

# SPECIAL MEETING

June 8, 2020

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In Attendance:

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**Members Present:** Mayor Janet Winkler, **Commissioners:** Larry Chapman, Jonathan Greer, Jeff Link, Barry Mitchell, Rick Shew, and Ann Smith

**Others Present:** Town Manager, Rebecca Bentley and Town Clerk, Tammy Swanson

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Call to Order:

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Janet called the meeting to order, and stated that the special meeting was called to discuss a promissory note and loan agreement with Blue Ridge Electric Membership.

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Discuss Promissory Note/Loan Agreement – Blue Ridge Electric Membership: (Elevator Project at HUB):

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Janet reviewed the promissory note and loan agreement for the elevator project at HUB Station. She explained that Blue Ridge would be loaning the Town \$33,500 from their revolving loan account. Blue Ridge would then send the Town checks semi-annually, and the Town would use the funds to make payments on the loan. A payment schedule for the loan would be structured to line up with when the Town would receive the donation checks from Blue Ridge.

Janet stated that Blue Ridge approved a \$50,000 contribution to the HUB Station elevator project, and we have already received payments of \$9,000 and \$7,500, leaving the \$33,500 which will be done through the loan process.

Rebecca stated that Carroll has reviewed the promissory note/loan agreement, and he thinks it should be fine. Carroll commented that he had never seen a promissory note that included a gift.

**Motion: (Jonathan Greer/Barry Mitchell) to approve the promissory note/loan agreement with Blue Ridge Electric Membership as presented. Unanimously approved.**

**(A copy of the promissory note and loan agreement are on file in the Town's records at Town Hall).**

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Contract – Elevator Installation at HUB Station:

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Ann stated that she received an updated contract from Brushy Mountain Builders for installing the elevator at HUB Station. She stated that according to John Moore with Brushy Mountain, the only change made was a rear door was added to the elevator. Ann commented that the price did not increase.

Rebecca stated that Carroll had requested that schematics be included with the contract.

Rebecca stated that since the elevator will be built through the Police Department's evidence room at HUB Station, the Police Department is moving their evidence room to the Town's storage room, and the Town will be using the storage area remaining around the elevator. Rebecca commented that the Police Department needs more storage room than the Town. Also, the Town Hall staff purged records a couple year ago, which decreased the amount of records we have in storage.

Janet stated that Carroll has not reviewed the updated contract, and she suggested that the contract be approved contingent upon Carroll's review.

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**Motion: (Ann Smith/Larry Chapman) to approve the contract with Brushy Mountain Builders for installing the elevator at HUB Station contingent upon the Town Attorney's review and approval of the contact. Unanimously approved.**

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Update – Rooms Available at HUB Station for Naming Rights:

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Ann stated that there are only 4 rooms still available for naming rights at HUB Station. She stated that we need to let anyone that has shown interest in getting a room know that we don't have many left.

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Adjournment:

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**Motion: (Rick Shew/Larry Chapman) to adjourn the meeting. Unanimously approved.**

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**Tamra T. Swanson, Town Clerk**