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COMMUNITY FACILITIES PLAN AND PUBLIC IMPROVEMENTS PROGRAM

HERTFORD, NORTH CAROLINA



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COMMUNITY FACILITIES PLAN AND PUBLIC IMPROVEMENTS PROGRAM

HERTFORD, NORTH CAROLINA

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PREPARED FOR
THE TOWN OF HERTFORD, NORTH CAROLINA
Emmett E. Landing, Mayor

COMMISSIONERS

W. D. Cox	H. C. Sullivan
Jesse Harris	C. C. Winslow

PREPARED BY
THE HERTFORD PLANNING BOARD
Jack Kanoy, Chairman

J. Moody Matthews, Jr.	Charles M. Harrell, Jr.
W. L. Tilley	Ray Haskett

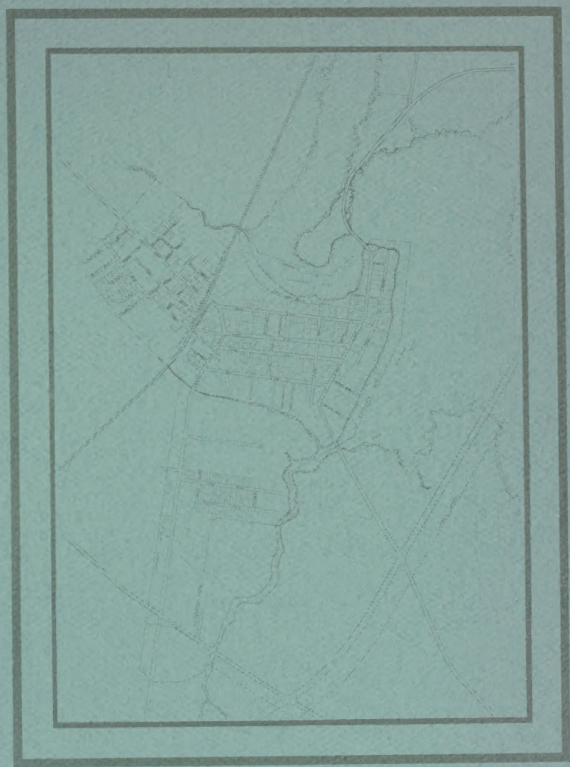
TECHNICAL ASSISTANCE FROM
NORTH CAROLINA DEPARTMENT OF CONSERVATION AND DEVELOPMENT
DIVISION OF COMMUNITY PLANNING

George J. Monaghan, Administrator
COASTAL AREA OFFICE
James R. Hinkley, Director

PROJECT STAFF
William E. Howell, Community Planner
Marian J. Alligood, Secretary

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COMMUNITY FACILITIES PLAN

INTRODUCTION

INTRODUCTION

PURPOSE

Today, municipal governments are called upon to render more and better services to their citizenry. Not only has a higher standard of living caused greater demand for such services, but a more educated public will no longer tolerate temporary and sub-standard measures to meet everyday needs of urban life. These persons realize that adequate water and sewerage facilities, drainage systems, schools, recreation facilities, and police and fire protection will increase property values and help stem the tide of blight into a neighborhood. Upgrading the level of these services will also make the town more attractive to prospective industries surveying the area.

Most of the services discussed in this report are provided by the municipality; others are provided by the county government. Since these services are for the benefit of the general public, the public has a right to expect these services to be provided under the principles of adequacy and efficiency. The inflating cost of maintaining and expanding these facilities has placed a premium on planning. Appropriations for projects that will be outdated in a few years cannot be tolerated. All expenditures should be carefully planned to insure that maximum benefit will be derived.

SCOPE

This report is an inventory and analysis of all existing public facilities and services of the Town of Hertford for the

purpose of determining the adequacy of the facilities in meeting present and future needs. Recommendations are included for the improvement or correction of present deficiencies and for meeting future demands.

This report supplies the background data which is needed to formulate a Public Improvements Program for the town. The Public Improvements Program will list the suggested improvements on a priority basis. This will help to insure that the recommendations in the Community Facilities Plan are provided in the proper place and at the proper time.

METHODOLOGY

Department heads and city officials were interviewed in order to obtain data on existing facilities, policies, and proposed future facilities. From this data, the various community facilities, service functions, and policies were analyzed and compared with acceptable local and national standards. Present levels of service were determined and capabilities for the future were ascertained. Certain needs and deficiencies were uncovered and in such cases recommendations for their alleviation were made.

POPULATION

Before any planning can be logically conducted, the current and projected population of Hertford must be examined. Hertford has maintained a population of approximately 2,000 since 1910. The growth of most towns depends primarily upon annexation. An aggressive annexation policy has been the main factor that has

kept Hertford's population around 2,000. Without substantial unforeseen growth, no more annexations will be feasible during the planning period. The following figures show the current and projected populations for Hertford reflecting the annexations of 1962 and 1964.

<u>1960</u>	<u>1970</u>	<u>1980</u>	<u>1987</u>
2,068	2,183	2,032	1,927*

*Source: Division of Community Planning

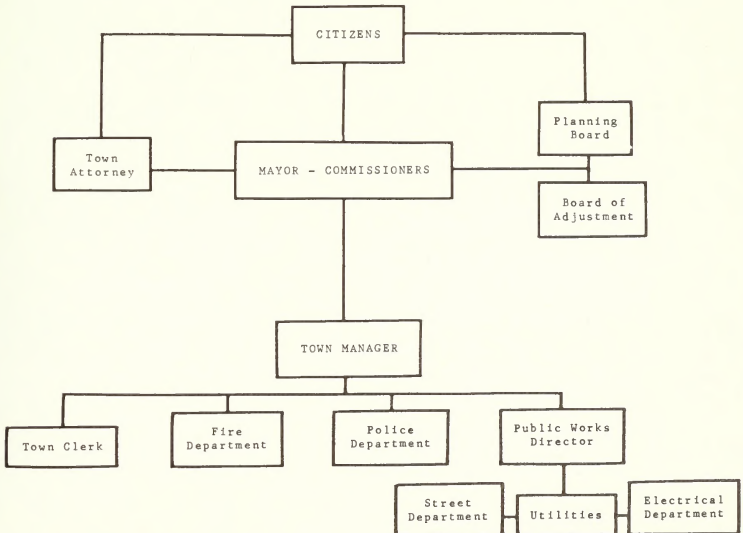
Since the town is not expected to grow during the planning period, any facility that is adequate now will be adequate during the planning period unless it must be replaced. Therefore, any planning for Hertford should place emphasis upon the improvement of facilities and not their expansion.

