

The Littleton Board of Commissioners held a work session Tuesday, June 17, 2014, at 10:00 am, at the Town Hall, 112 E. South Main Street. The following members were present: Mayor Bobbitt, Commissioners Clara Debnam, Gerleen Pitchford, Heidi Hogan and Sylvia Alston.

Mayor Bobbitt called the meeting to order at 10:06 a.m.

Commissioner Alston brought to the Board the annual mowing contract for the cemetery. She made the motion to approve contract with Olde South Properties for mowing at the rate of \$493.00. Seconded by Commissioner Hogan and motion carried. She also requested permission from the Board to purchase a metal detector for use in all departments. The motion was made and seconded; the Board approved the purchase at no more than \$1300.00. Commissioner Alston amend cemetery administration fee changed from Funeral Home collection of the fee to payment of the fee to Town Hall. The form will be placed on the website and Commissioner Alston will follow up with local funeral homes. Seconded and carried.

It was reported that stop signs were down at Hackett and North Main and Roanoke Ave and North Main. A three way sign should be placed beside Littleton Hardware at Church and North Main. Commissioner Hogan will find out what is required to replace the signs. Shrubs at North Main and Hackett need to be trimmed; visibility is impaired.

Beautification of North Main Street - Commissioner Hogan continues to gather estimates and proposals for the cleanup and upgrade of the green space behind the Town Hall. There is a meeting of the Main Street merchants scheduled for tonight at 5:45 p.m. to discuss considerations of parking, benches and trash cans.

Neighborhood Night Out – August 5th. General announcement that Deborah and Ron Girdley are hosting their neighbors in the spirit of National Night Out. Commissioners are suggested to attend and contact hosts.

Library update – Library will be completed by August 8th. (Pending Halifax County inspection) She is organizing the activity of moving hopefully the weekend of September 6th.

Burn Ordinance – What will the process be for a citizen who wishes to purchase a burn permit to override the Town Ordinance? Item will be turned over to Terry Newsom for continued development and tabled until the next meeting.

Close application for police officer position 07/31/2014. Commissioner Pitchford introduced the Interview Panel concept. Following discussion it was agreed that the interviews for the police officer position would be conducted by a panel on the date of August 7th. Commissioner Pitchford will contact discussed panelists on their interest and availability. Interviews would be scheduled at 45 minutes each. Interviews can start as early as 9:00 a.m. with starting salary range for the position \$27K - \$28K and include a probationary period.

Gerleen reported that Roanoke Rapids PD would be donating 2 surplus laptop computers to LPD. Mayor Bobbitt purchased replacement locks for the police department interior and exterior doors.

Cemetery Policies – Sylvia presented to the Board a sample copy of Kannapolis City Cemetery Rules and Policies for review and feedback.

Expiring Board Appointments – Expiring terms for Planning Board and Board of Adjustment. Possible candidates for upcoming appointments were discussed.

Commissioner Pitchford made the motion, seconded by Commissioner Debnam to adjourn the work session at 12:20 a.m. The motion was voted and carried.

Clerk