

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

April 4, 2013

AGENDA

1. Call regular meeting to order 4:00 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Consider approval of minutes of meeting(s) held March, 2013.
4. Approve for payment bills made in March, 2013.
5. Mark Russell, Mack Gay Associates, and Kent Williams, Williams Utilities, Inc. on North Side Grant.
6. Citizens Comments/Concerns:
 - a. none
7. Consider Budget Amendments
 - a. see attachment
8. **Resolution Authorizing the Disposition of Town Property (R-13-003)**. Declaring surplus and approving disposal of assorted computers, parts and peripheral equipment and two old wooden office desks from old Town Hall.
9. Commissioners reports on activities in March, 2013.
10. Mayor's remarks.
11. Adjourn.

Next regular meeting scheduled Monday, May 6, 2013 at 6:30.

Due to the Easter Holiday, the Board of Commissioners held their regular meeting Thursday, April 4th, 2013, at 4:00 pm. Commissioners present were Gerleen Pitchford, Clara Debnam, Heidi Hogan and Jimmy Kearney.

Commissioner Hogan made a motion seconded by Commissioner Kearney, to accept the minutes of the meeting held March 4, 2013. The motion was voted and carried.

Commissioner Hogan made a motion seconded by Commissioner Kearney, to accept the minutes of the KIPP meeting held March 14, 2013. The motion was voted and carried.

Commissioner Debnam made a motion seconded by Commissioner Pitchford, to approve payment of bills from March. The motion was voted and carried.

Commissioner Kearney made a motion seconded by Commissioner Hogan, to accept the proposed amendments as presented. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Following a short discussion on designation of an agent and disposal of a parking sign belonging to the former mayor, Commissioner Pitchford made a motion seconded by Commissioner Debnam, to adopt the **Resolution Authorizing the Disposition of Town Property (R-13-003)**, authorizing Commissioner Hogan to dispose of the surplus property. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Mayor Bobbitt recognized Mark Russell; Mr. Russell reported he had brought the signed contract and bond and they could move forward on getting them (Williams Utilities) back in town next week or the week after. In response to a question from Commissioner Hogan, Mr. Russell advised the original contract work would be finished first. Mayor Bobbitt thanked Mr. Russell for the report and the contract and would take the contract to the attorney the next day.

Commissioner Kearney reported the cemetery had its first grass cutting, things had been straightened and picked up and the cemetery looked good.

Commissioner Hogan gave the Library report; the Brownfields Inspection had been conducted, everything was ok except gasoline tanks buried in the area. There had been minor corrections to the report and the report would go Upper Coastal Plain Council of Government. If a second phase inspection was needed, it would also be paid by membership in the group. They were still getting donations for the Library; the plans were done and would circulate around to the Board Members. The next step was for the plans to go to Halifax County for approval.

Mayor Bobbitt gave the police report for Commissioner Newsom.

Mayor Bobbitt advised she was going to ask for bids and leaves were going to be cleaned out of the gutters.

Commissioner Pitchford gave the budget report; General Fund revenues YTD \$ 396,540 or 68%, expenditures \$290,387 or 50%, Water/Sewer Fund revenues YTD \$292,643 or 79% and expenditures \$222,476 or 60%.

Commissioner Debnam reported the Town had purchased 3.1 million gallons, 2,504,000 had been through the meter, and the Town sold 1,781,000 gallons of water. Two bacterial tests were negative. There had been no spills or violations of the waste water system. There had been one inspection.

Mayor Bobbitt asked the Board to submit their budgets and a brief discussion followed.

Mayor Bobbitt advised she had received information concerning a wine tasting fundraiser to benefit the Halifax County Arts Council at the Gallery on Roanoke Avenue, \$20 per ticket.

Mayor Bobbitt advised she received information on a Parks and Recreation Projects, the deadline was April 15 to submit an application. The Town could receive up to \$3,000. Discussion followed.

Mayor Bobbitt reported she had attended a meeting on Benson concerning Small Town Main Street Grants. There had to be a concerted effort from the citizens and the project could help put Littleton on the map. The Town would have to pay for gas and meals. John Mork would work with the Town to help put together an application.

Following discussion, the Board agreed to meet for a budget work session at 12:30 pm on Tuesday April 16th.

Commissioner Kearney made a motion seconded by Commissioner Pitchford to adjourn the meeting at 4:28 pm. The motion was voted and carried.

Clerk