

**Minutes of the Meeting of  
The Town Board of Commissioners  
Town of Hamilton, NC  
October 4<sup>th</sup>, 2025**

The Board of Commissioners of the Town of Hamilton met in a regular meeting on Thursday October 2<sup>nd</sup>, 2025, at 07:04 p.m. at the Town Hall, 109 North Front Street Hamilton NC 27840.

**PRESENT**

**Mayor:** Ervin Williams

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

**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 Raynor. The pledge was recited by all.

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

*Motion to approve agenda without adjustments was made by Commissioner Raynor, seconded by Commissioner Taylor. The motion unanimously carried 5-0.*

**Approval of Minutes**

*Motion to approve the minutes from September 4<sup>th</sup>, 2025, monthly board meeting made by Commissioner Raynor, seconded by Commissioner Council. Motion Carried 5-0.*

**PUBLIC COMMENT**

Patricia Moring – Taxes. Hamilton’s taxes payers and property owners in the Town of Hamilton should be more a part of the community activities and have more community involvement. She requested more advertisement prior to events such as the upcoming festival. Mayor Williams informed residents Moring that we have advertised throughout the town as much as we could giving out flyers and online there is only so much, we can do in a small town with limited resources.

**OLD BUSINESS**

**DILAPIDATED PROPERTY**

Commissioner Taylor called Danny Peaks, and he should be able to start work closer to the end of September or the start of November 2025 on the dilapidated property.

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**UPDATE ON TOWN HALL GENERATOR**

Mayor Williams states that the man by the name of Gurganus and his company are trying to finish up the tobacco barns. Once the season is over, he will come to hook everything up.

***Commissioner Raynor motioned that if Gurganus has not installed the Generac generator by the next upcoming board meeting in November we will contact a different contractor, motion carried 5-0.***

**REPLACEMENT VALUE ON TANK**

Commissioner Freeman states the valve was replaced in the middle of September and have been no issues.

**EMS REPLACEMENT OF CABINET**

Commissioner Jackson stated he will personally pick the awning in Raleigh to be used for the EMS building which is rented from the town. He presented a quote with the materials for  $\frac{3}{4}$  sheet plywood, bags of cement, cement lag bolts, and cut off valve for bathroom.

**NEW BUSINESS**

**TAXES**

Commissioner Raynor read off information in regard to the tax situation that has been an item at the past two months at our board meetings.

**LIBRARY NEEDS**

Commissioner Raynor suggested the town purchase metal book ends & a vertical bookshelf for the library.

***Motion to purchase vertical bookshelf & metal book stops by commissioner Council, seconded by Commissioner Taylor. Motion carried 5-0.***

**FINANCIALS/BUDGET AMENDMENTS**

The Town Clerk/Finance Officer presented the financials for month ending August 2025.

***Motion by Commissioner Jackson and Commissioner Raynor to approve the financials as presented.***

**REPORTS**

Commissioner Jackson has no report at this time.

Commissioner Raynor placed a comments and suggestions box at our entry table.

***Motion to open the box as a town board and review the comments and suggestions by Commissioner Raynor, seconded by Council. Motion carried.***

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Reminder of the upcoming spaghetti night on November 7 which will be for the citizens of the town of Hamilton. He will send out a text to see who can contribute items and what they can contribute to the dinner and meal.

Commissioner Taylor reported that Brightspeed ran a line through Circle Drive and hit a pipe that busted. It has been covered up but the ground is still wet where they covered up the location of the repair. Mike put a connection there and put the dirt in the ditch. Commissioner Taylor noted that the numbers on his electric meter can't be read. This is the third meter they've had. Mike Pickle replaced the last meter and now they need another meter at the location.

Commissioner Council had nothing to report at this time.

Commissioner Freeman stated he will save his comments for closed session.

Mayor Williams reported that Saturday October 4 is the scheduled festival. The ROTC will determine upon funding to have a drum line for the memorial wall. There will be a live band, bouncing houses for the kids, vendors, food, a comedy show and bingo. They will be providing a historic train ride through the town. The town will need to have licenses to do the bingo.

**Roanoke River Festival – Flyer for the spaghetti dinner in the billing statement**

Mrs. Howard at 200 East Main Street stated that solar panels have been placed onto her house and she states that she was told that the information about the hook up is in the lawyer's hands.

Town Clerk/Finance Officer reported in a recent meeting with the LGC, they gave the town a good report and everything is looking toward the town falling off the UAL in the upcoming year due to the great job.

**CLOSED SESSION**

*On a personal matter, there was a motion by Commissioner Freeman seconded by Commissioner Jackson. Motion carried 5-0.*

**Return out of closed session.**

*Motion to return to open session by Commissioner Freeman, seconded by Commissioner Raynor. Motion carried 5-0.*

**OPEN SESSION**

*Motion to amend the vacation leave in Personnel Policy stating all employees should complete the leave request form which must be signed by the Mayor or one board commissioner prior to taking a two-week vacation. The change to the Personnel Policy will be submitted to the attorney for approval. Commissioner Council, seconded by Commissioner Raynor. Motion carried 5-0.*

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**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 Raynor, seconded by Commissioner Council.*

*Motion carried 5-0.*

Submitted By:

Approved By:

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Allison Roebuck, Town Clerk & Finance Officer

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Ervin Williams, Mayor