GOVERNMENT ORGANIZATION

GOVERNMENTAL ORGANIZATION

The Town of Hertford is under the city manager form of government. The town has a mayor and four town commissioners, all elected for a term of four years. The mayor is customarily appointed as town manager and serves in this capacity on a part-time basis. The position of city manager is an endeavor that requires considerable skill and should be a full-time job. This is the only way a good working relationship with the department heads can be developed. Therefore, the Planning Board recommends that the town hire a full-time city manager as soon as the financial situation permits.

The organization as shown on the following chart will function better in the Town of Hertford.



GOVERNMENT FACILITIES

MUNICIPAL BUILDING

The municipal building is located on Grubb Street one block from the Central Business District. The building is 40 by 60 feet in size, constructed upon a lot 90 by 115 feet. Built in 1952, this brick structure is in good condition and is attractive in appearance. It houses the offices of the Town Clerk, Police Department, and the Perquimans County Chamber of Commerce. There also is a meeting hall which seats approximately 50 persons. All town meetings and many civic meetings are held in this room. Each office has adequate space for both current and future needs.

There is adequate parking at the municipal building for day-to-day business, but not for a meeting that has a large turnout. The unpaved, unorganized parking lot located behind the building has a capacity of about twenty cars.

RECOMMENDATION

The parking lot should be paved and parking should be organized. A better layout of the space will provide several additional parking spaces.

CITY GARAGE

City equipment is sheltered at the city garage located on Grubb Street three blocks from the Central Business District. The fire station, ice plant, water plant, and the offices of the town superintendent and utilities department are on this same lot. The garage consists of three separate, wooden structures.

The garage is used to its capacity making expansion of equipment impossible. All major equipment is sheltered at present except large items such as utility poles that are stored in the open at another location. Two problems that exist are that all equipment is not under one roof, which makes organization difficult, and small equipment of the fire department is mixed with street and utility equipment.

Minor equipment repairs, such as patching and welding, are made by the town at the garage. Major maintenance work is done by private mechanics.

These buildings used as garages are old and are nearing the end of their usefulness. The structures are cramped with equipment, leaving very little maneuvering room.

RECOMMENDATIONS

The town should construct a new garage on another site in an area of town that is not congested, possibly on Edenton Road Street or Church Street, large enough to house all equipment of the town with adequate room for expansion. The new site should be large enough to provide for the parking of employees and should be fenced and lighted.

PUBLIC SAFETY SERVICES

VOLUNTEER FIRE DEPARTMENT

The Hertford Fire Station is three blocks from the Central Business District on Grubb Street. The fire fighting equipment is housed in an old brick building of poor appearance and poor condition that was constructed in 1922. In this same building is the Town Superintendent's Office, the water plant, and the municipal ice plant. There is adequate room in the building for the fire trucks and a meeting hall, but accessory equipment has to be stored in a small building behind the main structure. It would be desirable to have all the equipment in the same place. The grounds are of adequate size with room for substantial off-street parking in the front of the building.

The town has two fire trucks - a 1963 Howe and a 1940 American LaFrance. The Howe has a storage capacity of 500 gallons and a pumping capacity of 750 gallons per minute. The American LaFrance has a storage capacity of 150 gallons and a pumping capacity of 500 gallons per minute. The Howe carries 1200 feet and the American 1000 feet of two and one-half inch hose. In addition, each truck carries 400 feet of one and one-half inch hose. The town also maintains and operates one pumper and one tanker for Perquimans County. The county pays Hertford \$4,000 annually for the maintenance and operation of these two trucks.

The Howe answers all fire calls within the corporate limits and the American is used as a backup truck whenever the need arises. The two county trucks answer fire calls anywhere in Perquimans County. The town trucks never leave the corporate

limits of Hertford unless the county pumper is out of operation or to recognize a call for help by a neighboring town such as Edenton or Elizabeth City. The county trucks can be used inside the corporate limits any time the two city trucks are inadequate. During an average year, the fire department answers about 20 fire calls in the town and 60 in the county. Since the town spent \$5,828.74 during the last fiscal year and the county only gives \$4,000 a year, the county is getting a bargain. On the other hand, this arrangement affords Hertford a large amount of additional protection.

The department has a volunteer fire chief and 28 volunteer firemen. These 29 men are divided into two companies; 19 are responsible for fire calls in Hertford and 10 are responsible for fire calls in the county. Ten is the minimum number of volunteers that can properly operate as a company.

In order to become a fireman, the volunteer must be a responsible person who demonstrates a sincere desire to be a fireman. Each must be accepted by a vote of the present force. The by-laws of the fire department require 48 hours of training before a recruit can participate in fire fighting. Training consists of becoming familiar with all the equipment of the department, discussions of previous fires pointing out mistakes, and using floor plans of existing buildings for planning fire fighting in advance. The city encourages all firemen to attend lectures and short courses at nearby community colleges. The by-laws also require existing members to receive 36 hours of

training a year. The firemen hold monthly meetings at the fire station for this purpose.

The equipment and personnel of the Hertford Fire Department is good enough to be judged as a Class Eight organization by the American Insurance Association. Class Eight is the highest ranking a volunteer department can attain. The next ranking would require a full-time professional crew of firemen, but this is not deemed feasible at this time.

The fire department conducts an annual inspection of all buildings in the Central Business District, all schools, and all governmental buildings in Hertford. Residences are inspected only upon request. In addition, the department gives programs at civic club meetings on proper techniques of fire prevention. These programs and the supervision of inspections is handled by the Fire Prevention Committee which consists of three experienced firemen.

RECOMMENDATIONS

1. Inspections should occur more often in high fire potential areas.
2. One part of the firemen's training should be an understanding of the housing and building codes of the town. Firemen could look for violations when they are conducting their other duties.
3. A program of condemnation and demolition of dilapidated structures should be established and rigidly enforced.
4. The zoning ordinance should be enforced in order to provide adequate fire breaks between buildings.

5. In order to prevent narrow streets that will be hard to enter and exit with a fire truck, subdivision regulations should be adopted and followed.
6. Hertford should try to get more money from the county for fire protection purposes.
7. The American-LaFrance may have to be replaced during the planning period.

POLICE DEPARTMENT

The police department is located in the municipal building. The office for the chief and the radio equipment is housed in one room. The town uses the county jail located in the Central Business District. The jail has seven cells with room for twelve prisoners. Two cells are separated from the other five and are used for women prisoners. "The Perquimans County jail as a facility is substandard and affords little or no security for the prisoner or officer confining persons in it. This jail offers none of the accommodations that present day jails have and based on its age and condition, could not be renovated into a proper facility."*

The personnel of the department consists of a chief and four full-time policeman. Recruits must have a high school diploma, be at least 21 years old, and have an upstanding character.

*Inspections of Correctional Institutions, N.C. Department of Public Welfare.

