numbers: 919 639 4628 (Home) 919 631 3728 (Mobile) retired (Work)

Date of Birth: 5/16/57
☐ Male ☒ Female

List below in priority order the Board on which you wish to serve:

- | | |
|--|---|
| <input type="checkbox"/> ABC - 3yr Term | <input type="checkbox"/> Planning Board (In-Town) - 2yr Term |
| <input checked="" type="checkbox"/> Library Board - 3yr Term | <input type="checkbox"/> Planning Board (ETJ Member) - 2yr Term |

The Town of Angier appreciates your interest in serving on a Board. In order to consider this application and provide a sense of balance to various Boards, the Town of Angier requests that the following information be provided:

Employer: AC Dept of Commerce Occupation: retired March 31, 2020

Do you reside within the Town Limits of Angier? ☒ Yes ☐ No

Length of Residence in the Town of Angier: 43 Years Months

Civic or Service Organization Experience:

Town Boards previously served on and year(s) served:

Town of Angier Library Board (term expires 12/31/20)

Please list any other Boards on which you currently serve:

Harnett Co Library Board (term expires 12/31/20)

Please provide a brief summary outlining why you wish to serve on a board you have indicated:

As above you will see, I am not involved in multiple boards, I have been a member of the Angier & Harnett Co. Library boards for many years. The library is a vital part of our community and many positive changes have occurred during the past year ->

even with Covid. I had planned to spend
20 days a lot of things = I have actually
spent most of my time reading.

As we plan for the future growth of Anjia,
would like to continue to be an
advocate for the library and the individuals
call this great town - home.

Elaine Black



Town of Angier

Advisory Board Application

ETHICS GUIDELINES FOR TOWN BOARDS

(Please check if you agree)

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Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest in which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

If the board believes he/she has a conflict of interest, then the member should ask the board to be excused from voting. The board should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the board establishes a conflict of interest, then the board member shall remove themselves from the voting area.

Any board member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethic guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the board should excuse himself/herself from voting. The board may request the Town Attorney to respond in writing.

I certify that the above information is correct. I understand that this is an application to be considered for appointment to a Town of Angier Board, Commission, or Committee and that final appointment is made by the Angier Board of Commissioners.

Printed Name: Elaine Blackmon

Signature:  Date: 11/12/2020

Applicants are required to be a resident of the Town for In-Town positions and within the Town's ETJ for ETJ positions.

Return completed form to:

Veronica Hardaway, Town Clerk

PO Box 278

Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org

OLD BUSINESS
ITEM #1



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

October 13, 2020

Dear Merchants/Property Owners,

Due to the Cancellation of the October 20th Workshop

I hope everyone is well, healthy and safe during the extended Covid-19 pandemic.

At a recent workshop held by the Angier Board of Commissioners on September 15th, staff discussed the benefits of the parking lot improvements behind your business/property off of Broad Street East.

The Downtown Parking Lot Improvement Project would consist of acquiring small portions of property from each, as needed, based on an appraisal value by an independent firm. These improvements would consist of replacing old terracotta lines and replacing with new lines, which will increase water pressure and lessen future breaks for years to come. In addition, the Town is proposing to pave the parking area, stripe parking spaces, create loading zones, landscaping and construct a fully enclosed dumpster pad. The total estimated cost is valued at approximately \$250,000.

I have enclosed a proposed layout of the parking lot and renderings to give each of you a visual of the proposed plan. However, this project cannot move forward without your involvement and consideration. Therefore, the Angier Board of Commissioners are requesting your presence at the next regularly scheduled workshop on **November 17th**, at 6:30pm, located at the Board Room (Angier Public Library).

Thank you for your time and consideration.

