

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

AGENDA March 07, 2016

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 the Agenda
4. Consider approval of Minutes of meeting(s) held February 2016
5. Approval for payment of bills made in February 2016
6. Adopt Resolution – Audit Contract FY2015-2016
7. Adopt Resolution – UCPCOG in support of PARTF Grant Application
8. Adopt Resolution – in support of Halifax County Parks and Recreation Master Plan
9. Adopt Resolution - in support of Littleton Recreation Committee members
10. Adopt Halifax Community College/Ella Baker Committee Contract
11. Police Department/Dawson Construction Proposal
12. Citizens Comments/Concerns limited to 5 minutes –
 - a. Bernard Burch – Johnston Street Alley
 - b. Keith Hamm – Debris Pick Up
13. Commissioners Reports on activities in February 2016
14. Citizens Comments on Commissioner Reports – comments/questions - limited to 2 minutes.
15. Mayor’s remarks. –
16. Motion to enter into closed session pursuant to NCGS 143-318.11(5)(i)
(To consider property acquisition of 107 and 109 Church Street owned by Jack and Kathy Lafoon for the purpose of a town park)
17. Adjourn -

Next Board Meeting scheduled Monday, April 04, 2016 at 6:30 pm.

All meetings are open to the Public.

The Town of Littleton is an equal opportunity provider, and employer.

The Board of Commissioners of the Town of Littleton held the regular Monthly Board Meeting on Monday, 07, 2016 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Heidi Hogan, Clara Debnam and Donald Spragins. Mayor Ron Girdley presided over the meeting. Nineteen members of the public were in attendance.

Mayor Girdley called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Police Chief Winifred Bowens provided the Invocation.

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

Commissioner Alston made a motion, seconded by Commissioner Hogan to approve the minutes from February 2016 as written. The motion was voted and carried.

Commissioner Pitchford made the motion, seconded by Commissioner Debnam to approve the payment of the bills made in the month of February 2016. The motion voted and carried.

Adopt Annual Financial Audit Contract – Commissioner Pitchford made the motion, seconded by Commissioner Alston to adopt the audit contract presented by Larry Carpenter, CPA for FY 2015-2016 in the amount of \$5,900.00. The motion voted and carried.

Resolution R-16-008 – Commissioner Alston made the motion, seconded by Commissioner Hogan to adopt Resolution R-16-008 in support of UCPCPG contract in the amount of \$6,500.00 for planning and grant writing services pertaining to NC PARTF Grant. The fee would be paid from the newly created Recreation Budget. The motion voted and carried.

Resolution R-16-009 – Halifax County Comprehensive Parks and Recreation Plan – Commissioner Alston made the motion, seconded by Commissioner Hogan to adopt Resolution R-16-009 in support of the Halifax County Comprehensive Parks and Recreation Plan. The motion voted and carried.

Resolution R-16-010 – Establishing Recreation Committee – Commissioner Alston made the motion, seconded by Commissioner Hogan to adopt Resolution R-16-010 creating Parks and Recreation Advisory Board. The motion voted and carried.

Commissioner Alston reported on the scheduled activities slated for the first Ella Baker Day in Littleton, NC. Local interest has grown significantly and the HCC auditorium is required to accommodate a larger number of attendees. The HCC contract for use of the Centre Theater for the Ella Baker production to be held April 15, 2016 requires Board approval. Commissioner Alston made the motion, seconded by Commissioner Debnam to adopt the contract as part of the Ella Baker Halifax County Arts Grant. The motion voted and carried.

Dawson Construction Project Proposal – Commissioner Pitchford made the motion in support of the proposal presented by Mr. Buster Dawson to prepare renovation plans for the Littleton Police Station (117 E. South Main Street) in the amount of \$11,600.00. The amount would be paid from Fund Balance to be reimbursed when USDA Funding is secured. Commissioner Alston seconded the motion. The motion voted and carried.

Citizens Comments/Concerns: Mr. Bernard Burch was not present.

Mr. Keith Hamm submitted a burn permit application to the Board. Mr. Hamm reported yard debris collected from trees and shrubs in his yard and taken to the street for curb located at 120 College Street were not picked up on the last two monthly scheduled pickups.

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Mayor Girdley thanked Mr. Hamm for his comments and the Board would take this issue under advisement.

Commissioner Reports on activities during the month of February 2016 –

Cemetery Report – Commission Alston advised Cemetery lawn cuts have been scheduled for 2016 on file at the Clerk's office. A Public Input Meeting has been scheduled for March 9, 2016 at 2:30 pm for public comments and concerns on the cemetery.

Street Report – Commissioner Hogan reported NC DMV will be repainting the parking lines along South Main Street in the very near future. The next brush pick up will be scheduled for the last week in March. And Commissioner Hogan is seeking a professional to trim the crepe myrtles along North and South Main Streets. She is open to suggestions.

Water/Sewer Report – Mayor Pro Tem Debnam read the February 2016 (01.15.16-02.15.16) Water/Sewer Report. A copy is hereby incorporated into the minutes.

Police Report – Commissioner Pitchford read the February 2016 Police Report. A copy is hereby incorporated into the minutes. She reported the Halifax County Health Department has provided a medicine drop box to the Littleton Police Department.

Finance Report – Commissioner Spragins read the February Finance Report. A copy is hereby incorporated into the minutes.

Citizens Comments - Carolyn Ross-Holmes and Florine Bell expressed their appreciation to the Board and the Clerk for their support of the first annual Ella Baker Day.

Mayor's Remarks – Mayor Girdley shared his appreciation to the public for their attendance and reminded all to vote on March 15, 2016.

Commissioner Pitchford made the motion, seconded by Commissioner Spragins to go into closed session pursuant to NCGS 143-318-11(5)(i) to consider the property acquisition of 107 and 109 Church Street owned by Jack and Kathy Lafoon for the purpose of a town park.

The Board returned to open session.

Commissioner Alston made the motion, seconded by Commissioner Hogan to offer \$7,500.00 to purchase the property located at 107 and 109 Church Street from Kathy and Jack Lafoon to be developed into a town park. The offer is contingent on receiving a NC PARTF Grant with closing in October, 2016. The motion voted and carried.

With no further business Commissioner Alston made the motion, seconded by Commissioner Debnam to adjourn the meeting at 7:06 p.m. The motion was voted and carried.

Clerk