New recruits patrol with a veteran policeman for two months before being allowed to function individually. For additional training, at least one policeman attends a three week course at the College of the Albemarle each year. Training for each officer becomes even more important in small towns because of the scarcity of equipment and expert personnel. Areas that are usually covered in training include first aid, use of firearms, basic penal code, investigation principles, and public relations.

The men work in eight hour shifts six days a week for a total of 48 hours a week. Shifts are arranged so that two men are on duty at night at all times.

The department has two radio equipped patrol cars, both 1965 Plymouths. Each policeman is furnished with a gun, uniform, blackjack, and badge. The only additional equipment is a supply of tear gas held in reserve for emergencies. The major equipment deficiencies are the lack of photography and fingerprinting equipment.

The accepted standard for adequate police protection is one officer for every 500 persons. With a population of approximately 2,000 and a force of five, Hertford has a good ratio of one policeman for every 400 citizens.

RECOMMENDATIONS

1. More training of personnel should be conducted. Attendance of courses at College of the Albemarle and other institutions should be continued.

2. Shifts should be standardized. Policemen then could plan their family life and recreation on a long-range basis. The most desirable shifts can be held as an incentive.
3. A part-time policeman should be hired in order to relieve the chief of some of his patrol duties so that he can spend more time in the training of the staff.

RESCUE SQUAD

There is no rescue squad serving Hertford. A rescue squad is a volunteer organization composed of citizens dedicated to the safety and welfare of the community. These people are trained in rescue and civil defense techniques such as first aid and life saving. Where rescue squads exist, they are called upon in all types of emergencies such as auto and water accidents. Squads are available twenty-four hours a day, and their services are free of charge.

RECOMMENDATIONS

1. A rescue squad of at least 15 men should be initiated in Hertford. Probably the most feasible method of procuring a squad is to organize on a county wide basis. Funds will come from the county government.
2. Needed equipment would include:
 - (a) an ambulance with a stretcher and a resuscitator;
 - (b) truck outfitted with a portable generator, stretchers, and a field first-aid chest;
 - (c) an outboard motorboat with a trailer for water rescue operations.
3. All rescue squad members should be trained in first aid and equipment operations.
4. Since similar skills are required for both services, the rescue squad could be incorporated into the existing volunteer fire department. However, volunteers should come from the entire county.

PUBLIC WORKS SERVICES

WATER SYSTEM

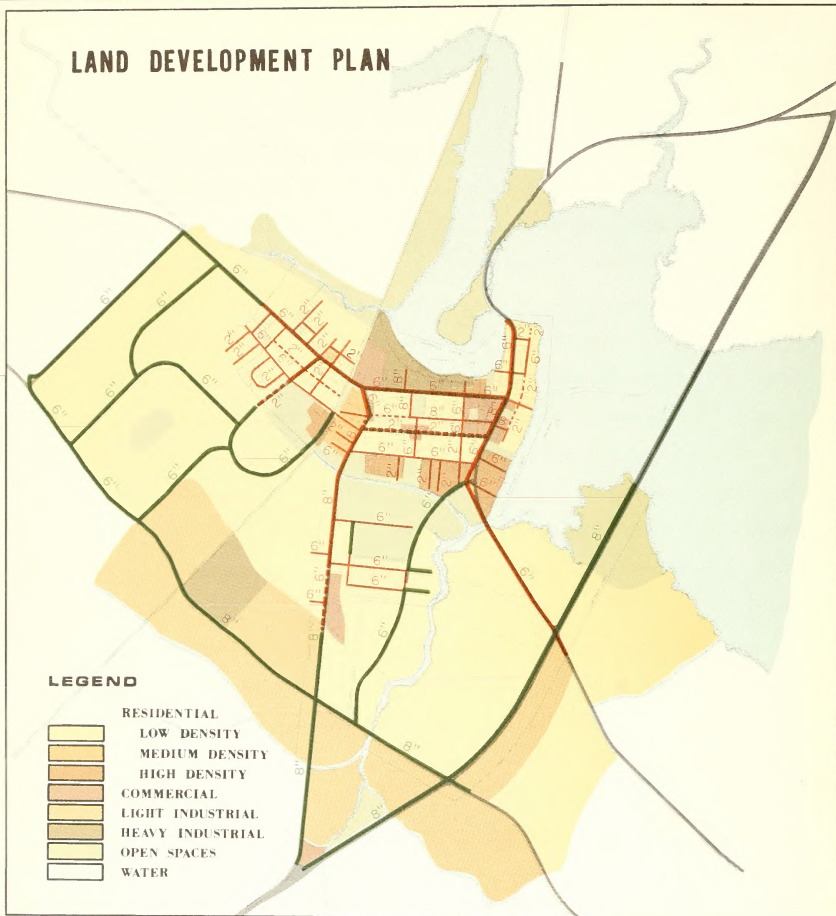
Probably the most valuable service a community can render its citizens is a clean and abundant water supply. A good water supply is fundamental for the continued good health and welfare of its citizens. Moreover, quality and quantity of water are extremely important determinants in the growth of a community.

Hertford obtains its water from two deep wells. These two wells have a combined pumping capacity of 600,000 gallons a day. Water is stored in two elevated tanks adjacent to the fire station. The larger of these tanks can store 100,000 gallons, and the smaller has a capacity of 60,000 gallons. In addition, there is a water reservoir with a capacity of 100,000 gallons. The water is treated with lime, chlorine, and alum. Water in Hertford is soft, having only five to seven calcium parts per million.

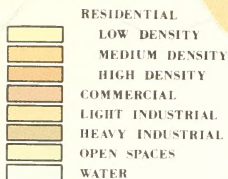
The average daily water consumption is 200,000 gallons a day with a maximum daily use of 225,000 gallons. At this rate, the present facilities will supply the average daily needs of the town during the planning period.

Storage facilities should be enough to provide stable water pressures throughout the system, to provide sufficient water at periods of peak demand, and to provide an emergency supply for fire fighting purposes. Studies by the American Insurance Association, the latest being in 1964, have given Hertford an adequate rating in this respect.

LAND DEVELOPMENT PLAN



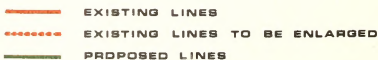
LEGEND



HERTFORD NORTH CAROLINA



EXISTING and PROPOSED WATER SYSTEM



RECOMMENDATIONS

It is recommended that new water lines be a minimum of six inches in diameter and that a program be started to replace old water lines of less than six inches with a priority placed on those where fire hydrants are located.

SEWERAGE SYSTEM

SANITARY SEWER

An inadequate system of sewage disposal is probably the most serious threat to the health of the general public. Until recently, Hertford piped raw sewage into the Perquimans River, a system that was totally inadequate and unsanitary.