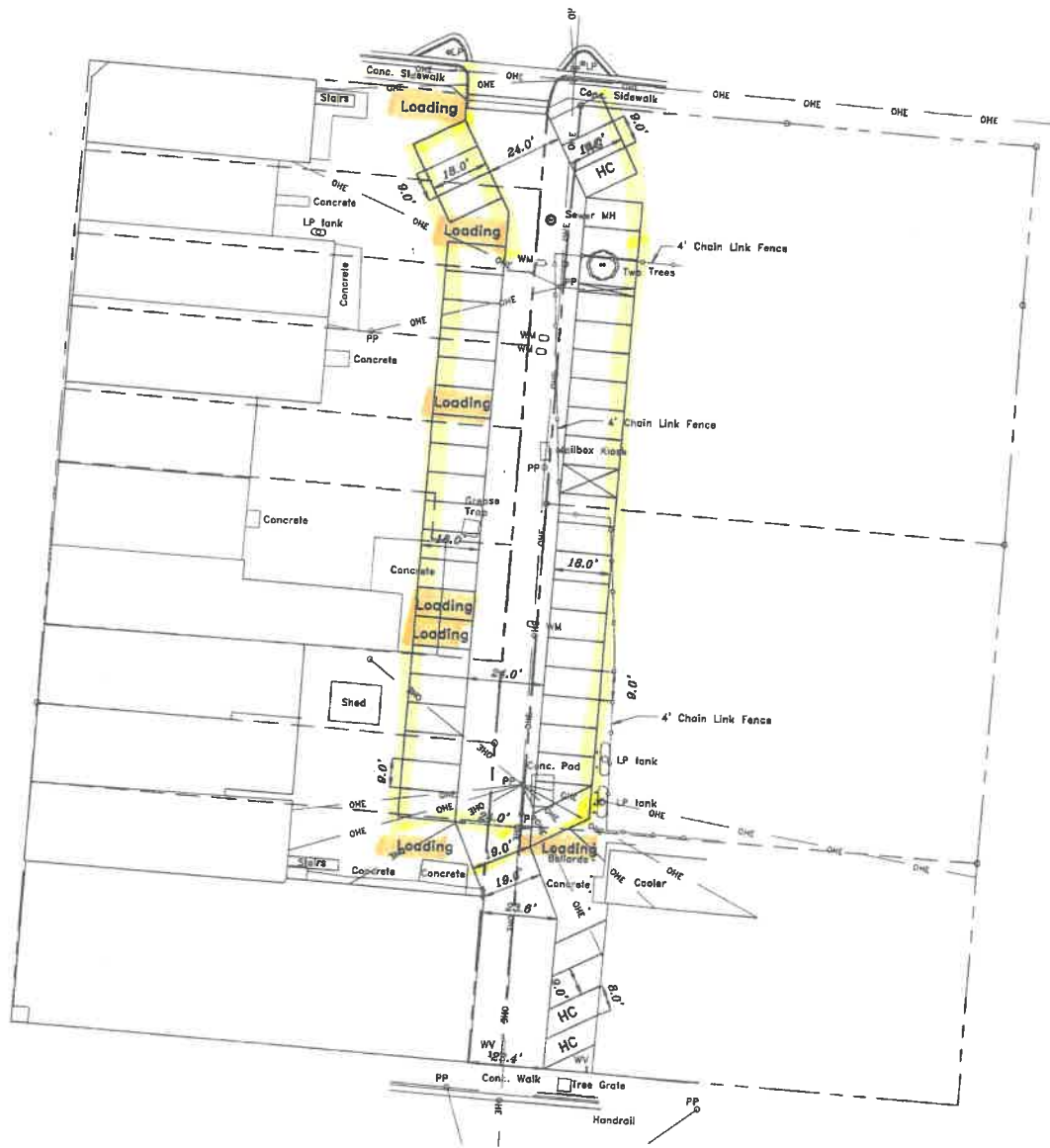
Very truly yours,

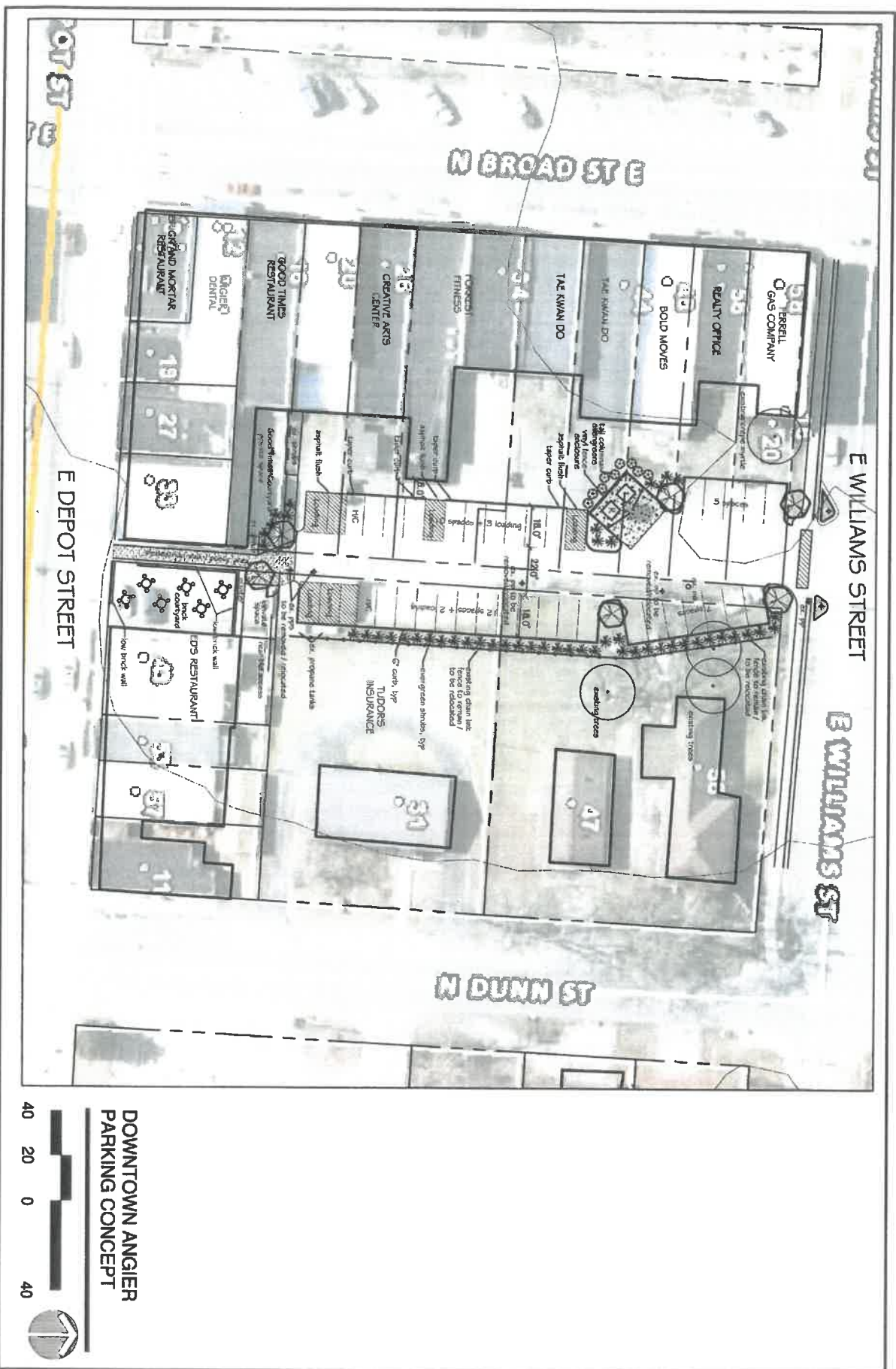
Gerald D. Vincent

NOT FOR LEGAL USE.



February 13, 2020





DOWNTOWN ANGIER **BLOCK IMPROVEMENTS**

Coaly
DESIGN
LANDSCAPE ARCHITECTURE
310/200 Parkman Street Suite G
Raleigh, NC 27601
919.539.1812

Pertinencia						
No.	Causa	España	Biz			

Date Received B.O.# _____
 Scale T-# _____
 Drawn by: K-A _____
 Checked By: N-M _____

Sheet No.

