

**Minutes of the Meeting of  
The Town Board of Commissioners  
Town of Hamilton, NC  
January 2<sup>nd</sup>, 2025**

The Board of Commissioners of the Town of Hamilton met in a regular meeting on Thursday January 2<sup>nd</sup>, 2025, at 07:05 p.m. at the Town Hall, 109 North Front Street Hamilton NC 27840.

**PRESENT**

**Mayor:** Ervin Williams.

**Commissioners:** William Freeman, Edgar Taylor, Brandon Raynor, Larry Jackson

**Absent:** Tamika Council

**Town Clerk & Finance Officer:** Allison Roebuck

**ABSENT:** NONE

**CALL TO ORDER**

The meeting was called to order by Mayor Williams, the prayer was given by Commissioner Jackson. The pledge was recited by all.

**Approval of the agenda or Adjustments to agenda**

Mayor Williams asked if there were any adjustments to the agenda or if the Board wished to remove or add them to the agenda.

*Motion to approve the agenda without adjustments was made by Commissioner Freeman, seconded by Commissioner Taylor. Motion unanimously carried 3-0.*

**Approval of Minutes**

*Motion to approve the minutes from December 5th, 2024, Monthly Board meeting made by Commissioner Jackson, seconded by Commissioner Freeman. Motion Carried 3-0.*

**PUBLIC COMMENT**

Patricia Moring was called on by Mayor Williams to discuss the State of the Town. Resident Moring concerns are along Long Street on the way to our Town's owned cemetery we have a broken down boat, grown up property, debris among the properties. Throughout the town there are 59 properties that are concerned with appearance. South Street two cars are unable to pass due to a car sitting in the road blocking that area. Several houses have trash cans that stay out on the side of the street. Greenville has started to fine anyone who is leaving out the trash cans we should be looking into to try to help with the appearance of the town. Long-time live-in town resident Elmer Price has recently passed away and once information for arrangements is released, she will get the information out to the residents. Comparison of Former Clerk Williams to Current Clerk Roebuck at last month's board meeting made by Commissioner Freeman should not have conducted himself in that matter. As to all employees, they do the best they can to maintain for the town and the positions they hold.

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Clerk Roebuck called Tim Devine from Hazen and Sawyer for the discussion for the Martin County Water and Sewer Partnership Evaluation. The presentation of the Hamilton Alternatives was issued to the commissioners for review. Mr. Devine discussed the status quo which consisted of supply, O&M billing and the definition of what the town would benefit from. MCRWASA and county partnership with the water source of surface and ground and O&M Billing. Alternatives presented for connections with the Oak City and Hassell connection sewer to Hamilton. Williamston and county partnership. Commissioner Raynor requested to know the information obtained for cost to the town of Hamilton for the partnerships with any of the alternatives. At this time the analysis has not been completed for operation or cost until Hazon and Sawyer are given which specific partnership the Town of Hamilton would choose before the cost would be broken down. Mr. Devine finished with issued survey and requested the board complete the survey and send it back to Hazon and Sawyer with their answers.

**OLD BUSINESS**

**DILAPIDATED PROPERTIES**

Commissioner Taylor gave an update on Dilapidated properties he has spoken with former Commissioner Stewart to try to contact Brandon Goss who owes property taxes. He talked to Penny Swain, Enforcement officer of Williamston who told him to contact our Towns attorney. Presented a letter requested to send a certified letter to the homeowner upon approval of our attorney. The letter would contain information about the violation of vegetation as well as a letter about the back taxes owed on location. Clerk Roebuck gave information to Commissioner Taylor with the correct number to our current town's attorney. Resident Moring requested they could also run an ad in the paper to reach out to the resident that way. Commissioner Raynor says that law enforcement could also assist with the outreach to contact the former residents.

**TOWN HALL GENERATOR**

Clerk Roebuck informed the board of commissioners that the commercial service agreement was completed and returned to Piedmont Natural Gas, attached copies issued to commissioners for their review. The agreement was signed and returned on December 5<sup>th</sup>, 2024, and we are awaiting the natural gas installation which they are planning to come out and start closer to the mid or end of January 2025.

**TOWN EMAIL ADDRESS**

Clerk Roebuck informed the board of commissioners we are processing the information to issue all new board members email addresses through Google as a Gmail address.

**CAMERAS**

Commissioner Raynor requested an update on CenturyLink or Brightspeed for installation of internet services at our Maintenance building so we could move forward with the camera installation in their area. Clerk Roebuck responded we are still awaiting the work order to be placed to come out to install internet at the location, we have not heard back from them at this time for installation or new pricing.

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**TREE PLANTING**

Commissioner Taylor presented two trees for the board of Commissioners to choose from for Martin County 250<sup>th</sup> year anniversary from Gurneys Seed & Nursery Co. A Sugar Maple Tree and a Scarlet Maple Tree. Each tree was reviewed by the board for description, growth rate, height, spacing and lighting. Upon review and discussion, the board picked a Scarlet Maple Tree to be ordered from Gurney's Seed & Nursery Co.