In 1964, the town secured the services of L. E. Wooten & Company in order to have plans drafted for a sewage treatment system. In 1965, the plans were presented and accepted. Construction began in 1966 and the new facility began operations in April, 1967.

Sewage flows with the aid of nine pumping stations to the treatment plant which is one-half mile northwest of the corporate limits. The new aeration system can handle the needs of 3,000 people and, if ever necessary, can be expanded. Without substantial unforeseen growth, this facility will operate at only approximately two-thirds capacity during the planning period. This is a very good situation.

LAND DEVELOPMENT PLAN

SEWAGE PLANT

LEGEND

	RESIDENTIAL
	LOW DENSITY
	MEDIUM DENSITY
	HIGH DENSITY
	COMMERCIAL
	LIGHT INDUSTRIAL
	HEAVY INDUSTRIAL
	OPEN SPACES
	WATER

**HERTFORD
NORTH CAROLINA**

0 100 200 300
SCALE IN FEET



**EXISTING and PROPOSED
SEWER SYSTEM**

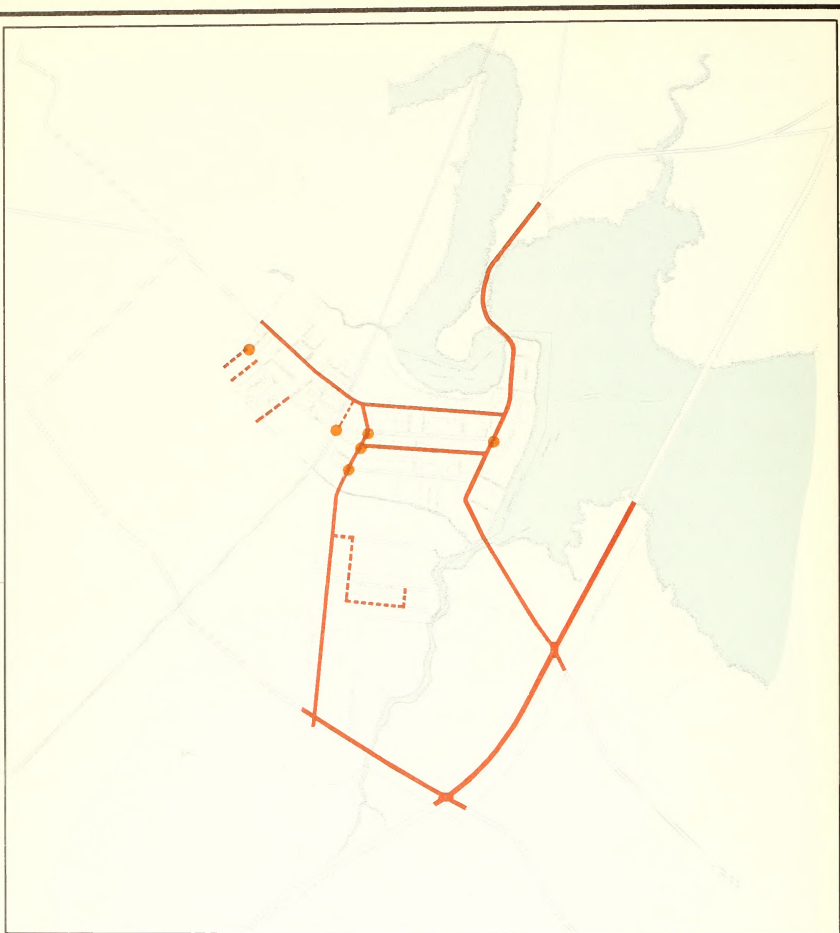
	EXISTING LINES
	EXISTING PUMPING STATIONS
	EXISTING SEWAGE PLANT
	PROPOSED LINES

STORM SEWERS

Storm drainage is not a major problem in Hertford because of two factors. The town gradually slopes towards the Perquimans River and creeks run through the town and carry water to the river. All that is necessary to insure adequate storm drainage is to get the water to the creeks or to the river itself. This is accomplished by open ditches and underground conduits. The open ditches are all in good operating order and are regularly maintained by the street department. The only problem is on Edenton Road Street. The pipe under the street is too small and the street is covered by water during a major storm. This is state owned property and the state has been requested to correct this situation.

STREET SYSTEM

The Hertford street system generally follows the gridiron pattern. There is a total of 11.9 miles of streets in Hertford. Of this total, 5.1 miles are town maintained. Included among the streets under town responsibility are .8 of a mile of unpaved streets. Most of the unpaved streets are not in low value areas but in the new subdivisions. Two other major street deficiencies are streets with inadequate width and dangerous intersections. It will be extremely difficult to eradicate these conditions, but their reoccurrence can be prevented in the future by the adoption and proper administration of subdivision regulations.



HERTFORD NORTH CAROLINA



STREET SYSTEM

- STATE MAINTAINED STREETS
- TOWN MAINTAINED STREETS PAVED
- TOWN MAINTAINED STREETS UNPAVED
- DANGEROUS INTERSECTIONS

Maintenance of the streets is administered by the town superintendent. Everything that is required to maintain the effectiveness of the streets is handled by the street department except street paving. Private contractors are used to pave and repave streets. All street improvements are financed at town expense.

The work is conducted by nine men, two of whom work full-time cleaning the streets. Major equipment includes:

1956 Elgin Street King	
1949 Chevrolet Dump Truck	1 ton
1958 Ford Dump Truck	1 ton
1959 Ford Dump Truck	1 ton

The present equipment and number of personnel are both adequate for present and projected future needs.

There is no policy toward constructing sidewalks in Hartford. The town should consider the placement of sidewalks within one block of all schools that have students walking to them. This will make walking to school much safer for the children and auto traffic will not be impeded.

All of the business districts, high value residential districts, and many of the lower value residential districts are served by street lights. There are some old series lights still in use in Hartford, but most of the present lights are mercury vapor. Whenever an old light expires or new lights are erected, a mercury vapor light is added. There is no general plan for the placement of street lights; each request is handled individually.

RECOMMENDATIONS

1. Since the average life span of street pavement is 10 years, Hertford should plan to resurface .5 of a mile of streets annually.
2. A priority should be established for paving and otherwise improving existing streets.
3. The platting of new streets should be in accord with the adopted thoroughfare plan.
4. The town should study the feasibility of removing the existing dangerous intersection and other street deficiencies.
5. Subdivision regulations should be adopted and properly administered in order to insure the proper layout of new subdivisions and to guarantee the dedication of adequate streets and to make sure that all new streets are paved with curb and gutter.
6. Plans should be made to replace the 1949 dump truck in the near future.
7. During the planning period, the 1956 Elgin Street King and the 1958 and 1959 dump trucks will need replacement.
8. A street lighting plan should be adopted with the aid of VEPCO.