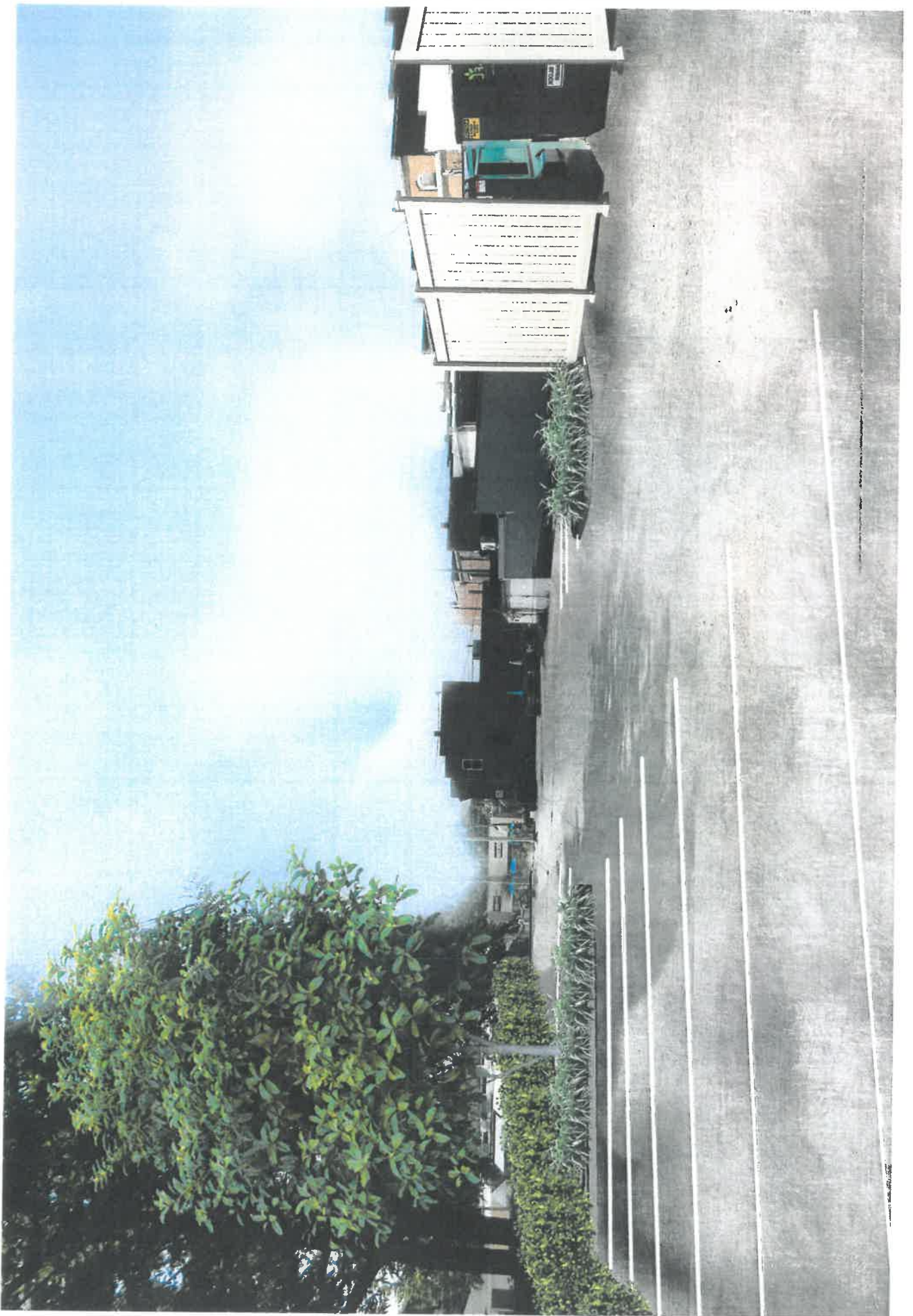
LA-1

of 1 sheet

PRE-DESIGN ENGINEER'S DEVELOPMENT OPINION OF COST
E. Depot Street and E. Lillington Street Parking Lot
Town of Angier, North Carolina

March 18, 2020

DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
SITE DEVELOPMENT:				
Mobilization	1	LS	4,000.00	4,000.00
Construction Staking	1	LS	750.00	750.00
Earthwork	1	LS	7,500.00	7,500.00
7" Stone Base	2800	SY	7.50	21,000.00
2-inch Asphalt Surface Course	350	TN	150.00	52,500.00
Pavement Striping	1	LS	750.00	750.00
Parking Space Curb Stops	75	EA	75.00	5,625.00
Landscaping	1	LS	15,000.00	15,000.00
Site Development Subtotal:				107,125.00
UTILITIES:				
Utility Easements	1	LS	25,000.00	25,000.00
New 2" WL	350	LF	12.00	4,200.00
Reconnect Water Services	12	EA	750.00	9,000.00
Replace 8" Sewer Line	350	LF	40.00	14,000.00
Reconnect SS to Existing Manholes	1	LS	2,800.00	2,800.00
Reconnect Sanitary Sewer Services	12	EA	500.00	6,000.00
Utilities Subtotal:				61,000.00
PARKING LOT DEVELOPMENT SUBTOTAL				\$168,125.00
CONSTRUCTION COST ESTIMATE SUBTOTAL				
10 % CONSTRUCTION CONTINGENCY				\$16,812.50
ENGINEERING, SURVEYING, AND PERMITTING				\$10,000.00
CONSTRUCTION BUDGET ESTIMATE (rounded)				\$195,000.00





OLD BUSINESS
ITEM #2

**TOWN OF ANGIER, NORTH CAROLINA
MARKETING & EVENTS COORDINATOR**

Salary Grade 13

Salary Range \$37,332.02 - \$55,998.03

Primary Reason Classification Exists

The Marketing & Events Coordinator will promote the Town of Angier to patrons and prospective businesses through strategic use of pertinent demographic and economic data, and other detailed information pertaining to the Angier Community. An employee in this position will also be responsible for planning and supervising Town events which celebrate community pride and promote local businesses. Candidates must be detail oriented and very organized in order to manage the many details of an event. Written and verbal communication skills are important due to interaction with a variety of people including elected officials, residents, developers, business owners, vendors and attendees. An employee in this class must be able work with tight deadlines, must be flexible to work occasional weekend hours and be capable of multi-tasking.

Distinguishing Features of the Class

An employee in this class is responsible for consulting with local officials, businesses, and community leaders for the purpose of promoting the Town of Angier. Primary objectives include further economic development in the Town through facilitating business expansion and retention, and attracting new businesses. A primary focus is the coordination and implementation of special events to promote the Town's businesses and related tasks. Work may also include the coordination of the physical, economic and social development of the Town to enhance the use of existing infrastructure to maintain and strengthen the tax base. Duties include development of data, statistics and publications which portray the economic potential of the Town; identification of prospective businesses; and maintaining proper records, reports and public information for the Town. Work requires considerable planning and timely execution of work. Employee must exercise independent judgment and simultaneously must consider financial, socioeconomic, legal and regulatory variables as they affect the Town. Work is performed under the general supervision of the Planning Director and is evaluated on attainment of specific performance objectives, personal observation, feedback from stakeholders, visitors, the general public and other performance criteria.

Illustrative Examples of Work Performed

- Develops strategies for economic development through utilizing the community's human and economic resources; becomes familiar with all persons and groups directly or indirectly involved in the Town's business community.
- Works in a professional manner in a team atmosphere with all Town Departments.
- Provides advice and information on successful management of assets and business related demographic information; encourages a cooperative climate between business interests and public officials.
- Advises merchants and the local Chamber of Commerce of the activities and goals of the Town; assists in the coordination of joint promotional events, such as festivals or cooperative

retail promotional events; improves the quality and success of events to attract people to Town, work with local media to ensure coverage and encourage design excellence in all aspects of promotion in order to advance an image of quality for the Town.

