

The Littleton Board of Commissioners held a work session Tuesday, May 14, 2013, at the Town Hall. Commissioners present were Clara Debnam, Terry Newsom, Heidi Hogan and Jimmy Kearney. The purpose of the meeting was to discuss the budget, Library, compensation, merchants association, a possible grant.

Mayor Bobbitt called the meeting to order at 1:03 pm.

Mayor Bobbitt distributed invitations to an organizational meeting for the Littleton Merchant's Association and stated she wanted to include everyone who was interested. The board discussed the formation of the Merchant's Association and approved the invitation.

The Board discussed several possible sites for KIPP and Mayor Bobbitt agreed to contact two of the property owners to see if they would be interested in selling to KIPP.

Mayor Bobbitt advised NCDOT now required a three page application 90 days before closing a street for a parade or event. The notification from DOT hadn't been received 90 days prior to the 4th of July Parade so she hoped they could negotiate with the State.

Commissioner Hogan advised a parade from the old library to the new library was planned for the opening of the new library and the board discussed the logistics of the parade. Commissioner Hogan made a motion seconded by Commissioner Kearney, to approve the Library Walk. The motion was voted and carried.

The Board discussed appointing an advisory board for recreation. Following the discussion, Mayor Bobbitt agreed to take on the task of finding members. The Board continued to discuss various possible walking paths and using the old football field at Lakeland Theater.

Commissioner Hogan advised the next step in the Library Renovation Project would be to meet with the Department of Commerce and Upper Coastal Plain Council of Governments. She went on to say there were two contractor options; letting the project out for bid for a general contractor or hire a contractor to act as construction manager. Discussion followed including decisions on materials to be used, i.e. tile or carpet, cabinetry and roofing.

The Board discussed brownfields inspection of two properties. One of the properties had been under consideration for the Town to purchase as a yard debris landfill, but would have to be ruled out so they needed to keep looking for suitable land.

Mayor Bobbitt advised two letters had been received concerning the COPS Grant and the close out of the grant had to be made final.

The Board discussed comp time and allowing department heads who worked over their normal hours to be allowed hour for hour time off with approval from the department commissioner, using a time sheet, and allowing Chief Suggs to use the accumulated hours since his hire date as long as it didn't affect his budget. Commissioner Newsom made a motion seconded by Commissioner Kearney, to allow Chief Suggs hour for hour for time worked over 42 hours/week from his hire date (October 2012) to this date, May 14, 2013. The motion was voted and carried.

Mayor Bobbitt advised she didn't have any bids yet for paving the road to the cemetery but she had someone who would be looking at the job. Sidewalk repairs were also discussed.

The Board discussed working on 5 or so ordinances, mostly concerning debris and abandoned buildings, removing the debris on College Street, and several dilapidated buildings. It was suggested Mayor Bobbitt contact Jay Myrick because of the amount of debris on College Street. The consensus concerning the ordinances was to work on Title IX General Regulations of the Town's Code of Ordinances.

Commissioner Debnam advised the proposed 2013-14 Water and Sewer Budget included a 3% raise for Superintendent Hamm. Board discussed giving a one-time bonus instead of a raise as there had been a raise in last year's budget and all employees should receive a raise at the same time. Commissioner Debnam made a motion seconded by Commissioner Hogan, to give Keith Hamm a one-time bonus of \$1,142.26 plus withholding and retirement, to be paid quarterly beginning with the first pay period in July 2013. The motion was voted and carried.

There being no further business, the meeting was adjourned at 2:52 pm.

Clerk