REFUSE COLLECTION AND DISPOSAL

The collection and disposal of refuse is a process which must be carried out in such a manner as to protect the public health of the community and to provide a means of keeping the community attractive to its residents and to visitors.

Collection service is provided to all areas within the corporate limits. Refuse is collected twice a week at all residences and six times a week at all business and industrial establishments.

The town uses a 1952 Chevrolet, one and one-half ton, open body truck to remove trash and garbage. The garbage crew consists of four men; three of these men operate the truck and one man supervises the disposal grounds.

The town disposes of its refuse at an open dump located off U.S. Highway 17 just northeast of town. Three main problems are presented by the city dump. The major problem is that an open dump is much less healthy than a properly administered sanitary land fill. Another problem is that the dump is not too close to town. When the refuse is burned and the wind is from the north, as it is six months out of the year, smoke is blown into town polluting the air.

RECOMMENDATIONS

1. A sanitary land fill should be placed into operation in a suitable location. A properly operated land fill will require about one-tenth of an acre annually for every 1,000 persons or about two acres for the next 20 years.
2. The 1952 truck will have to be replaced soon.
3. The dump should be fenced and entrance into the dump by the general public should not be allowed unless permission is given.
4. If a sanitary land fill is put into use, a small crawler-type tractor capable of compacting the refuse should be purchased.
5. The packer truck will soon have to be replaced since this type of truck has a short life span.

CEMETERIES

There are three cemeteries in Hertford owned by the town. One of these is Cedar Woods which is old and completely filled.

Cedar Woods Annex still has some lots remaining to be sold. The third is Edenton Road Street Negro Cemetery of which the town owns a small portion.

Lots in Cedar Woods Annex are 20 by 20 feet and sell for \$300 to city residents and \$400 to persons not city residents. The lots in the nonwhite cemetery are eight by 18 feet and sell for \$150 to both residents and nonresidents.

There are 35 unsold lots remaining in Cedar Woods Annex and 85 unsold lots remain in Edenton Road Street Negro Cemetery. The town averages selling eight lots in each cemetery annually. Therefore, all lots presently owned by the town will be sold within five years in Cedar Woods Annex and within nine years in Edenton Road Street Negro Cemetery. Both of these cemeteries can be expanded, but the town has no plans for future expansion.

One man, responsible to the town superintendent, maintains the three cemeteries in Hertford. One tractor mower is the only major equipment used in this work. All other equipment is borrowed from the street maintenance crew. The town appropriates approximately \$2,500 a year for this function. Because of the sale of lots, this operation has been self-sufficient in the past.

RECOMMENDATION

The town should expand the cemeteries so that the revenue from the sale of lots will offset the continuing cost of maintenance.

PUBLIC PARKING

The Town of Hertford has 72 on-street parking spaces; nine of these are angular and the remaining 63 spaces are parallel. All spaces have a ninety minute parking limitation. All meters have been removed in order to compete with a small, but modern, shopping center located six blocks from the Central Business District.

There are two off-street parking spaces between Market and Grubb Street behind Main Street. It is organized and marked but not in an efficient manner. Twenty of these spaces are owned by the city and 22 spaces are owned by Darden's Department Stores. There are 20 spaces for parking behind the municipal building. These spaces are city owned but the lot is unpaved and parking is at random.

The total customer parking spaces, both on-street and off-street, is 134. This does not include two spaces on Main Street reserved as a bus stop and another reserved for the county sheriff.

The parking situation in Hertford is better than in most towns. However, all merchants know that parking is not adequate for peak shopping hours. Hertford must add more parking spaces for the convenience of the prospective customers in order to compete with neighboring shopping centers.

RECOMMENDATIONS

1. The lot to the west of Main Street should be purchased or leased by the city and reorganized and paved.
2. The lot behind the City Hall should be paved for convenience and organized for efficiency.

3. The purchase or lease of additional lots by the city will not only bring the Central Business District up to standards but could make it a very attractive place to shop.
4. The 90-minute limitation on parking should be enforced.

MUNICIPAL ENTERPRISES

MUNICIPAL ENTERPRISES

ELECTRICITY

Hertford purchases electricity wholesale from Virginia Electric and Power Company (VEPCO) and distributes it within the city and the surrounding area. Electrical service extends one and one-half miles west and two and one-half miles southeast.

Maintenance is handled by the town superintendent with the assistance of one general maintenance man. Financial aspects are the responsibility of the town clerk.

The town plans to expand its electrical connections anywhere requested whenever the extensions appear feasible. Supply for present and future needs is adequate because the Hertford-VEPCO agreement calls for VEPCO to supply all the power that Hertford needs.

ICE PLANT

An ice plant owned and operated by a municipality is an extremely rare thing; however, one exists in Hertford. The ice plant location is a branch of the water department. Six employees divide their labors between the ice plant and water plant.

The plant does not return a huge profit, but the profit margin was a healthy 20 percent last year. Another benefit of the ice plant is that the plant and the fire station are in the same building. This guarantees that someone will be available to answer fire calls and ring the fire alarms 24 hours a day. This is the major benefit of having full-time personnel in a fire department. This factor is not recognized by the American

Insurance Association but the benefit to the citizens of Hertford and Perquimans County is unquestionable.

RECOMMENDATIONS

1. The electrical business should be continued since it has been very lucrative in the past and will be in the future.
2. The ice plant should continue operations as long as it is profitable or even showing a minute loss because of the extra fire protection benefit since someone is always available to answer fire calls.

SOCIAL AND CULTURAL SERVICES

SCHOOL SYSTEM

The Perquimans County School Board operates five schools. This study will concern itself with four of these institutions since no students from Hertford attend the elementary school in Winfall. These four schools are the predominantly white Perquimans County High School and Hertford Grammar School and the Negro King Street Elementary School in Hertford and Perquimans Union School in Winfall.

The following is a brief analysis of each of the four school buildings:

KING STREET ELEMENTARY SCHOOL

This plant, constructed in 1951 and 1957, is good structurally except for the west end of the new wing. The cracks should be corrected and if they reappear the foundation should be repaired. The level of illumination should be improved when funds are available.

HERTFORD GRAMMAR SCHOOL

This plant was built in 1957 and is in good condition.

PERQUIMANS COUNTY HIGH SCHOOL

The original building, constructed in 1924, is a two-story structure that has many deficiencies. The exterior walls are leaking, plaster is deteriorating, floors are worn badly, the wooden stairways are badly worn, exterior walls need painting, and windows are poor.

Due to the age of the building and the other deficiencies, it will be difficult to justify major renovation.

