

TOWN OF LITTLETON
P. O. BOX 87
LITTLETON, NORTH CAROLINA
27850
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June 2, 2008

AGENDA

1. Call regular meeting to order at 7:30 p.m.
2. Pledge of Allegiance.
3. Consider approval of minutes of meeting(s) held in May, 2008.
4. Approve for payment bills made in May, 2008.
5. Marie Robinson – spokesperson for the Jones Memorial Library Board of Trustees.
6. Kerry Vallant with NC Department of Transportation – Halifax County Comprehensive Transportation Plan.
7. Littleton Volunteer Fire Department.
8. **Authorizing Resolution by Governing Body of the Applicant (R-08-008)** for Rural Center Planning Grant Application.
9. Citizens concerns.
10. Consider Cemetery Maintenance Bids
11. Consider proposed amendments to budget.
12. Present 2008-09FY Budget to Board of Commissioners – Set Public Hearing Date.
13. Consider Planning Board’s recommendation on rezoning 304 Hwy 158 from Commercial to Residential – **Ordinance to Rezone (ZO-08-001)**.
14. Commissioners reports on activities in May, 2008.
15. Surplus Property Disposal – 1989 Chevrolet pickup traded for 1998 Dodge ½ ton pickup, 1994 Crown Victoria sold for \$500.00 less expenses on GovDeals.
16. Adjourn.

The Board of Commissioners of the Town of Littleton held their regular meeting Monday, June 2, 2008, at 7:30 p.m. at the Town Hall. Present were Commissioners Patrick McAtee-MacRae, Betty Willis, Clara Debnam, Terry Newsom and Billy Matthews and Town Attorney Gilbert Chichester.

Mayor Hawfield opened the meeting with the Pledge of Allegiance.

Commissioner Willis made a motion, seconded by Commissioner Debnam, to approve the minutes of the meetings for May as presented with a correction in the 9th paragraph, of the regular meeting, to add a “d” to table. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner MacRae, to pay the bills as presented. The motion was voted and carried.

Marie Robinson, Chair of the Jones Memorial Library Board of Trustees, made an appeal to the Town Board on behalf of the Library and citizens to consider the proposed \$700.00/month 3 year lease from Mr. Mann. Mayor Hawfield stated the Board had always and would continue to support the Library. Mr. Chichester explained the original lease was \$1/year for 5 years and renewable for another 5 years, provided 6 months notice in advance of the expiration. The new lease would start on December 1, 2008 and the Town had given notice to renew May 30, 2008. Discussion followed and Mayor Hawfield stated the matter would be taken under consideration at another meeting and Commissioner Willis suggested citizens contact Mr. Mann.

Kerry Vallant, with NC Dept. of Transportation, gave a presentation on a transportation study for Halifax and North Hampton Counties which would be a Comprehensive Transportation Plan. This would be a 25-30 year long range plan as opposed the Transportation Improvement Program which is a 7 year plan. Public hearings would be conducted and the plan eventually presented to local governments for adoption.

Mayor Hawfield stated the Fire Department had not sent a representative, probably because the billing for water had been settled.

Mayor Hawfield advised the Town would be liable for up to 35% matching funds for a Rural Center Grant for the very outdated water system. The Town was in the process of seeking grants but needed to go through the planning process first. Commissioner Willis made a motion, seconded by Commissioner Matthews, to adopt the **Authorizing Resolution by Governing Body of the Applicant (R-08-008)** for a Rural Center Planning Grant Application. Joe Dooley, with UCPCOG, advised the Rural Center rules don't allow for engineering fees and this grant would be for updating the Town's Capital Improvement Plan and an "As Built" for the water system. The motion was voted and carried. A copy is hereby incorporated and made a part of these minutes.

Jim Hogan commended the crew digging up the roads for the sewer project, they were very accommodating. Mr. Hogan also recommended approaching Mr. Mann concerning the Library. Mr. Chichester suggested it might be better to deal on a one on one basis and the expiration date of the contract was a matter of interpretation.

In response to a question from Agnes Atkins, Mayor Hawfield stated the Golden Leaf Foundation would be giving final approval on the industrial building Thursday, but couldn't say when the County would turn the building over to Mr. Yauger.

Heidi Hogan stated they needed to be talking about what they were going to do, that she would be opposed to paying \$700.00/month for the Library.

In response to a question from Larry West concerning the condemned houses on Mosby Avenue, Mr. Chichester advised due to the Town's small size, the County had agreed to accept responsibility. It had been very frustrating but they were still working on it.

Commissioner MacRae reported the Town had received two proposals for cemetery maintenance, from Mr. West and Mr. Brantley. Mr. Brantley's only similar job was maintenance of the Wise Cemetery and they were satisfied with his work. He didn't see either as any better or worse but was in favor of Mr. West because he was closer and easier to contact. He recommended taking the higher bid as it would be more beneficial to the Town. Commissioner Willis stated the Town needed to stay with Mr. West. Commissioner MacRae made a motion, seconded by Commissioner Willis, to accept West Land Services reduced bid of \$1,150/month (\$13,800.00/year) for cemetery maintenance. The motion was voted and carried.

Commissioner Newsom made a motion, seconded by Commissioner Willis, to approve the proposed budget amendments. The motion was voted and carried. A copy is hereby incorporated and made a part of these minutes.

Mayor Hawfield presented the proposed 2008-09 Budget to the Board and advised it had the same tax rate as last year. A public hearing for the budget was scheduled for Wednesday, June 18, 2008, at 7:00 p.m. A copy is hereby incorporated and made a part of these minutes.

Mayor Hawfield advised the Planning Board had met concerning Mr. Larry Robinson's request to rezone his property and had recommended approval. Commissioner Willis made a motion, seconded by Commissioner MacRae, to approve the rezoning. [304 Hwy 158 from Commercial to Residential – **Ordinance to Rezone (ZO-08-001).**] The motion was voted and carried. A copy is hereby incorporated and made a part of these minutes.

Commissioner Debnam gave the budget report for May; General Fund revenues YTD \$394,337.20 or 68%, expenditures \$407,731.57 or 81%, Water & Sewer Fund Revenues YTD \$338,598.70 or 91% and expenditures \$300,920.08 or 81%.

Commissioner Newsom gave the police report for May and a short discussion on unlocked doors and false alarms followed.

Commissioner Willis reported there had been no violations, inspections or spills at the WWTP. The Town had purchased 2,972,000 gallons of water and sold 1,806,000. The cable company had caused a 200,000 gallon leak. Two bacterial tests were normal and there had been two leaks. Hydrants would be flushed June 17 through June 20.

Joe Dooley presented a proposal from Dennis Patton and UCPCOG on Planning Board and Board of Adjustment training. He advised there had been a major overhaul of planning statutes in 2005 which impacted re-zoning, Board of Adjustment and key subdivision regulation matters. Mr. Dooley went on to say that people had property rights and these rights need to be handled properly.

Commissioner MacRae recommended arranging for North Carolina Senator Jones to attend the Board meeting in August.

Mayor Hawfield reported Freddie (Annie's Construction) had offered to trade a 1996 Dodge pickup for the Town's 1989 Chevy truck which was not running. Commissioner Newsom made a motion, seconded by Commissioner Debnam, to accept his offer of trading vehicles. The motion was voted and carried.

In response to a question from Jenny Overdahl with the Halifax County Library, Mayor Hawfield stated the Library problem would be resolved within the next ten days and the budget may have to be changed.

Commissioner Willis made a motion, seconded by Commissioner Newsom, to adjourn at 8:46 p.m.

Clerk