

The Board of Commissioners held a work session Tuesday, March 24, 2014, at the Town Hall. Commissioners present were Gerleen Pitchford, Sylvia Alston, Heidi Hogan, Terry Newsom and the Mayor Diana Bobbitt. Commissioner Clara Debnam arrived at 10:10 am.

Mayor Bobbitt called the meeting to order at 10:05 am.

C. Mann water issue – Mr. Mann adjusted/reduced his water bill payment by the amount of repair bill from Air Boss. The Town will not pay for repairs to heating and air unit. A letter was previously sent by Town Attorney Gilbert Chichester to Mr. Mann on this issue. Motion by Commissioner Hogan to turn the matter again over the Town Attorney. Motion seconded and carried. The Board request Mr. Chichester to send an additional letter on the matter or the Town would need to contact other tenants of the building that the water may be turned off for nonpayment.

Richard Scott - local candidate for NC Senate has requested to be added to the agenda for next regular scheduled Board Meeting. Discussion was held and the Board requests the topic prior to agreeing to add to the agenda. Any citizen is welcome to speak in the regular comments section of the Meeting. Noting the meeting is not a forum for political campaigning. Clerk to contact Mr. Scott on the topic. Commissioner Hogan advised the Board that Angela Bryant was fundamental in securing Grant Funds for the Library Project.

Library Surplus – Commissioner Hogan mentioned the contractors would be starting as soon as the contract was signed. Motion to declare original sliding doors and sell to Vince Holsey for agreed amount of \$150.00. Funds will become Library donation. Motion seconded and approved.

Commissioner Newsom suggested Police car 2002 Chevy Impala also be declared surplus and sell for scrap. Any funds collected will go into Police Budget. Motion presented, seconded and approved.

Library update - Commissioner Hogan reported that the contractors were ready to begin as soon as the Mayor signed the contract. Renovation should be completed by late August.

Hydrant Update – Commissioner Debnam reported the Fire Department inspected the hydrants that need to be replaced. The hydrants would be paid for as part of the Northside Contract.

D. Boone Update – Current Water Bill was paid on the 14<sup>th</sup>. Commissioner Debnam spoke with the grandson who mentioned that they had snaked the sewer lines. This did not fix the problem. Sewer is seeping in the yard. The family has threatened to contact NC Representative Michael Ray on this matter. The Town is concerned about the sewer issue. Perhaps a Lift station should be installed by the property owner. This is not the Town's responsibility and continues to be an issue.

Bank Resolutions – Resolutions required to add Wanda Clark, new Town Clerk as a signer on the bank accounts at FCB, BB&T and Capital Management Trust. Motion to adopt R-14-003, R-14-004 and R-14-005, seconded and carried.

Budget Timeline – Mayor Bobbitt reminded the Commissioners that it was Annual Budget time. She requested that proposed budget drafts be available by the next work session in April. She also stressed the Town of Littleton find funds for maintenance and repairs for Town buildings and prioritizing setting funds aside for the reserve fund.

Storage of Yard and Lawn Tools – The Mayor mentioned concern about the security of storing and access to the tools at the Police Station. Commissioner Newsome suggested the tools be stored in the front of the old town hall. He would be available to unlock when volunteers needed. Commissioner Hogan would also be on site to coordinate volunteers for street cleaning.

Truck Quote – Commissioner Debnam presented the availability of purchasing a truck for the Town and Sewer Dept. She suggested this was a good opportunity to replace the 1999 Dodge if the funds could be found in the budget. Following review and discussion of the current budget it was decided to not pursue this opportunity at this time. The Board agreed that it was best to consider budgeting for a new vehicle in the next fiscal year.

AAA Gas – Commissioner Hogan suggested the Town negotiate a seasonal rate with AAA prior to October. There is an opportunity for the Town to lock in a price per gallon for the season rather than paying market rate each month. Clerk will work with AAA Gas to lock in a new rate.

Cemetery – Commissioner Alston introduced the idea of adopting an “Opening Grave Fee”. She is aware that other cemeteries operated by municipalities are currently charging this administrative fee. She will continue to investigate and present to the Board at a later date.

Kipp Letter – Commissioner Hogan strongly recommend that the Commissioners and Mayor contact the Board of Commissioner of Halifax County in support of Kipp’s offer and continue to negotiate with the school. A draft letter was proposed and would be distributed to the Commissioner and Mayor for immediate action by the Clerk today.

Halifax County Recreation - Commissioner Alston thanked everyone for their support of the community meeting held to demonstrate and qualify need for additional recreation facilities in Littleton. The meeting was a success and Commissioner Alston was most appreciative to the community.

Commissioner Newsom made a motion seconded by Commissioner Hogan, to adjourn the meeting at 11:41 am. The motion was voted and carried.

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Clerk