

TOWN OF LITTLETON
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27850
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October 6, 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 September, 2008.
4. Approve for payment bills made in September, 2008.
5. Citizens concerns.
6. Consider adopting "Identity Theft Prevention Program" and assigning program administrator and two additional committee members.
7. Consider recommendations for Warren County appointments to Board of Adjustment (regular member and alternate).
8. Consider amendment to "Fee Schedule" to include cost of replacing/repairing meters tampered with in addition to fine for tampering.
9. Commissioners reports on activities in September, 2008.
10. Adjourn.

Additions to Agenda:

Appointments to the East End CDBG Water Line Project "Citizen Participation Committee"

Adoption of A Resolution Levying A Tax On Gross Receipts Derived From Retail Short-Term Lease Or Rental Of Heavy Equipment (R-08-011)

Executive session pursuant to NCGS 143-18.11(a)(3) to consult with the Town Attorney concerning the cemetery.

The Board of Commissioners of the Town of Littleton held their regular meeting October 6, 2008, at 7:30 p.m. at the Town Hall. Commissioners present were Betty Willis, Terry Newsom, Patrick MacRae, Clara Debnam and Billy Matthews and Town Attorney Gilbert Chichester.

Mayor Hawfield opened the meeting with the Pledge of Allegiance.

Commissioner Newsom made a motion, seconded by Commissioner MacRae to approve the minutes from September as presented. The motion was voted and carried.

After correcting Annie's Construction street maintenance bill to \$4,182.00, allowing for a 2% cost of living increase rather than 5%, Commissioner Debnam made a motion, seconded by Commissioner Willis, to approve the bills made in September as presented. The motion was voted and carried.

Alton "Buzzy" Parker complained about places dug up that hadn't been reseeded and Commissioner Matthews advised he would check with the contractor.

Heidi Hogan asked about getting a "Grand Marshall" banner for the parades and a short discussion followed.

Commissioner Willis made a motion, seconded by Commissioner Matthews, to adopt the "Identity Theft Prevention Program", as required by law. The motion was voted and carried.

Mayor Hawfield asked if there were any recommendations for Warren County appointments to Board of Adjustment and, due to lack of response, tabled the issue until the next regular meeting.

Mayor Hawfield reported there had been a lot of problems with meters being damage due to tampering and Commissioner Willis made a motion, seconded by Commissioner MacRae, to approve the amendment to the "Schedule of Fees" to include the cost of replacing/repairing meters tampered with over and above the \$100.00 fine for tampering. The motion was voted and carried.

Commissioner Debnam gave the budget report for September; General Fund revenues YTD \$62,570.10 or 10%, expenditures \$137,752.84 or 23%, Water & Sewer Fund Revenues YTD \$89,273.47 or 24% and expenditures \$64,549.71 or 17%. Mayor Hawfield commented the budget was about normal and taxes were starting to come in.

Commissioner Newsom gave the Police Report for September and congratulated Chief Suggs on the good report.

Commissioner Willis reported there had been no violations, inspections or spills, the Town had purchased 2,910,000 gallons of water and sold 2,216,000, unaccounted for was 560,000; the flushing hydrants of hydrants would account for a lot of the unaccounted for water. Commissioner Willis also reported more infiltration had been found and she would report on that next month.

Commissioner Willis advised the East End CDBG project would have an advisory board and made the motion, seconded by Commissioner Debnam, to reappoint Martha Carroll and Richard Brown and newly appoint Phillip Alston to the Citizen Participation Committee. The motion was voted and carried.

Commissioner Willis advised a storm drain on Roanoke Avenue needed to be moved from private property to the Town's right of way. She had already gotten one price or \$8,500.00 and would get

two more bids. Following discussion, Commissioner Willis made a motion, seconded by Commissioner Newsom to approve fixing the storm drain not to exceed \$8,500.00. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner Newsom, to nominate Commissioner Willis to represent the Town of Littleton at the NCLM Conference. Commissioner MacRae made a motion, seconded by Commissioner Debnam, to close the nominations. The motion was voted and carried.

Commissioner MacRae reported the Library Committee was working on a couple of options for the Library and they were moving forward. The final direction would depend on money.

Commissioner Newsom reported they had caught the person breaking into Lakeland Arts due to cameras someone had donated; he had been arrested about 3 ½ hours after the break-in.

Commissioner MacRae made a motion, seconded by Commissioner Willis, to adopt **A Resolution Levying A Tax On Gross Receipts Derived From Retail Short-Term Lease Or Rental Of Heavy Equipment (R-08-011)**. The motion was voted and carried.

Mr. Chichester reviewed the Town's position on the Library lease, that the lease was renewable at \$1.00 per year. He had written Mr. Mann and followed up with a phone call but had received no definite answer. He had filed a special lawsuit for a Declaratory Judgment, and if it was not settle in time, would file an injunction.

At 8:00 p.m., Commissioner Willis made a motion, seconded by Commissioner Newsom to enter into executive session pursuant to NCGS 143-318(a)(3) following a 5 minute break to consult with the Town Attorney. The motion was voted and carried.

The regular meeting resumed at 8:25 p.m.

The Board briefly discussed job descriptions but took no action.

Commissioner Matthews made a motion, seconded by Commissioner Newsom, to adjourn at 8:30 p.m. The motion was voted and carried.

Town Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a)(3)

The Board of Commissioners and the Town Attorney discussed surveys of the cemetery and the mediated settlement.

Commissioner Willis made a motion, seconded by Commissioner Debnam, to adjourn the executive session and return to regular session at 8:25 p.m. The motion was voted and carried.

Town Clerk