- Develops and maintains data systems to track the progress of Town events and economic development projects. Data collection includes economic monitoring, documentation of business growth and information on job creation and business retention.
- Represents the community at the local, state and national levels to important constituencies; speaks effectively on the Town's progress and direction as it relates to business growth. provides input on national economic development policies as they relate to communities.
- Manages expenditures from the line item accounts assigned to them by the supervisor; staying within budget; raises funds through soliciting donations and submitting grant applications.
- Schedules and organizes events within the town and coordinates with all Town Departments.
- Performs other related work as required

Knowledge, Skills, and Abilities

- Comprehensive knowledge of principles and practices of public/business administration as applied to natural resources, population, cultural features, and other economic and social matters.
- Thorough knowledge of government programs, laws, services, and government processes and procedures.
- Thorough knowledge of Microsoft Office computer software, working familiarity with other technology used to perform position duties; ability to read and interpret maps and graphs/charts.
- Working knowledge of municipal zoning, municipal framework, planning programs, and Ordinance requirements.
- Ability to interpret and apply broad trends to local circumstances
- Ability to make important judgements with regard to varied business matters of significance to the Town
- Ability to communicate effectively both orally and in writing
- Ability to plan, coordinate and supervise the work of others
- Ability to establish and maintain effective working relationships with municipal officials, employees, and the general public; exhibit a professional demeanor
- Ability to exercise judgment in decisions with confidential information, data, and materials in conformance with laws, regulations, and policies
- Ability to maintain moderately complex records and prepare written narrative reports including those requiring statistical summaries and charts
- Ability to plan and prioritize work functions and coordinate activities with management and other staff
- Ability to work evenings and occasional weekend hours

Physical Requirements

Work in this class is generally classified as sedentary work requiring the exertion of up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to move objects.

Work requires physical activity such as standing, walking, fingering, grasping, feeling and repetitive motion. Work also includes the ability to see, hear, talk, and physically move about the office. Visual acuity is necessary to read materials and operate computer terminals and other office equipment

Working Conditions

Work is performed primarily in a temperature controlled environment without exposure to harmful chemicals, personal danger, or other workplace hazards; however, a significant portion of time may be performed in an outside environment where the employee is not substantially exposed to adverse environmental conditions.

Education

Graduation from a four-year college or university with a degree in Business, Marketing, Public Administration, Urban Planning, Community Development or related field of study.

Experience

At least Three (3) years of directly related experience, or an equivalent combination of education and experience.

Special Requirements

Valid North Carolina driver's license

FLSA Status: Exempt

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Town of Angier reserves the right to assign or otherwise modify the duties assigned to this classification.

Gerry D. Vincent

From: Parham, Liz <lparham@nccommerce.com>
Sent: Wednesday, September 16, 2020 2:37 PM
To: Gerry D. Vincent
Subject: RE: [External] Town Of Angier

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Gerry – It was nice speaking with you.

The greatest benefit for staying in the Main Street program is the tremendous calendar of training opportunities that we offer our Main Street communities: Main Street Director's Meetings, Regional Meeting, Main Street Basic Training Courses and the largest statewide downtown revitalization conference in the country. In addition, there is an extremely knowledgeable Main Street network that can help a downtown director work through projects and problems, but we do require 40 hours a week dedicated for downtown for populations 5000-9999 (can be 2 part time people), and a full time Main Street director for populations 10,000 and above.

Liz

Elizabeth (Liz) H. Parham, CMSM
Director
NC Main Street & Rural Planning Center
Rural Economic Development Division
North Carolina Department of Commerce



NORTH CAROLINA
DEPARTMENT of
COMMERCE

919 814 4658 office
919-805-2067 mobile
lparham@nccommerce.com
ncmainstreetruralplanningcenter.com

Training
ncmainstreetandplanning.com

Results
[Annual Report](#)



Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties.



Name of City/Town: _____

Date: _____

2020-2021 Annual Agreement North Carolina Main Street® Designation

Designated Main Street communities (Main Street Director and Main Street Board Chair or City/Town Manager) must sign this document and return to the NC Main Street & Rural Planning Center no later than June 30, 2020 to remain active in the program.

A signed document confirms that the local Main Street program has a thorough understanding of the benefits and requirements of active participation in the NC Main Street program. In July 2020, so that the local government understand the benefits and requirements and as a means of communication, the NC Main Street & Rural Planning Center will send a signed copy to the Town/City Manager, if they were not required to sign.

Retain a signed copy for your records, and return an original, signed copy of the entire document by mail or a scanned, signed copy of the entire document by email (preferred method) no later than June 30, 2020, to:

To: Naomi Riley,
Coordinator, Downtown Services
NC Main Street & Rural Planning Center
4346 Mail Service Center
Raleigh, NC 27699-4346

Naomi.riley@nccommerce.com

Program Background

Nationally:

Main Street America™ has been helping revitalize older and historic commercial districts for nearly 40 years. Today it is a network of more than 1,200 neighborhoods and communities, rural and urban, who share both a commitment to place and to building stronger communities through preservation-based economic development. Main Street America is a program of the nonprofit National Main Street Center, a subsidiary of the National Trust for Historic Preservation.

Main Street America™ is a movement. Main Street America has been helping revitalize older and historic commercial districts for nearly 40 years. It is the leading voice for preservation-based economic development and community revitalization across the country. Made up of small towns, mid-sized communities, and urban commercial districts, Main

Street America represents the broad diversity that makes this country so unique. Working together, the programs that make up the Main Street America network help to breathe new life into the places people call home.

Main Street America is a mark of distinction. It is a seal, recognizing that participating programs, organizations, and communities are part of a national movement with a proven track record for celebrating community character, preserving local history, and generating impressive economic returns. Since 1980, over 2,000 communities have been part of Main Street, bringing renewed energy and activity to America's downtowns and commercial districts, securing \$79 billion in new investment creating 640,017 net new jobs and rehabilitating 284,936 buildings.

Main Street America is a time-tested strategy. Main Street America communities are encouraged to make use of a time-tested approach, known as the Main Street Approach. The Main Street Approach is rooted in a commitment to broad-based community engagement, a holistic understanding of the factors that impact the quality of life in a community, and strategic focus on the core principles of downtown and neighborhood revitalization: Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization. For more information, visit www.mainstreet.org.

In North Carolina:

The NC Main Street & Rural Planning Center within the N.C. Department of Commerce, is the licensed agency that is charged with administering the Main Street program throughout the state. The Center is committed to following the program guidelines and licensing agreement as outlined by the National Main Street Center and signed by the N.C. Department of Commerce.

