

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

August 04, 2014

AGENDA

Regular Scheduled Monthly Board Meeting 6:30 pm

1. Call Regular meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Motion to Approve Agenda
4. Consider approval of minutes of meeting(s) held July, 2014.
5. Approval for payment of bills made in July, 2014.
6. Board of Adjustments and Planning Board Appointments
7. Interview Panel – Police Officer
8. Employee Policies – Ethics and Probationary Period
9. Cemetery Regulations
10. Citizens Comments/Concerns limited to 5 minutes.
 - a. Burn Ordinance – Richard Kohl
11. Commissioners reports on activities in July 2014.
12. Citizens Comments – comments/questions limited to 2 minutes.
13. Mayor’s remarks.
14. Motion to enter into closed session pursuant to NCGS 143-318.11(a) (6) to discuss personnel. (and (3) to consult with attorney) if needed.
15. Adjourn.

Next regular meeting scheduled Thursday, September 04, 2014 at 4:00 pm.

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

The Board of Commissioners of the Town of Littleton held the regular board meeting on Monday, August 04, 2014, at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Terry Newsom, Clara Debnam and Heidi Hogan. Mayor Diana Bobbitt presided over the meeting. Thirty-four members of the public attended.

Mayor Nada Diana Bobbitt opened the meeting with the Pledge of Allegiance followed by the invocation.

Commissioner Debnam made a motion seconded by Commissioner Pitchford, to approve the Agenda for tonight's meeting. The motion was voted and carried.

Commissioner Pitchford made a motion seconded by Commissioner Debnam, to approve the minutes from July as written. The motion was voted and carried.

Commissioner Pitchford made a motion seconded by Commissioner Newsom, to approve the payment of the bills made in the month of July 2014. The motion was voted and carried.

The Mayor requested a motion to table agenda item on Board of Adjustments and Planning Board appointments until the work session on August 19, 2014. Commissioner Newsom made the motion seconded by Commissioner Alston. The motion was voted and carried.

Interview Panel – Police Officer: Commissioner Pitchford announced selected interview panel of Wes Tripp, Andy Bryant, Winifred Bowens, Marcia Spraggins and Bonita Knight. Motion made by Commissioner Alston and seconded by Commissioner Hogan to approve the panel. Concerns were noted by Clerk Wanda Clark regarding confidentiality of interviewees. She is consulting with League of Municipalities Attorney John Phelps and will contact the Board with his review within 24 hours.

Brush Removal Contract: Brush removal annual contract with S & W Landscaping Motion to approve made by Commissioner Alston, seconded by Commissioner Hogan. Contract reviewed without issues by Town Attorney Chichester. The motion was voted and carried.

Burn Ordinance: Commissioner Newsom presented proposed updated Ordinance 92.02 Burning Trash and 92.03 Bonfire, Personal/Social Campfire. Commissioner Newsom made a motion to approve the proposed ordinance. Commissioner Newsom read aloud the proposed ordinance. A copy is hereby incorporated into the minutes. Richard Kohl requested permission to speak before the vote rather than at the scheduled Citizens Comment period. Mr. Kohl requested the Board reconsider the requirement of a permit. Following lengthy discussion Commissioner Newsom made the motion to accept the proposed Ordinance as written; Commissioner Debnam seconded. The motion voted and carried.

Employee Policies – tabled to the work session, 08/19/2014.

Cemetery Regulations – Commissioner Alston presented proposed Official Notification from the Board to area Funeral Homes and area Monument Companies. A copy is hereby incorporated into the minutes. Following lengthy discussion on personal property within the Town Cemetery the Mayor

deferred to Town Attorney Chichester. Mr. Gilbert Chichester agreed the understanding is correct that it is personal, private property within the purchased plot. Comments followed from Bill Rodwell, Rebe Reid, Lynn Mosely and Richard Kohl. Proposed Notification will be made available at the Town Hall for public review.

Citizens Comments/Concerns: Mr. Richard Kohl and Mr. Bill Rodwell both commented in previous discussion above regarding Burn Ordinance/Permit.

Gabrielle Pamer – Requested an update from the Board on parking and improvements for merchants on North and South Main Streets. Commissioner Hogan responded with proposals from landscapers for improvements on the common area between North and South Main Streets. No additional parking spaces are planned at this time. Landscaper Proposal will be made available in the Town Hall.

Cemetery Report – Commissioner Alston reported the Cemetery Ordinances are on the website and encouraged the public review for future comment.

Street Report – Commissioner Hogan reported sidewalk repairs needed in front of BB&T. An engineer from NC DOT review is planned. Heavy concrete curbing is planned for North Main Street between Hwy 903 to Church Streets. Commissioner Hogan reported that 98 street lamps would be replaced by Duke Energy in the next few weeks.

Library Report – Commissioner Hogan reported that the Library project continues on schedule. Grand Opening planned for September 06, 2014. There may be additional funds within the grant available for improvements for the community. There will be meetings with NC Dept. of Commerce and further review.

Finance Report – Commissioner Pitchford read the July Finance Report. A copy is hereby incorporated into the minutes.

Water/Sewer Report – Commissioner Debnam read the July Water/Sewer Report. A copy is hereby incorporated into the minutes. Commissioner Debnam presented the Capital Improvement Resolution and changing Adoption Date from 2013 to 2022. Motion made and seconded to adopt the resolution and new date for the Water/Sewer Capital Improvement Plan. The motion carried.

Police Report – Commissioner Pitchford read the July Police Report. A copy is hereby incorporated into the minutes.

Citizens' comments on the Commissioners Report –

Mora Underwood addressed the Board regarding pot holes on College Street as a result of water and sewer cuts. Superintendent Hamm responded that all water and sewer cuts are planned for repair as soon as all construction is completed. Temporary gravel will be placed in the potholes on College Street.

Commissioner Debnam mentioned “Neighborhood Night Out” was planned for August 5, 2014 and would be hosted by Ron and Deborah Girdley at 200 Roanoke Avenue. Mr. Girdley invited all neighbors in the town to attend.

Mayor Bobbitt advised the next regular board meeting is September 4, 2014 at 4:00 p.m. and next regular work is scheduled for August 19, 10:00 a.m.

Commissioner Newsom made a motion seconded by Commissioner Pitchford to adjourn the session at 7:40 pm. The motion was voted and carried.

Clerk