

**TOWN OF LITTLETON**  
P. O. BOX 87  
LITTLETON, NORTH CAROLINA  
27850  
TELEPHONE (252) 586-2709

June 1, 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 May, 2009.
4. Approve for payment bills made in May, 2009.
5. Citizens concerns.
6. Consider Commissioner Matthews resignation.
7. Consider policy on driving police cars home.
8. Consider budget amendments.
9. Commissioners reports on activities in May, 2009.
10. Executive session pursuant to NCGS 143-18.11(a)(6) to discuss personnel issues.
11. Adjourn.

Additional Items:

**Resolution Of Appreciation for the Services of Nancy Myrick (R-09-008).**

Salaries adjustments for two employees

Health insurance payments for employee on unpaid sick leave

Additional vacation leave for Clerk

Replacement for vacant Commissioner seat

The Board of Commissioners of the Town of Littleton held their regular meeting, Monday, June 1, 2009, at 7:30 p.m. at the Town Hall. Present were Commissioners Patrick McAtee-MacRae, Betty Willis, Clara Debnam and Terry Newsom and Town Attorney Gilbert Chichester.

Mayor Hawfield opened the meeting with the Pledge of Allegiance.

Mayor Hawfield asked everyone to observe a minute of silent prayer for Nancy Myrick, former Town employee and Commissioner. Mayor Hawfield advised Nancy Myrick had been the first woman to be elected to the Board and served two terms and was appointed Town Clerk in January 1984 and served over 14 years. She had been instrumental in the Town going computerized and in joining the retirement system for employee's benefit. Mayor Hawfield read a resolution concerning Nancy Myrick and Commissioner Willis made a motion, seconded by Commissioner Debnam to adopt the **Resolution Of Appreciation for the Services of Nancy Myrick (R-09-008)**. The motion was voted and carried and is hereby incorporated by reference and made a part of these minutes.

Commissioner Willis made a motion, seconded by Commissioner MacRae, to accept the minutes of the regular meeting and budget workshop held in May as presented by the Clerk. The motion was voted and carried.

Following Mayor Hawfield noting the final payment to Halifax for the Industrial Building and the \$10,000 budgeted for the Fire Department had been paid, Commissioner Debnam made a motion, seconded by Commissioner Newsom, to pay the bills as presented. The motion was voted and carried.

Heidi Hogan asked about the two (dilapidated) buildings on North Main, Lafoon's and Johnston's. Mayor Hawfield advised he had send letters and spoken with the building inspector and had been assured it would get done.

Mayor Hawfield read a letter of resignation as Town Commissioner from Billy Matthews and Commissioner Willis made a motion, seconded by Commissioner Newsom, to accept the resignation with regret. The motion was voted and carried and is hereby incorporated by reference and made a part of these minutes.

Mayor Hawfield advised he had talked with the Chief of Police since the budget workshop and he had recommended reconsidering allowing officer to drive the police cars home. This would save money on the budget. Commissioner Newsom made a motion, seconded by Commissioner Willis, to adopt a new policy on police cars, they could be driven home by an officer living within 15 miles of Littleton with an additional 2 miles allowed at the discretion of the Chief of Police. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner Newsom, to approve the budget amendments as recommended. The motion was voted and carried and is hereby incorporated by reference and made a part of these minutes.

Commissioner Debnam gave the budget report for May, General Fund revenues YTD \$392,583.01 or 63%, expenditures 500,723.39 or 81%, Water & Sewer Fund Revenues YTD \$305,363.60 or 82% and expenditures \$262,167.77 or 70%. Mayor Hawfield referenced a letter from NC Department of Revenue stating that sales tax payments may be delayed.

Commissioner Newsom gave the police report for May and thanked Chief Suggs for a good report due to good policing.

Commissioner Willis reported there were no spills, violations or inspections at the WWTP, the part being worked on should be back in service next week. The Town had purchased 2,852,000 gallons of water, sold 1,957,000 and unaccounted for was 771,000 gallons. There had been another meeting with Halifax County and the Roanoke Rapids Sanitary District to work on the TThm problem. In response to a question from Alton "Buzzy" Parker, the progress on connecting to Warren County was discussed and Commissioner Willis reported it looked good to go forward.

Commissioner MacRae stated he didn't have much of a report for the Cemetery, just that he had received compliments on how it had looked lately.

Commissioner MacRae reported there was a possibility McIver Elementary may be closing and thought there was an opportunity to acquire the property for the Library and perhaps other uses. In discussion Commissioner MacRae made a motion to authorize him to check into the possibilities and road blocks and gather information to report back to the Board. Mayor Hawfield thought he was rushing and the upkeep would be very expensive. Discussion continued and Commissioner Newsom seconded the motion while stating he thought Commissioner MacRae already had the authority to look into the matter. Mayor Hawfield there were other possibilities within the Town limits and they might get lucky enough to get stimulus money for the Library. Heidi Hogan expressed sadness over the vacant buildings and the possibility of the school being vacant. Mayor Hawfield asked for a vote on the motion on the table and the motion was voted and carried, with Commissioners MacRae, Newsom and Debnam voting in favor and Commissioner Willis voting in opposition.

Commissioner Newsom made a motion, seconded by Commissioner Willis to enter into executive session pursuant to NCGS 143-18.11(a)(6) to discuss personnel issues at 8:02. The motion was voted and carried.

Regular session resumed at 8:27 p.m.

Commissioner Newsom made a motion, seconded by Commissioner MacRae to raise Officer Greg Bolton's salary \$0.50/hr in the 2009-10 Budget. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner MacRae to eliminate the Sergeant's position. The motion was voted and carried.

Commissioner Willis made a motion, seconded by Commissioner Newsom, to raise Assistant Town Clerk Leslie Carver's salary to \$13.00/hr in the 2009-10 Budget. The motion was voted and carried.

Commissioner Willis made a motion, seconded by Commissioner Newsom, to allow Town Clerk, in lieu of a salary increase, an additional 10 days vacation. The motion was voted and carried.

Commissioner Willis made a motion, seconded by Commissioner MacRae, to appoint James Kearney, III, to the vacant Board of Commissioners position. The motion was voted and carried.

Commissioner Newsom made a motion, seconded by Commissioner MacRae, to pay Officer Jenkins health insurance for the months of June and July. The motion was voted and carried.

Commissioner Debnam made a motion, seconded by Commissioner Newsom, to adjourn at 8:31 p.m. The motion was voted and carried.

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Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a)(6)

Mayor Hawfield informed the Board that a doctors report on Officer Jenkins stated he could be out 6 to 8 weeks. The Board of Commissioners discussed salary adjustments for two employees, additional vacation days for the Clerk, paying the health insurance for Officer Jenkins, replacement for Commissioner Matthews seat on the Board and getting rid of the Sergeants position.

Commissioner Newsom made a motion, seconded by Commissioner MacRae, to resume regular session at 8:27. The motion was voted and carried.

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Clerk