The N.C. Department of Commerce designates communities as a "North Carolina Main Street community". When designated, the local city or town government, and specifically the chief elected official, is notified of the designation. The city or town government determines who will administer the Main Street program at the local level and the city or town manager communicates that information to the N.C. Main Street & Rural Planning Center. From time-to-time, that administration may change. If there is a change, this document outlines the **steps** that must be followed for a change in local administration to occur.

Since 1980, over 111 communities have directly benefitted from the North Carolina Main Street program, bringing economic strength to North Carolina's downtown commercial districts, securing \$3.25 billion in new investment creating more than 27,000 net new jobs and rehabilitating 6,600 buildings.

Benefits for NC Main Street Communities

North Carolina Main Street communities benefit from the following:

Partnership:

- Communities selected to participate in the Main Street program become partners with the North Carolina Department of Commerce, NC Main Street & Rural Planning Center in a long-term, asset-based economic development effort that has proven to have a positive impact on investment and job creation.
- Main Street communities are limited in number and therefore receive focused and personal attention from NC Main Street staff.
- North Carolina communities are selected through a competitive process and only a few are designated; therefore, Main Street designation is an honor bestowed upon only a few special communities.
- In the first three years of a local Main Street program, the state of North Carolina invests approximately \$100,000 in on-site visits, training and technical assistance. After the initial start-up phase, the state annually invests approximately \$5,000 in each Main Street community in the form of ongoing town-specific technical assistance, and statewide and on-site training for directors and volunteers.

Training:

- Main Street communities are eligible to attend and participate in the NC Main Street Conference, NC Main Street Basic Training, Board and Committee Training, NC Main Street Directors' Meetings, Biannual Regional Meetings, and subject specific workshops.
- Designated North Carolina Main Street communities receive two free registrations to the North Carolina Main Street Conference held in March.

Technical Assistance:

- The North Carolina Main Street program staff guides designated communities through a strategic planning process which helps communities create a vision, develop strategies and produce action plans so that limited resources are focused, and results are magnified.
- The North Carolina Main Street staff guide participating communities through board development, volunteer development and downtown director training.
- The North Carolina Main Street staff provide guidance and support to communities on ways to find and develop financial resources.
- Property and business owners in Main Street cities receive free building exterior design recommendations from design specialists at the UNC-Greensboro School of Interior Architecture, in collaboration with the NC Main Street & Rural Planning Center staff.
- North Carolina Main Street staff has extensive experience in organizational development and nonprofit management, historic preservation, building rehabilitation, investment tax credits, incentive programs, tourism development, marketing, image building, special event development, communications, and a range of other pertinent areas.
- The North Carolina Main Street staff is among the nation's leading authorities on downtown development with experience helping North Carolina towns with revitalization challenges.
- The North Carolina Main Street staff assists communities with Main Street Director recruitment and selection.
- The North Carolina Main Street staff conducts an annual program assessment and review of each Main Street program.
- The North Carolina Main Street staff conducts an annual budget and salary analysis of Main Street programs.
- The North Carolina Main Street staff conducts an annual statistical data collection and analysis.

Network:

- North Carolina Main Street communities may use the Main Street trademarks on materials designed to promote the work of their program in collaboration with the State of North Carolina and the National Main Street Center.
- The North Carolina Main Street network possesses some of the most experienced downtown development professionals in the country.
- Main Street communities may take advantage of and participate in a special network of Main Street cities statewide and nationally, with over 1,600 communities across the nation, and 45 city, state, and regional Coordinating Programs, that participate in the Main Street program. This allows them to learn best practices, techniques and strategies for downtown development.

Funding:

- When available, Main Street communities are eligible to apply for Main Street Solutions Funds, or other such NC Main Street funding programs, to assist small business development and property rehabilitation.
- The NC Main Street & Rural Planning Center maintains and distributes a funding guide of federal, state, corporate and foundation sources commonly used for funding downtown projects.

Resources:

- Through the North Carolina Main Street program, communities can identify resource people, consultants and specialists on topics of interest to the community.

Economic Impact:

- Since 1980 when the program began, Main Street communities in North Carolina have had over \$3.25 billion in new investment in their downtowns, a net gain of over 6,500 new businesses and a net gain of over 27,000 new jobs. This is serious economic development!
- The North Carolina Main Street staff facilitate statewide economic impact studies and collects data to determine trends in Main Street and Small Town Main Street communities.

Recognition:

- Designated North Carolina Main Street communities are eligible to receive statewide recognition through the North Carolina Main Street Awards and Main Street Champions programs.
- In addition, designated communities are eligible for recognition by the National Main Street Center as a Nationally Accredited Main Street community.
- Designated North Carolina Main Street communities are eligible to apply for national recognition from the National Main Street Center through the Great American Main Street Awards® (GAMSA) program.
- North Carolina Main Street communities receive publicity about their programs through press releases distributed through the N.C. Department of Commerce, NC Main Street & Rural Planning Center newsletters and annual reports, Main Street presentations and the NC Main Street Center social media sites.

*Note – in the event of a natural disaster or pandemic event, programs and services may be changed, conducted virtually or cancelled in accordance to recommended guidelines from the Center for Disease Control and NC State Emergency Management.

Requirements of Designated N.C Main Street Communities

Main Street communities must be 50,000 and under in population at the time of designation.

1. Participate in all services provided to the local community by the NC Main Street & Rural Planning Center.
 2. Employ a full-time - 40 hours/week paid professional Main Street Director, who is dedicated to downtown and will coordinate and facilitate the work of the program. Communities with a population of 5,001-9,999 MAY employ two or more persons that equal one or more full-time equivalent position(s). One of the positions must be designated as the director. Communities with a population of 5,000 or less MAY employ a part-time - 20+ hours/week position paid professional Main Street Director.
 - The Main Street Director should be paid a salary consistent with those of other community development professionals within the city, state, or region in which the program operates.
 - The Director should be adequately trained — and should continue learning about revitalization techniques and about issues affecting traditional commercial districts.
 - The Director should have a written job description that correlates with the roles and responsibilities of a Main Street Director.
 - There should be a formal system in place for evaluating the performance of the Director on an annual basis.
 - Adequate staff management policies and procedures should be in place.
 3. Obtain a 501(c) 3, 4, or 6 nonprofit designation OR be designated as a department of the local municipal government.
 4. Establish broad-based support for the commercial district revitalization process with strong support from both the public and private sectors.
 - The Main Street organization should have the active participation of various stakeholders at the committee and board levels.
 - Participants should contribute financial, in-kind, and volunteer support for the revitalization program.
 - Participants should look for, and act on, opportunities to make connections between other programs or organizations in order to form partnerships that help further the revitalization process.
 - The program should include an ongoing process for volunteer recruitment, orientation, and recognition, constantly refreshing its pool of volunteers and involving new people each year.
 - The revitalization program has broad-based philosophical support from the community.
 - Municipal government demonstrates a philosophical commitment to commercial district revitalization.
 5. Establish and maintain an active Board of Directors and Committees using the Main Street Four-Point Approach® and develop a comprehensive Main Street Work Plan using the Main Street Four-Point Approach®.
- Main Street revitalization by nature is a community-driven process. Therefore, community members must take an active role in leading and implementing positive change. While the Director is responsible for facilitating the work of volunteers, this staff member is not tasked with single-handedly revitalizing the commercial district. The direct involvement of an active board of directors and committees are keys to success.

