

TOWN OF LITTLETON
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LITTLETON, NORTH CAROLINA
27850
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March 9, 2009

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 February, 2009.
4. Approve for payment bills made in February, 2009.
5. Citizens concerns.
6. Accept CDBG Infrastructure Grant Progress Report.
7. Consider tax releases.
8. Consider budget amendments, including line items for Building Re-use Grant from the Rural Center.
9. Commissioners reports on activities in February, 2009.
10. Schedule Public Hearing for CDBG East End Water Line Grant change in grant scope.
11. Adjourn.

Additions to agenda:

Approve contract with Flowers & Stanley, LLP, for the 2008-09 Annual Audit.

Appoint Commissioner Willis as representative for Hazard Assessment.

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

The Board of Commissioners of the Town of Littleton held their regular meeting March 9, 2009, at 7:30 p.m. at the Town Hall. The meeting was rescheduled from March 2 due to inclement weather. Present were Patrick McAtee-MacRae, Betty Willis, Clara Debnam and Billy Matthews and Town Attorney Gilbert Chichester. Commissioner Newsom arrived immediately following the Pledge of Allegiance.

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 meeting held February 2, 20 and 25 as presented. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner Willis, to approve payment of bills made during the month of February. Mayor Hawfield noted there were no water or sewer repairs for the whole month. The motion was voted and carried.

Arthur King thanked the Town for help in starting his business and asked the Board to consider installing handicapped access to the sidewalk in the area of his store. Following discussion, Mayor Hawfield asked Commissioner Matthews to look into the matter.

Larry West, cemetery maintenance contractor for the Town, complained that the funeral homes heavy equipment was making ruts in the cemetery and he didn't feel it was his responsibility to make repairs as this wasn't regular maintenance. He asked for some guidance on what could be done and also asked for some screened topsoil. During discussion, Mayor Hawfield asked Commissioner MacRae to look into the problem and Commissioner MacRae stated he would contact the funeral homes.

Commissioner Willis made a motion, seconded by Commissioner Newsom, to accept the CDBG Infrastructure Grant Progress Report for the East End Waterline Grant. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Commissioner MacRae made a motion, seconded by Commissioner Newsom, to approve the schedule of tax releases as presented. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Willis made a motion, seconded by Commissioner MacRae, to adopt the budget line item amendments as presented. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Matthews advised he would check with DOT concerning Mr. King's request for handicapped access.

Commissioner Debnam gave the budget report for February; General Fund revenues YTD \$316,493.58 or 55%, expenditures \$337,623.62 or 58%, Water & Sewer Fund Revenues YTD \$226,814.65 or 61% and expenditures \$190,541.45 or 51%. Mayor Hawfield stated the budget was still very tight and asked Commissioners to keep expenditures within limits.

Commissioner Newsom advised he had a citizen's concern about a pot hole on Moore Street and asked Commissioner Matthews to make its repair a priority. He then gave the police report for the month of February.

Commissioner Willis reported the WWTP was in compliance, there had been no spills, violations or inspections. The Town had purchase 2,901,000 gallons of water and sold 2,053,000. People had been surveyed on Halifax Street for the East End grant which would loop the line to Bacon Rd and increase the water pressure on Halifax Street. The Town might have to pay for 170' for waterline installation on Halifax Street. Commissioner Willis advised she had been to the NADA Conference and they were encouraging applications for funding. Also, they had started patching pot holes and would hopefully be done within two weeks.

In response to a question from Buzzy Parker, the industrial building was discussed and Mayor Hawfield stated the Governor would be making an announcement concerning the new business.

Commissioner MacRae advised Christmas and Valentines Day were over and the decorations needed to be removed and updated.

Commissioner Willis made a motion, seconded by Commissioner Debnam, to schedule a public hearing on the CDBG East End Infrastructure Grant on Monday, April 6, 2009, at 7:00 p.m. The motion was voted and carried.

Replacing the roof on the industrial building was briefly discussed.

Commissioner Newsom made a motion, seconded by Commissioner Matthews, to enter into executive session pursuant to NCGS 143-18.11(a)(3) to consult with the Town Attorney concerning the Library at 8:03 p.m.

The regular meeting was called back into session at 8:16 p.m.

Mayor Hawfield advised he had two items he had not brought up. The first was an audit proposal from Flowers and Stanley. Last year the Town had paid \$7,000.00, this year the proposal was for \$7,150.00. Commissioner Newsom made a motion, seconded by Commissioner Willis, to accept the proposal from Flowers and Stanley in the amount of \$7,150.00 for the 2008-09 audit. The motion was voted and carried.

Mayor Hawfield stated Halifax County was forming a "Damage Assessment Team" and needed a representative from each Town to attend a meeting to be held in May 5, and Commissioner Willis had said she would be willing to attend. Commissioner Matthews made a motion, seconded by Commissioner Debnam, to appoint Commissioner Willis as the Town's representative to the "Damage Assessment Team". The motion was voted and carried.

Commissioner MacRae made a motion, seconded by Commissioner Newsom, to authorize the Town Attorney to draft a letter to Mr. Carroll Mann in response to a letter from Mr. Mann, dated January 7, concerning the Library. The motion was voted and carried.

Commissioner Newsom made a motion, seconded by Commissioner Willis, to adjourn at 8:21 p.m. The motion was voted and carried.

Clerk

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

The Board of Commissioners and the Town Attorney discussed a letter from Mr. Mann concerning restricting the use of facilities at his building and the legality of his position. The consensus was to have the Town Attorney draft a letter to Mr. Mann.

Commissioner Willis made a motion, seconded by Commissioner MacRae, to return to regular session at 8:16 p.m. The motion was voted and carried.

Clerk