The gymnasium building has minor cracking in walls and the dressing and shower areas need renovating.

The kitchen built in 1963 is in good condition.

PERQUIMANS UNION SCHOOL

The 1951 building is fair construction but has need for minor renovation such as: tile in corridors, improved toilets, plaster repair, and wall waterproofing.

The wood frame building should be abandoned.

The agriculture shop needs major renovations. The walls, floors, and ceilings are poor. Rewiring and relighting is needed if this building is continued in service.

The 1963 addition is good.*

In the process of examining present schools and planning future facilities, certain criteria should be remembered.

1. Elementary schools should have a size of between 400 and 800 pupils.
2. High schools should range in size from a minimum of 700 to a maximum of 2,000.
3. There should be at least a classroom for every 30 students.

*The preceding analyses were taken from:

School Survey, Perquimans County, Division of School Planning, N.C. Department of Public Instruction, p. 35.

4. Elementary schools need a minimum of 10 acres plus 1 acre for each 100 students.
5. High schools need a minimum of 20 acres plus 1 acre for each 100 students.
6. High schools should be assessible to major highways and elementary schools on minor streets in residential areas.
7. School locations should not be next to land uses which may be hazardous to the operation of the facilities.

Table 1 shows some of the important facts about and evaluations of each school unit.

TABLE 1

Schools	Grades Taught	Enrollment	Size of Site	Site Deficiency	Classrooms	Classroom Deficiency
Hertford Grammar School	1 - 7	290	14.2	-1.3	10	---
King Street Elementary School	1 - 8	404	3.8	10.2	13	0.3
Perquimans Union School	1 - 12	935	17.3	12.0	37	---
Perquimans County High School	8 - 12	437	14.0	14.4	15	---

As shown in the above table, all the schools have inadequate sites except Hertford Grammar School and the school units are operating at near capacity. Two influences render it very difficult to judge whether the school units will become overcrowded. The county is losing population, leaving the county with less school age children. On the other hand, a higher percentage of

potential students are attending school and these same students are staying in school for a longer period of time. At present, these two forces are neutralizing each other. If the county population trend is reversed, these school units will become overburdened.

RECOMMENDATIONS

1. If a new high school is built to replace Perquimans High within Hertford, it should be located on Edenton Road Street, possibly adjacent to the existing school.
2. If any new school building is constructed, the standards of the Division of School Planning should be followed.
3. The county should purchase enough land to bring the site sizes up to standard, wherever feasible.
4. The county should maintain a student-classroom ratio of no more than 30 to 1.

PUBLIC LIBRARY

There is no municipal library but the county library is located in Hertford and, in many ways, serves the purpose of a municipal library. The town makes an annual financial contribution to the library. The central library is located at 110 W. Academy Street in a residential neighborhood three blocks from the Central Business District on a minor street. There is one branch located on King Street in a nonwhite residential area near the Negro school. The branch was placed on King Street for the convenience of the small children living in the area and is serving this purpose well.

The library is housed in a building that is in good condition. The structure is 40 by 70 feet and located on a lot 100 by 100 feet. The library has adequate space at the present time and has room for some additional shelves. The library will become crowded in about ten years. There is no off-street parking for either patrols or personnel. The library is open daily and two nights a week.

The service area is the entire county which has a population of 9,178 people. As of the first of April, the library had 18,043 volumes. There are 1.96 books per capita at the present. The library has increased the total number of volumes by nearly 600 annually for the past few years. The American Library Association recommends two books per capita. At the present rate of progress, the library will reach this standard by 1968.

RECOMMENDATIONS

1. The library board should purchase a small portion of the park neighboring the library, if possible, in order to provide room for two off-street parking spaces and possible future expansion.
2. The Town of Hertford should make a special contribution to the library to expand the magazine collection and for the purchase of additional, relaxing chairs.

RECREATIONAL FACILITIES

People are beginning to place more and more emphasis upon the need for good wholesome recreation. One criteria that prospective industries usually examines is public recreation.

The Town of Hertford has no public recreational facilities. However, there is much private and semi-public recreation in Hertford. The woodlands around the town offer good hunting grounds for the outdoorsmen and the Perquimans River offers water recreation of all kinds.

There is one semi-public facility in the town. This is a park owned by a semi-public corporation located between West Academy Street and East Academy Street. This facility is for children and consists of approximately one and one-half acres.

The three school units are also available for public use. These three schools have a combined size of 32 acres. Therefore, there is a total of 33.5 acres of land available for recreational purposes, not including the forests, river and open spaces within the town. The limitations of these assets should be kept in mind. School grounds cannot be used during school hours for anything except school purposes. Also, any program that may be proposed must be approved by the school officials and this approval can be rescinded at any time. Therefore, the town must realize that its recreational needs cannot be satisfactorily met by complete reliance upon school grounds.

A means of determining the quantitative level of recreational facilities is to compare the existing acreage of parks against reasonable standards. The standards of the National Recreation Association is 10 to 15 acres of land for public recreation for each 1,000 people. With an approximate population of 2,000, Hertford needs about 25 acres of land.

The problem in Hertford is not only quantitative, but qualitative. There is little diversification of activities. The semi-public park and the school grounds are for children. This leaves only hunting and water sports for adults. Other entertainment that could be added are such things as arts and crafts, checker tournaments, and card tournaments such as bridge and rook.

RECOMMENDATIONS

1. Hertford should establish a Recreation Commission to coordinate, plan and administer recreational activities in the town.
2. A Recreation Director should be hired on a part-time basis.
3. Land should be purchased so that a diversified park could be started on the waterfront. A major component of this park should be a boat launching site.
4. The town, with the aid of civic clubs and private citizens, should build a community center.

PUBLIC WELFARE

The personnel of the Perquimans County Welfare Department consists of a director and three case workers. The department administers three major public assistance programs; old age assistance, aid to families with dependent children, and aid to the permanently and totally disabled.

Other programs rendered do not involve direct monetary outlays. Case workers visit homes and offer advice on family affairs. The surplus commodity program offers food to needy families. Other programs are medical aid for the aged, child welfare and supervision of day care centers, and boarding homes.

PUBLIC HEALTH

Public health programs in Perquimans County are administered by a four-county organization that also serves Pasquotank, Chowan, and Camden Counties. The main office of the organization is located in Elizabeth City, which is 15 miles from Hertford. Personnel available to the people of Perquimans County are two public health nurses and a sanitarian.

The health department concerns itself with health problems that cannot be solved by individual action, such as mental health and communicable disease control and problems that affect large numbers of people such as infant care and environmental sanitation.