If a Main Street organization is housed within another entity (e.g., a community development corporation), it is still important to have its own board of directors and committee structure.

- The board is a working, functional board that understands its roles and responsibilities and is willing to put forth the effort to make the program succeed.
- Committee members assume responsibility for the implementation of the work plan.
- The program has a dedicated governing body, its own rules of operation, its own budget, and its own bylaws, and is empowered to carry out Main Street's mission, even if the Main Street program is a part of a larger organization.
- The board has well-managed, regular monthly meetings, with an agenda and regular distribution of minutes.
- Committees have regularly scheduled monthly meetings with an agenda that addresses the committee work plan.

6. Establish an annual work plan/planning process for downtown.

A comprehensive annual work plan provides a detailed blueprint for the Main Street program's activities; reinforces the program's accountability both within the organization and in the broader community; and provides measurable objectives by which the program can track its progress.

- The work plan should contain a balance of activities in each of the four broad program areas that comprise the Main Street approach — Economic Vitality, Quality Design, Effective Promotion, and Sustainable Organization.
- The work plan should contain measurable objectives, including timelines, budgets, desired outcomes, and specific responsibilities.
- The work plan should be reviewed, and a new one should be developed annually.
- Ideally, the full board and committees will be involved in developing the annual work plan. At a minimum, the full board should adopt/approve the annual work plan.
- The work plan should distribute work activities and tasks to a broad range of volunteers and program participants.
- There has been significant progress in each of the four points based on the work plan submitted for the previous year.

7. Adopt and exhibit a Historic Preservation Ethic and design management program.

Historic preservation is central to the Main Street program's purpose and is what makes historic and traditional commercial districts authentic places. Historic preservation involves saving, rehabilitating, and finding new uses for existing buildings, as well as intensifying the uses of the existing buildings, through building improvement projects and policy and regulatory changes that make it easier to develop property within the commercial district.

- The program has, or is working toward putting in place, an active and effective design management program (which may include financial incentives, design assistance, regulatory relief, design review, education, and other forms of management).
- The program encourages appropriate building renovation, restoration, and rehabilitation projects.
- When faced with a potential demolition or substantial structural alteration of a significant, historic, or traditional building in the Main Street district, the program actively works to prevent the demolition or alteration, including working with appropriate partners at the state, local, or national level to attempt to stay or alter the proposed activity; developing alternative strategies for the building's use; and/or educating local leaders about the importance of retaining existing buildings and maintaining their architectural integrity.

- The program works to find creative adaptive use, financing, and physical rehabilitation solutions for preserving old buildings.
 - The program recognizes the importance of planning and land-use policies that support the revitalization of existing commercial centers and works toward putting planning and land-use policies in place that make it as easy (if not easier) to develop property within the commercial district as it is outside the commercial district. Similarly, it ensures that financing, technical assistance, and other incentives are available to facilitate the process of attracting investment to the historic commercial district.
 - The program builds public awareness for the commercial district's historic buildings and for good design.
8. Demonstrate an established vision for downtown and a mission that defines the role of the organization that will manage the downtown initiative.
 - The organization has an appropriate written mission statement.
 - The mission statement is reviewed annually and updated as appropriate.
 - The organization has an appropriate written vision statement for downtown that is reviewed annually and updated as appropriate. The vision statement should define the economic potential of downtown.
 9. New Main Street Director attendance at Main Street Orientation, held each month in Raleigh, within three months of start date (if not previously attended).
 10. Main Street Director attendance at Main Street Basic Training each time there is a change in management (if not previously attended).
 11. Fund the local Main Street program through both public and private partnerships at a level allowing for full implementation of the program based on the Four-Point Approach® and the adopted annual work plan. The Main Street program's budget should be adequate to achieve the program's goals. The dollar amount that is "adequate" for a program budget may vary.
 - The budget should be specifically dedicated to revitalizing the commercial district.
 - The Main Street program's budget should contain funds adequate to cover the salary and benefits of staff; office expenses; travel; professional development; and committee activities.
 - Revenue sources are varied and broad-based, including appropriate support from the municipal government.
 - There is a strategy in place to help maintain stable funding.
 - There is a process in place for financial oversight and management.
 - Regular monthly financial reports are made by the treasurer to the board.
 12. Main Street Director's attendance at Main Street Directors' Meeting held once a year in August. (In the case of a vacancy or illness/emergency, a substitution for the director may be made for this meeting).
 13. Main Street Director (or Volunteer if Director cannot) attendance at a minimum of one of two bi-annual regional meetings each year. (Held in May and October/November.) *It is recommended that the Director attends both meetings, not just one.
 14. Main Street Director and a minimum of one volunteer attendance at the annual NC

15. Main Street Conference - (NCMS provides each designated MS community with two complimentary registrations).
16. Submit annual Statistical data in July and Budget & Salary information and Program Assessment Survey in January as requested to the NCMS Center.
17. Maintain an annual membership with the National Main Street Center at a \$375 [Main Street America Community Member](#) level.
18. Reimbursement of NC Main Street & Rural Planning Center's travel expenses, when traveling to the local community, at the IRS state rate plus meals at the state per diem rate and lodging in accordance to the NC Main Street & Rural Planning Center Travel Policy.
19. Main Street Program must also sign and follow the attached National Main Street sublicense agreement and must comply with all Accredited or Affiliate community requirements. Logos and Website language will be sent following receipt of signed agreements.

Documents Needed for a Change in Administration of the Local Main Street Program, including if the organization changes from a nonprofit, government or quasi-public-private structure to a different structure:

- The City/Town Council has the authority to designate another agency/entity to administer the Main Street program.
 - North Carolina Main Street Center requires:
 - A resolution from the City/Town Council that authorizes this change.
 - Minutes of the City/Town Council Meeting clearly demonstrating the majority vote.
 - Documentation demonstrating how the entity that will be administering the Main Street Program will address the items listed under the requirements section of this document.

