

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

March 02, 2015

AGENDA

Monthly Board Meeting 6:30 pm

1. Call 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 February 2015.
5. Recognition of Gilbert Chichester, Town Attorney
6. Appointment of Kris Gardner, Oath of Office, Town Attorney
7. Approval for payment of bills made in February 2015.
8. Halifax County Water Purchase Agreement
9. American Legion Festival – 04.04.2015
10. Citizens Comments/Concerns limited to 5 minutes – Jimmy Clark – Shop local, Buy local
11. Commissioners reports on activities in February 2015.
12. Citizens Comments – comments/questions on Commissioner’s reports - limited to 2 minutes.
13. Mayor’s remarks.
14. **Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) (6) to consult with attorney or personnel. If needed.**
15. Adjourn.

Next regular meeting scheduled Monday, April 06, 2015 at 6:30 pm.

Town of Littleton Board Meeting
6:30 pm 03/02/2015

The Board of Commissioners of the Town of Littleton held the regular board meeting on Monday, March 02, 2015 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Heidi Hogan. Mayor Pro-Tem Terry Newsom presided over the meeting. Twelve members of the public attended as well as Town Attorney Gilbert Chichester and Attorney Kris Gardner.

Mayor Pro-Tem Terry Newsom opened the meeting with the Pledge of Allegiance followed by the invocation at 6:30 p.m.

Commissioner Alston made a motion seconded by Commissioner Debnam, to approve the Agenda. The motion was voted and carried.

Commissioner Alston made a motion seconded by Commissioner Hogan to approve the minutes from February as written. The motion was voted and carried.

Mayor Pro-Tem Newsom recognized Mr. Gilbert Chichester on his resignation as Town Attorney and presented him with a plaque for his many (27) years of loyal service to the Town of Littleton. Mr. Chichester graciously accepted the plaque and remarked on the pleasures and appreciation for his time with the former and current Mayors and Commissioners over the years of this, his town.

The Board introduced Mr. Kris Gardner as the new Town Attorney effective March 02, 2015

Commissioner Pitchford made a motion seconded by Commissioner Alston to approve the payment of the bills made in the month of February 2015. Discussion was held to determine if it was possible if FEMA would pay for the snow removal invoices. Clerk and Attorney will research FEMA Disaster requirements. The motion was voted and carried.

Commissioner Hogan requested the Budget Amendment be tabled until the work session on 03/18/2015.

Halifax County bulk water rate increase: Town Attorney Kris Gardner reported he had reviewed the letter announcing the rate increase and had also reviewed the current contract between the Town of Littleton and Halifax County Public Utilities. Attorney Gardner confirmed the county did have the authority to raise the bulk rate from \$2.65 to \$3.05 per 1000 gallons effect on July 1, 2015.

McIver School Property: Commissioner Alston reported the Halifax County School Board had recently placed the McIver School Property on Bacon Road, Littleton on the real estate market. The asking price is \$50,000.00. Commissioner Alston announced a public forum to be held at the Fire Hall on 03.18.2015 from 5:00 pm to 7:30 pm to discuss public interest in the property.

American Legion 425 Jazz Festival 04/04/2015. Commissioner Hogan reported American Legion Post 425 Commander Wylene Faulcon-Goins has scheduled a jazz festival on the town parking lot Saturday, April 4, 2015. There will be music and food. They are requesting Church Street to be closed between the two parking lots. It was noted that Church Street between South and North Main Streets is NC (State) Hwy 903 and required state permission for temporary closure. Ms. Faulcon-Goins is planning on meeting with Chief Bowens and Don Spraggins, Littleton Hardware on parking, safety and crowd control.

Office of Mayor – Discussion was held on the current vacancy and legally how to proceed with viable candidates. Town Attorney Gardner recommended the Board move forward with advertising the vacant position. Commissioner Alston expressed she is content with Commissioner Newsom remaining as Mayor Pro-Tem and suggested no appointment be made until later in the year. The Mayor's term will expire at the end of the year 2017.

Citizen's Comments – No citizen's comments or concerns noted.

Cemetery Report – Commissioner Alston reported she is still accepting applications for volunteers to log the graves at Sunset Hill and serve on an ad-hoc committee to review cemetery ordinances.

Street Report – Commissioner Hogan reported leaf pickups had not occurred due to snow and ice in the month of February. She also reported she is in the process of obtaining estimates for curbing and repairs to sidewalks on North and South Main Streets. She is working with NCDOT on specific issues in front of BB&T. St Alban's Episcopal requested approval for paving beside their church. Commissioner Pitchford made the motion seconded by Commissioner Alston to allow St. Alban's to move forward with the paving project. The motion voted and carried.

Finance Report – Commissioner Pitchford read the February Finance Report. A copy is hereby incorporated into the minutes. She requested all departments prepare their budgets and turn them into the Finance Officer no later than April 10, 2015.

Police Report – Commissioner Pitchford read the February Police Report. A copy is hereby incorporated into the minutes. Commissioner Pitchford expressed great appreciation for the donations of LED lights for the Dodge Charger. Commissioner Pitchford made the motion seconded by Commissioner Alston to charge a fee of \$6.00 for fingerprints taken at the Police Department. The fee will be collected at Town Hall. The motion voted and carried.

Water/Sewer Report – Commissioner Debnam read the February Water/Sewer Report. A copy is hereby incorporated into the minutes.

Citizen's Comments –Marsha Spragins expressed appreciation for the hard work the Board is doing. Don Spragins remarked how nice it was to have the street cleaned quickly following the recent snow storm. Sally Hawfield asked if anyone knew a good reference on someone able to

trim the crape myrtles. Jim Hogan reminded all of the upcoming Irish Show at Lakeland and Moira Underwood requested additional information on the current budget.

Mayor's Remarks – Mayor Pro-Tem Newsom recognized Wanda Clark's one year anniversary as Town Clerk.

With no further business Commissioner Alston made the motion, seconded by Commissioner Pitchford to adjourn the meeting at 7:45p.m. The motion was voted and carried.

Clerk