In order to solve these problems, the health department provides many services. The following are examples: immunizes against smallpox, polio, diphtheria, whooping cough, and tetanus; does skin tests and chest x-rays to detect tuberculosis; gives examinations, diagnostic tests, and treatment for venereal diseases; provides home visits and advises citizens in health matters; collects statistics and keeps records on births, deaths, and diseases; finds the source of communicable diseases, and acts to prevent their spread; provides prenatal and child care advice; distributes information on health facts, resources, and activities.

SUMMARY OF RECOMMENDATIONS

SUMMARY OF RECOMMENDATIONS

MUNICIPAL BUILDING

The parking lot should be paved and parking should be organized. A better layout of the space will provide several additional parking spaces.

CITY GARAGE

The town should construct a new garage on another site in an area of town that is not congested, possibly on Edenton Road Street or Church Street, large enough to house all equipment of the town with adequate room for expansion. The new site should be large enough to provide for the parking of employees and should be fenced and lighted.

VOLUNTEER FIRE DEPARTMENT

Inspections should occur more often in high fire potential areas.

One part of the firemen's training should be an understanding of the housing and building codes of the town. Firemen could look for violations when they are conducting their other duties.

A program of condemnation and demolition of dilapidated structures should be established and rigidly enforced.

The zoning ordinance should be enforced in order to provide adequate fire breaks between buildings.

In order to prevent narrow streets that will be hard to enter and exit with a fire truck, subdivision regulations should be adopted and followed.

Hertford should try to get more money from the county for fire protection purposes.

The American-La France may have to be replaced during the planning period.

POLICE DEPARTMENT

More training of personnel should be conducted. Attendance of courses at College of the Albemarle and other institutions should be continued.

Shifts should be standardized. Policemen then could plan their family life and recreation on a long-range basis. The most desirable shifts can be held as an incentive.

A part-time policeman should be hired in order to relieve the chief of some of his patrol duties so that he can spend more time in the training of the staff.

RESCUE SQUAD

A rescue squad of at least 15 men should be initiated in Hertford. Probably the most feasible method of procuring a squad is to organize on a county wide basis. Funds will come from the county government.

Needed equipment would include:

- (a) an ambulance with a stretcher and a resuscitator;
- (b) truck outfitted with a portable generator, stretchers, and a field first-aid chest;
- (c) an outboard motorboat with a trailer for water rescue operations.

All rescue squad members should be trained in first aid and equipment operations.

Since similar skills are required for both services, the rescue squad could be incorporated into the existing volunteer fire department. However, volunteers should come from the entire county instead of Hertford.

WATER SYSTEM

It is recommended that new water lines be a minimum of six inches in diameter and that a program be started to replace old water lines of less than six inches with a priority placed on those where fire hydrants are located.

STREET SYSTEM

Since the average life span of street pavement is 10 years, Hertford should plan to resurface .5 of a mile of streets annually.

A priority should be established for paving and otherwise improving existing streets.

The platting of new streets should be in accord with the adopted thoroughfare plan.

The town should study the feasibility of removing the existing dangerous intersections and other street deficiencies.

Subdivision regulations should be adopted and properly administered in order to insure the proper layout of new subdivisions and to guarantee the dedication of adequate streets and to make sure that all new streets are paved with curb and gutter.

Plans should be made to replace the 1949 dump truck in the near future.

During the planning period, the 1956 Elgin Street King and the 1958 and 1959 dump trucks will need replacement.

A street lighting plan should be adopted with the aid of VEPCO.

REFUSE COLLECTION AND DISPOSAL

A sanitary land fill should be placed into operation in a suitable location. A properly operated land fill will require about one-tenth of an acre annually for every 1,000 persons or about two acres for the next 20 years.

The 1952 truck will have to be replaced soon.

The dump should be fenced and entrance into the dump by the general public should not be allowed unless permission is given.

If a sanitary land fill is put into use, a small crawler-type tractor capable of compacting the refuse should be purchased.

The packer truck will soon have to be replaced since this type of truck has a short life span.

CEMETERIES

The town should expand the cemeteries so that the revenue from the sale of lots will offset the continuing cost of maintenance.

PUBLIC PARKING

The lot to the west of Main Street should be purchased or leased by the city and reorganized and paved.

The lot behind the City Hall should be paved for convenience and organized for efficiency.

The purchase or lease of additional lots by the city will not only bring the Central Business District up to standards but could make it a very attractive place to shop.

The 90-minute limitation on parking should be enforced.

MUNICIPAL ENTERPRISES

The electrical business should be continued since it has been very lucrative in the past and will be in the future.

The ice plant should continue operations as long as it is profitable or even showing a minute loss because of the extra fire protection benefit since someone is always available to answer fire calls.

SCHOOL SYSTEM

If a new high school is built to replace Perquimans High within Hertford it should be located on Edenton Road Street, possibly adjacent to the existing school.

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PUBLIC LIBRARY

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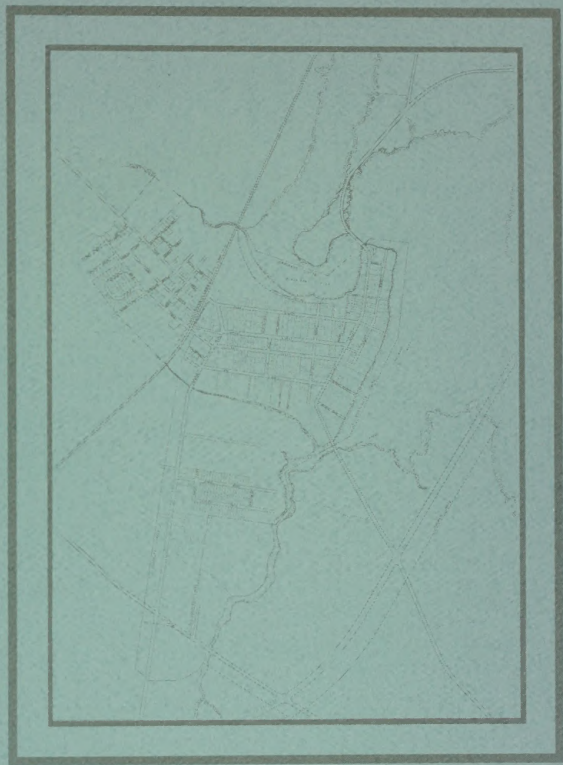
RECREATIONAL FACILITIES

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A Recreation Director should be hired on a part-time basis.

Land should be purchased so that a diversified park could be started on the waterfront. A major component of this park should be a boat launching site.

The town, with the aid of civic clubs and private citizens, should build a community center.