*Motion to approve the purchase of Scarlet Maple Tree by Commissioner Jackson, seconded by Commissioner Raynor. Motion Carried 4-0.*

**MOSQUITO SPRAY (HAMILTON RIDGE)**

Clerk Roebuck updated the board the after contracting Jodi who submitted the information to her officer manager she will return the approval or denial once they contact her back.

**CD UPDATE**

Finance Officer Roebuck informed the board after following up with Capital Management and Trust they treat the account as the money market and no cost will be penalized from their accounts for the transferring of money to our Southern Bank account. The Commissioner requested Roebuck to follow up with North Carolina State and Local Government Finance Division to make sure the town would not need approval from the state. Finance Officer Roebuck will follow up with their office and confirm approval for the purchase. Roebuck asked how much money would need to be moved or transferred so upon request she will know what we are requesting. Commissioners all agreed on a newer model truck so the transfer should be anywhere around the price range from \$45,000 and cap the price range no more than \$50,000.00.

**NEW BUSINESS**

**ROOF AT WWTP NEAR PENCO**

Finance Officer Roebuck requested the board to review the quotes sent in for Elite Roofing and Tim's Home Repair & Services. The first two quotes are for full removal and replacement of the entire roof and the second quote from Tim's Home & Repair Services only was to just replace and patch the bad shingles on roof as well as haul away old shingles. Mayor Williams asked to file the claim with our insurance company and Roebuck informed the mayor that the insurance agent requested we not file a claim for the replacement or repair to our insurance company. Roebuck had already reached us to Anchor Insurance Company to have an adjuster to come out and look at the Wastewater Treatment Plant roof for damage. The response from insurance agent was "I'm not saying there won't be coverage, but it needs to be worth filing plus there have been a few filed and I don't want them to have issues with this." The commissioners agreed to meet out at the location on Friday January 3<sup>rd</sup>, 2025, to see the repairs that are needed to be completed at location.

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**FINANCIALS/BUDGET AMENDMENTS**

Commissioner Raynor asked to review for the upcoming budget for the monthly expense of the Porta Johns rental payment in the amount of \$80 to Jeff's Portable Toilets. Raynor is requesting to see the upfront cost to install a bathroom in our Maintenance building.

Commissioner Jackson requested to look into the repair of the parking lot at Enda Andrews on the right side of the building in the bus parking lot. There is a massive hole which can be dangerous and needs to be repaired. Finance Officer Roebuck asked the board about the contract with the Economic Improvement Council, Inc and if it would be listed as their repair in the current contract or the town's responsibility to repair these areas of concern. Mayor Williams states that the hole at the location was there prior to their rental and the town would be responsible for the repairs needed to the parking lot.

Commissioner Raynor excused himself to leave to return to duty.

***Motion to approve the financials as presented by Commissioner Raynor seconded by Commissioner Council. Motion carried 3-0.***

**REPORTS**

Commissioner Jackson is starting a project at the school. It will be an ongoing project at Enda Andrews.

Commissioner Taylor had nothing to report at this time.

Commissioner Freeman read the maintenance report sent in by Maintenance Supervisor Mike Pickle. Water leak on Front Street across from Hamilton Hardware Store repaired; Bucket truck had to have outrigger ram rebuilt which started leaking while putting up Christmas decorations; Getting ready to start painting fence and Gazebo at the cemetery we have purchased the paint and the sprayer awaiting weather to permit to start painting; Fencing bordering Minnie Ebron property is falling over and needs to be rebuilt or taken down and replaced with chain link fence.

Commissioner Freeman referenced our fence at the maintenance shop suggested we need to contact Everett Fencing to repair and support the rails. Mayor Williams asked Commissioner Freeman to contact the fencing companies to see about the quotes and repairs.

Mayor Williams presented the board with information from the Commissioner Council Meeting on January 15<sup>th</sup> online via Zoom with Carol Reece from Electricities for Economic Development through the webinar. Commissioner Taylor asked if we would meet here at the Town Hall for a zoom meeting. Mayor Williams agreed to set the zoom meeting here on January 15<sup>th</sup> from 3-4PM to complete the webinar at Town Hall for any commissioner that would like to attend. EQWAG Grant was submitted on December 20<sup>th</sup>, 2024. Commissioner Taylor asked about the update on the Dollar Tree or Dollar General. Mayor Williams states that we are at a standstill awaiting the economy and the changing of presidents. He is uncertain what will happen with the economy. Calendar for February: Tuesday or Thursday Meeting with Randy Welch on February

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18<sup>th</sup> and 25<sup>th</sup> from 6PM – 8PM, upon clearing date and time with Commissioner Council and Commissioner Raynor.

**MOTION TO ADJOURN**

Mayor Williams entertained a motion to adjourn if there is no other business to cover at this time.

**Motion to adjourn made by Commissioner Jackson, seconded by Commissioner Taylor.  
Motion carried 3-0.**

Submitted By:

Approved By:

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Allison Roebuck, Town Clerk & Finance Officer

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Ervin Williams, Mayor