

**MINUTES OF A RECONVENED BUDGET STUDY MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 6:30 P.M. ON THURSDAY, MAY 14, 2015 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

MEMBERS PRESENT

Rick Page	Mayor
Steve Burnette	Councilman
Al Hull	Councilman
John Jenkins	Councilman
Deborah Jordan	Councilmember
Taro Knight	Councilman
Carol F. Ruffin	Councilmember
Othar Woodard	Councilman

MEMBERS ABSENT

Garland Shephard	Councilman
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ALSO PRESENT

M Alan Thornton	Town Manager
Leslie M. Lunsford	Town Clerk
Anne Mann	Finance Director

**1. MEETING CALLED TO ORDER**

The meeting was reconvened by the Mayor at 6:30 p.m.

**2. TOWN MANAGER'S RECOMMENDATIONS**

**(1) FY 2015-2016 Budget Session**

Alan Thornton, Town Manager, gave an overview of the 2015-2016 FY budget and thanked staff for preparing the budget and Council for their involvement in the budget. He stated that the balanced budget addressed equipment issues for the Electric and Fire Departments, a water rate study, SmartGrid being scaled back to less than 500 customers, resurfacing funds and funds for a salary study. The 2015-2016 FY proposed budget includes merit raises. Alan Thornton did state that with the merit raise reinstated that the evaluation process would be reevaluated and department heads and employees would be trained on the new evaluation process. Council discussed employee incentives and the fact that the Town sends employees for training and the employees leave shortly after. Council discussed the employee salary study and decided to do the study this FY and try to work with the results of the study next fiscal year.

Councilman Woodard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council add a 1 ¼ cost of living raise to the proposed 2015-2016 FY budget.

Councilman Knight suggested possibly hiring youth during the summer to work in different departments to prepare them for future job opportunities.

Councilman Jenkins suggested increasing the parking ticket fees. He was told that staff would research General Statutes to determine if that was an option.

Councilmember Ruffin asked for an update on the Billboard project. She was told that the project is moving forward, the next step is to update the photos. Councilmember Ruffin also asked for an update on a new Town website. Anne Mann, Finance Director informed Council she had sent out RFP's and she was looking for referrals.

Councilman Burnette asked for the status on the Planning Director position. He was told that there were about 10 applications and that interviews would start soon.

Alan Thornton informed Council that he was working with the Tourism Development Authority and the Chamber of Commerce trying to get the agencies working together.

Councilmember Ruffin stated that she wanted to have Alan Thornton's evaluation information earlier and would have preferred to conduct the evaluation at this meeting. The evaluation did not take place at this meeting.

No further Budget Study Sessions were scheduled.

**3. ADJOURNMENT**

Councilman Knight made a motion, which was seconded by Councilman Jenkins and passed unanimously, that the meeting be adjourned.

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Rick Page, Mayor

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Leslie M. Lunsford, Town Clerk