Benefits of Membership with The National Main Street Center

Designated Main Street Member

(Required for all active, designated N.C. Main Street and Small Town Main Street communities)

As a Designated Main Street Member, your program is a recognized leader among the largest network of commercial district organizations in the world. Tap into the expertise of our large network of Main Street Programs, BIDs, CDC's, planners, local government agencies, consultants, and others to learn, research and share useful experience with each other. This guide explains the benefits of membership and how to access these tools.

We want you to get as much out of your membership as possible! Please contact us if you require any assistance with your benefits.

Your benefits include:

- Exclusive eligibility to be recognized as an Affiliate or Accredited Main Street America program;
- Exclusive eligibility to enter into a Licensing Agreement with the NMSC, or your Coordinating Program, to use Main Street America™ name and logo;
- Eligibility to apply for the Great American Main Street Awards and other special awards and grant programs.
- Up to six free sub-memberships to share access to resources with your team
- Access to The Point, our exclusive online member networking platform;
- Access to *Main Street News*, a weekly newsletter on new trends, stories from the field, and need-to-know information for those in the commercial district revitalization field;
- Members-only rates at the annual Main Street Now Conference, and the Main Street America Institute;
- *State of Main*, our annual printed publication;
- Access to our digital library of must-read revitalization publications and resource guides, including exclusive training materials on the Main Street Approach and full archives of the Main Street Now journal;
- Free online training opportunities;
- Full access to the Main Street Resource Center with sample documents, articles, reports, and more from your peers and experts in the field—all at your fingertips;
- Ability to post job openings for your local program through the National Trust for Historic Preservation's online Career Center.

- Access to tailored insurance products from the National Trust Insurance Services, LLC.
- Family level membership with the National Trust for Historic Preservation including a subscription to *Preservation* magazine.
- And more!

Annual Dues: \$375

Information from:

<https://www.mainstreet.org/join>

Signature Page

1. Designated Main Street City/Town:

(Please Print Clearly) _____

2. Name of Local Main Street Administrating Organization:

(Please Print Clearly) _____

3. Check Which One Applies:

- ☐ Public (City/Town) Administered
☐ Private (Non-Profit) Administered
☐ Quasi Public-Private (Town/Non-Profit) Administered

4. Name of Main Street Director: (Please Print Clearly)

Title: _____

Signature: _____

Date: _____

5a. For Quasi-Public-Private Administered OR Private Non-Profit Administered Programs:

Name of Main Street Board Chair: (Please Print Clearly)

Signature of Board Chair: _____

Date: _____

5b. For Public OR Quasi Public-Private Administered Programs:

Name of City/Town Manager: (Please Print Clearly)

Title: (Please Print)

Signature of City/Town Manager: _____

Retain a signed copy for your records, and return an original, signed copy of the entire document by mail or a scanned, signed copy of the entire document by email (preferred method) no later than June 30, 2020, to:

To: Naomi Riley,
Coordinator, Downtown Services
NC Main Street & Rural Planning Center
4346 Mail Service Center
Raleigh, NC 27699-4346

Naomi.riley@nccommerce.com

NEW BUSINESS
ITEM #2



Board of Commissioners Agenda Report

55 N Broad Street W.
PO Box 278
Angier, NC 27501
www.angier.org

MEETING DATE: December 15, 2020
PREPARED BY: Gerry Vincent, Town Manager ICMA-CM *el*
ISSUE Personnel Policy updates
CONSIDERED:
DEPARTMENT: Administration

SUMMARY OF ISSUE: Due to the pandemic (COVID-19) and some minor changes, staff is recommending necessary changes to the Board of Commissioners for consideration and approval. The recommended changes are as follows:

ARTICLE III. THE PAY PLAN

1. Section 32. Pay Upon Termination-clarifying "14" business days" for all regular employees and 30-day notice for department heads.

ARTICLE V. CONDITIONS OF EMPLOYMENT

2. Section 40. Work Schedule & Alternative Work Arrangements-Adding in an alternative work arrangement for employees during an emergency, inclement weather and/or pandemic.
3. Section 52. Attendance-clarifying an employee's responsibility when absent for more than three (3) days.

ARTICLE VII. HOLIDAYS AND LEAVES OF ABSENCE

4. Sections 67 & 70 Paid Holidays & Holidays-clarifying actual pay during a holiday for salaried and shift employees.
5. Section 76. Vacation Leave: Payment Upon Separation-Again, clarifying "14" business days.
6. Section 84. Bereavement Leave-Clarifying immediate family.
7. Section 91. Community Service Leave-Inserting a new section to offer community service leave for employees to give back to the community to assist with projects, a church function, a school activity and/or civic club project.

ARTICLE VIII. SEPARATION AND REINSTATEMENT

8. Section 92. Resignation-Clarifying "14" business days.

ARTICLE XIII. DRUGS, ALCOHOL & TOBACCO POLICY

9. Section 121. Purpose-Providing for a smoke free environment and workplace for all employees.

FINANCIAL IMPACT: There is no financial impact to be considered.

RECOMMENDATION: Authorize the Town Manager to implement and incorporate the above-mentioned changes into the Town of Angier's Personnel Policy, effective January 1, 2021.

REQUESTED MOTION: I recommend authorizing the Town Manager to incorporate the above-mentioned changes into the Town's Personnel Policy, effective January 1, 2021.

REVIEWED BY TOWN MANAGER: *Gerry Vincent*

Attachments: Personnel Policy Updates

NEW BUSINESS
ITEM #3

North Carolina, Harnett County
Town of Angier

Angier Board of Commissioners' Vacancy

The Town of Angier currently has a commissioners' vacancy within its Ward 4 corridor. If you are a resident within Ward 4, have an intense desire to serve the Town of Angier and want to improve the quality of life for its citizens, you are urged to complete the formal application process. Please note that attending evening meetings is mandatory for this post with some months requiring two to three evening meetings. Interested candidates must request an application packet from the Town Clerk and submit a completed packet along with a cover letter and personal resume to Angier Town Hall, PO Box 278, Angier, NC 27501; they may drop the documents of at Town Hall located at 55 N. Broad St. W.; or email to vhardaway@angier.org. Deadline to submit applications is January 11, 2021 by 5:00pm.

Veronica Hardaway, Town Clerk
Publish December 18th, 22, 29

North Carolina, Harnett County
Town of Angier

Public Notice of Meeting

The public is hereby notified that the Angier Board of Commissioners will convene during their regularly scheduled Work Session Meeting Tuesday, January 19, 2021, at 6:30pm. During that time, they will be interviewing candidates who desire to serve on the Board as a Ward 4 Commissioner. The Board will be discussing the vacancy in addition to screening the candidates' qualifications and eligibility to serve. This meeting will be held inside the Angier Municipal Building located at 28 N. Raleigh Street, Angier.

