Town of Broadway
Board of Commissioners
Meeting Minutes
September 28, 2026

A scheduled meeting of the Board of Commissioners was held on Monday, September 28, 2026, at 6:00 p.m. in the Council Chamber, 103 N. Main Street, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Mayor Pro-Tem Lynne Green, Commissioners April Collins, Teresa Kelly, Laura Duval, and Wendy Bryan. Also, present were Town Manager John Godfrey, and Town Clerk Renee' Saville. Town Attorney Lavelle was absent.

Call to Order - The meeting was called to order by Mayor Andrews. Commissioner Collins gave the invocation, which was followed by the Pledge of Allegiance.

Approval of the September Agenda – Commissioner Kelly made the motion to accept the September Agenda as presented. Commissioner Collins seconded the motion. Motion carried unanimously.

Consent Agenda – August 2026 minutes, August 2026 paid bills report and August 2026 financials were presented. Commissioner Kelly made the motion to accept the Consent Agenda as presented. Commissioner Duval seconded the motion. Motion carried unanimously.

Public Comments
There were no public comments at this meeting.

New Business –

A. Christmas Parade Street Closure Resolution
Commissioner Collins made a motion to approve the Resolution for Christmas Parade Street Closure as presented. Commissioner Kelly seconded the motion. Motion carried unanimously.

B. Edgewater Sewer Rehab/Replacement
Mayor Andrews gave an update on a Capitol Improvement Plan to replace 240 feet of sewer line in the Edgewater Subdivision. This line was identified as a problem area during the AIA performed by Withers Ravenel

- Estimated cost of $51,000
- Specs have been sent to 3 contractors for informal bids
    - Low bid of $47,225 received from Sandhills Contractors

Mayor Andrews entertained a motion to accept the bid from Sandhills Contractors. Commissioner Kelly made a motion to accept the bid from Sandhills Contractors. Commissioner Bryan seconded the motion. Motion carried unanimously. Town Manager John Godfrey will inform Sandhills that their bid was accepted.

Old Business
There was no old business to discuss.

Manager's Report –
Presented by Town Manager John Godfrey.

Commissioner Comments –
Commissioner Duval
The planting of the Liberty Tree and unveiling of the commemorative monument at the Lee County Library was a nice celebration of Constitution Day and the 250th anniversary of the United States. Thanks to Commissioner Smith for his assistance with this event.

The event honoring Representative Sauls at the September 21 Lee County Board of Commissioners meeting along with the City of Sanford and Town of Broadway was a wonderful way to honor his legacy and contributions to Lee County. He is a great public servant and will be greatly missed.

Congratulations to Pop Heaven for being named Small Business of the Year by Sanford Area Growth Alliance.

Fall on Main had a good turnout and hope to have more events like this in the future.

Commissioner Bryan:
Echo Commissioner Duval comments. We had three merchants requesting we make this an annual event.
Sanford Christmas Parade is December 7, 2026.

Commissioner Collins
Fall on Main was an enormous success.
Parade Committee is working on the plans for our parade to be held December 12, 2026.

Mayor's Comments -
- The Town has received a $40,000 grant to use toward the purchase of the new police vehicle.
- Debris pick up will begin on October 7, 2026. The Town has rented a truck to perform the pick-up service. The Town dump truck is still in the shop. Rental cost of $2,700 for 5 days will be more efficient than contracting the service with a third party because our team is familiar with the route and process.
- Lee County Tax Office has sent letters to the 4 parcels identified in the Town limits of Broadway which were left off the tax rolls. The Tax Office is going back 5 years for collection of taxes. The Town Board does not have the authority to waive the taxes. The Tax Office will offer payment plans with the property owners if necessary.
- AIA Water meeting on Friday October 2, 2026 should be the last meeting before the wrap up of the project. We will schedule a work session similar to the one we had regarding the sewer AIA as soon as we can to discuss Withers Ravenel recommendations for the water system. This may be the time to make some decisions and have conversation regarding plans to move forward.
- 203 Hickory Avenue – No one showed up for the hearing. Documents were filed with the County, and the property owners have until December 13, 2026 to respond. Moving forward with demolition targeted for the first of 2027.

- 107 E Harrington Avenue – the Town will be cutting the grass and weed eating at this address. Due to the sensitive nature of this property, we will have "all hands-on deck" for documentation of the entire process.
- Road work continues on Main Street with curbing and water drains from Dalrymple to Brass Kettle.
- The first Broadway Our Way meeting was held September 14, 2026. Moving forward with the Festival in April 2027.
- Broadway Cemetery:
    - We realize we were behind on maintenance at the cemetery. However, due in part to vacations, the Labor Day Holiday, and equipment failure we had little choice. On September 4, John, Jacob, and I mowed and weed trimmed the cemetery.
    - We need to form a policy to limit or restrict certain items on the graves. Include in this policy the Town's ability to clean up and maintain the graves; what can and cannot go on a grave, etc.
        - Commissioner Kelly recommended that we have a cemetery clean-up 2x per year – Spring and Fall.
        - Commissioner Collins cautioned that this is a sensitive issue and the Town needs to tread lightly.
        - Reinterment Policy needs to be written.
- Fall Festival Update – went well and everyone seemed to enjoy themselves.
- October 1, 2026, Commitment to Civility training by the NCLM at Town Hall Conference Room.
- Holiday on Main will be held on November 7, 2026. An Artisan Vendor Fair will be included.
- A Work Session will be held on November 10, 2026, at 5:00 pm in Council Chambers to review Town maps and Zoning changes. The week of November 9 - 13, 2026, the American Flags will be flown in honor of Veterans Day.
- Any plans for a Veterans Day celebration?
- November 14, 2026 we will begin decorating the Town for the Holidays.
- The Holiday Flags will be put up November 16, 2026.
- December 6, 2026 Tree Lighting ceremony planned.

With no further business to come before the Town Board, Commissioner Kelly made the motion to adjourn the meeting. Commissioner Collins seconded the motion. Motion carried unanimously to adjourn.

Donald F. Andrews
Mayor

Renee' Saville, Town Clerk