PUBLIC IMPROVEMENTS PROGRAM

INTRODUCTION

A few years ago, the Town of Hertford realized the need for comprehensive planning for the future development of the town. A planning board was established for the purpose of conducting needed studies and making recommendations to the town government. Financial assistance was received from the Federal Government and technical assistance was obtained from the Division of Community Planning of the North Carolina Department of Conservation and Development. Studies previously conducted include; Population and Economy Study, Neighborhood Analysis, Land Use Survey and Analysis, Land Development Plan, Zoning Ordinance, Subdivision Regulations, and Community Facilities Plan.

The Community Facilities Plan isolated deficiencies in local governmental facilities and services. In the Public Improvements Program, the removal of the deficiencies is scheduled in a logical sequence. Recommendations made to the county government are not included in the schedule. The study also suggests the most feasible method of financing the improvements. Specific improvements have been listed in fiscal periods of three years in order to retain a degree of flexibility in the administration of this program.

Future extensions of the water and sewer lines are not included in the Public Improvements Program because of several major reasons. The first reason is that the cost of extensions inside the city must be borne by the landowner. Another reason is that it is impossible to project where development will take

place outside the corporate limits. Another reason is that an engineering study, financed by Farmers Home Administration, is being conducted. Any decisions made before this study is completed will be premature.

Two major considerations in establishing a schedule are necessity and ability to pay. Small, "housekeeping" improvements such as replacing fire hose are not included in this schedule. Also, the feasibility of removing dangerous intersections and widening inadequate streets must be given more careful study than could be provided by this study.

Cost estimates for the proposed improvements are not included. A great deal of further study is necessary before cost figures can be derived accurately. Possible federal assistance may be available in some areas, but more study is necessary before applications can be made and aid is assured. The cost of equipment varies widely and land prices vary, especially when multiple sites are available. These factors should not lead the town to believe that it does not need to attempt to ascertain these costs well ahead of time. By conducting the proper studies, choosing sites for advance acquisition, choosing places from which to buy machinery, and by applying ahead of time for federal aid, Hertford can be quite sure of the costs it may incur.

A long range Public Improvements Program provides many advantages to a town and its citizens including the following:

- 1) Provides a means of assuring that the projects will be carried out in accordance with predetermined priorities.

- 2) Permits required bond issues to be foreseen and provisions to be made for the issuance of bonds.
- 3) Provides the necessary time for adjustments in future tax policies.
- 4) Permits the advance acquisition of land needed for public improvements.
- 5) Provides adequate time for proper studies.
- 6) Inspires public confidence in the orderly process of government.

1967 - 1970

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Purchase land for sanitary land fill	To improve sanitation and prevent air pollution	G. R. ¹
Purchase crawler type tractor	Necessary to compact refuse at land fill	G. R.
Replace 1949 dump truck	Good service life is twenty years	G. R.
Replace street sweeper	Good service life is 10 years	G. R.
Purchase or lease parking lot behind Main Street	To enable necessary improvements to be made for parking	G. R.
Hire part time recreation director	So that program can be coordinated and administered	G. R.
Replace the two patrol cars	Five years or 50,000 miles is good service life	G. R.
Develop a capital improvements budget	So that financing of recommended improvements will be orderly	G. R.
Repave 1.5 miles of road pavement	Lifespan of road pavement averages ten years	P. B. ²

¹G. R. stands for General Revenue.

²P. B. means Powell Bill Funds.

1970 - 1973

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Hire part-time policeman	Will free the chief from some patrol duties in order to allow more time for administration	G. R.
Replace packer truck	Eight year life span will be over	G. R.
Pave lot behind Main Street	For efficiency and accommodation of parking	G. R.
Buy land for park near center of town and along river front	Public recreation is regarded as a necessity to good government	F. A. ¹ G. O. B. ²
Expand two cemeteries (5 acres total)	To continue the sale of lots in order to meet maintenance costs	G. R.
Prepare to replace the 1940 fire truck	It will be old and may need replacement	G. R.
Repave 1.5 miles of road pavement	Lifespan of road pavement averages ten years	P. B.

1973 - 1976

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Construct or purchase a building to be used as a community center	Recreation should be provided for persons of all ages	G. R.
Further develop the two public parks	Public recreation is regarded as a necessity	G. R.
Purchase or lease more land for off-street parking	To provide adequate parking in the Central Business District	G. R.
Purchase two new police cars	5 years or 50,000 miles is the average span of good service	G. R.
Build new city garage	To replace old structures and to provide room for expansion	G. R.

¹F. A. stands for Federal Aid.

²G. O. B. stands for General Obligation Bonds.

1973 - 1976 con't

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Renovate Fire Station Building	This building is old and will need periodic repairs	G. R.
Update capital improvements budget	This should be done every six years	G. R.
Pave lot behind Municipal Building	To improve efficiency and accommodation of parking	G. R.
Repave 1.5 miles of road pavement	Lifespan of road pavement averages ten years	P. B.
Update Land Development Plan	Plans should be updated every ten years	G. R. F. A.

1976 - 1979

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Replace 1958 dump truck	Twenty year life span will be over	G. R.
Replace 1959 dump truck	Twenty year life span will be over	G. R.
Replace packer truck	Eight year life span will be over	G. R.
Develop off-street parking lot	Necessary to satisfy parking needs of Central Business District	G. R.
Contract for updating of Public Improvements Program	By this time unforeseen problems will exist and must be reckoned with	G. R. F. A.
Repave 1.5 miles of road pavement	Life span of road pavement averages ten years	P. B.

1979 - 1982

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Purchase two new patrol cars	50,000 miles will be travelled by then	G. R.
Replace street sweeper	Ten year life span will have expired	G. R.
Replace worn-out park equipment	Much original equipment will need replacement	G. R.

1979 - 1982 con't

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Develop a Capital Improvements Budget	Should be developed every six years	G. R.
Repave 1.5 miles of road pavement	Lifespan of road pavement averages ten years	P. B.

1982 - 1985

<u>Improvement</u>	<u>Justification</u>	<u>Source of Funds</u>
Replace 1963 fire truck	Twenty years is the maximum time that a fire truck will be considered for insurance purposes	G. R.
Replace worn-out park equipment	More equipment will need replacement	G. R.
Contract for a new comprehensive planning program to update plans	Development plans should be updated every ten years	G. R. F. A.
Repave 1.5 miles of road pavement	Lifespan of road pavement averages ten years	P. B.

1985 - 1987

<u>Improvements</u>	<u>Justification</u>	<u>Source of Funds</u>
Purchase two new patrol cars	It is more efficient to change cars every five years or 50,000 miles	G. R.
Replace packer truck	Eight year life span will be over	G. R.
Repave 1.5 miles of road pavement	Lifespan of road pavement averages ten years	P. B.
The following items will be old and may need replacement: A. Park equipment B. Crawler-type tractor	Good financial planning will include these items at this time even though they may not be needed	G. R.

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