Veronica Hardaway, Town Clerk



Town of Angier

www.angier.org

Robert K. Smith
Mayor

Gerry Vincent
Town Manager

Veronica Hardaway
Town Clerk

To All Prospective Applicants to the Vacant Ward 4 Commissioner Seat:

On behalf of the Town of Angier, I would like to thank you for expressing interest in serving your community. If you are selected to serve, we trust that you will continue to have the best interests of this town as our Board continues to work together to make Angier a great place to live, work, and play.

In this packet you will find an application as well as a Ward 4 map with yellow highlighting the Ward 4 corridor. All qualified applicants **must** reside within Ward 4. Please contact Town Hall if you are uncertain of your particular area.

It is recommended that you submit a cover letter and personal resume highlighting your desire and your qualifications to serve in this capacity.

Again, thank you for your interest in serving the Town of Angier. If I may be of further assistance to you, please do not hesitate to contact me.

Sincerely,

Gerry Vincent
Town Manager



Town of Angier

Board of Commissioner Application

Name: _____ Date: _____
(Last) (First)

Home Address: _____

Email: _____

Telephone Numbers: _____
(Home) (Mobile) (Work)

Employer: _____ Occupation: _____

Do you reside within the Town Limits of Angier? ☐ Yes ☐ No

Length of Residence in the Town of Angier: _____ Years _____ Months

Have you ever run for office in an Angier general election? _____

What qualifications do you have that would make you a successful Commissioner?

Why would you want to serve as a Commissioner? _____

Why would you be an asset as a Commissioner with the Town of Angier? _____

What issues would you like to see the Board address? _____



Town of Angier
Board of Commissioner Application

(continued)

Prior Public Service

Board(s), Commissioners, Civic Groups, etc.

Dates From:

To:

Comments:

Any information you wish to share that has not been listed in the aforementioned sections:

Signature: _____

Date Signed: _____

Please complete this form in its entirety.

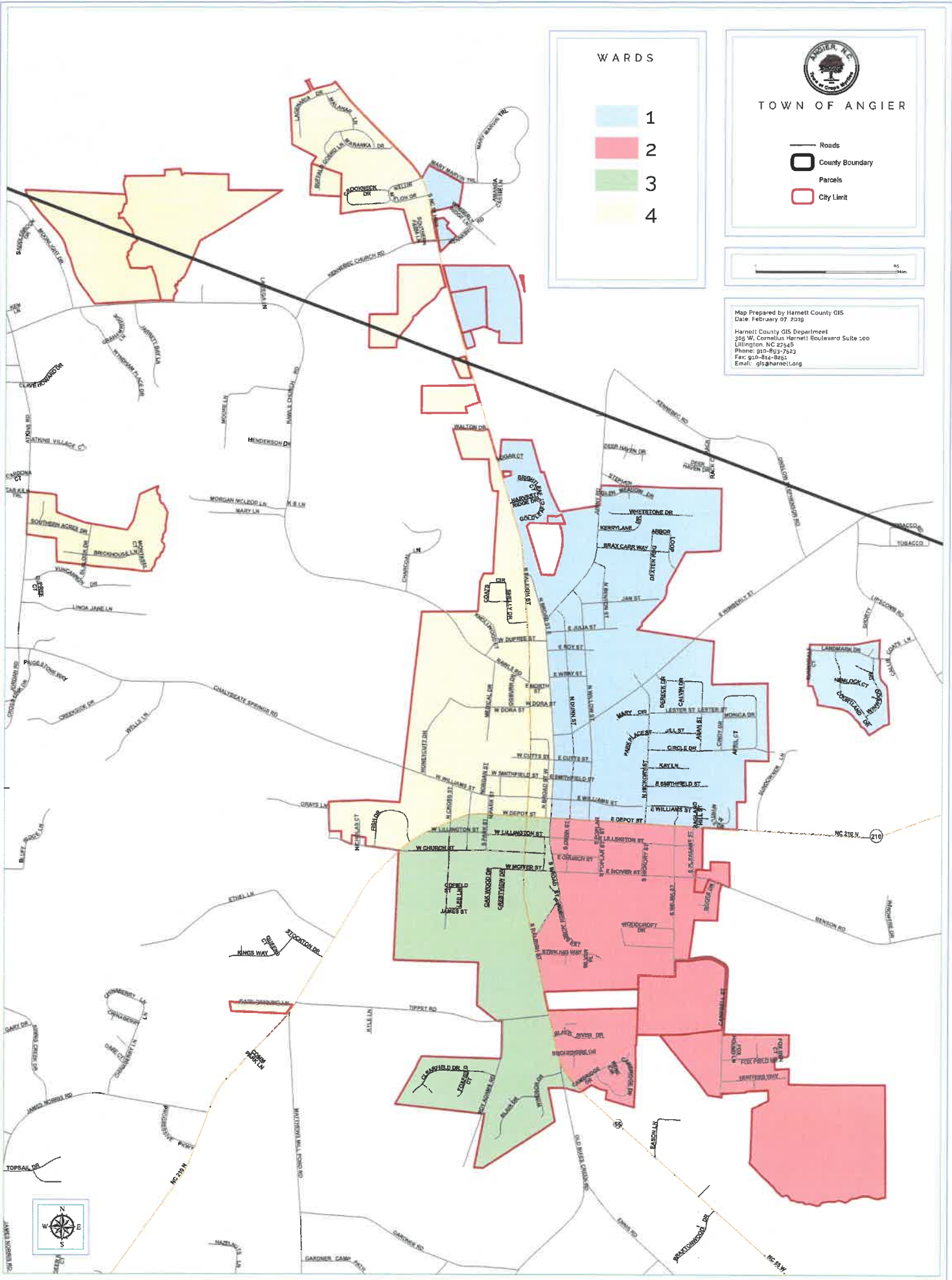
Return completed form to:

Veronica Hardaway, Town Clerk

PO Box 278/55 N. Broad St. W

Angier, NC 27501

Phone: 919.639.2071 Fax: 919.639.6130 Email: vhardaway@angier.org



WARDS

- 1
- 2
- 3
- 4



TOWN OF ANGIER

- Roads
- County Boundary
- Parcels
- City Limit

Map Prepared by Harnett County GIS
Date: February 07, 2019
Harnett County GIS Department
305 W. Cornelius Harnett Boulevard Suite 100
Lillington, NC 27548
Phone: 910-893-7423
Fax: 910-894-9881
Email: gis@harnett.org