

TOWN OF LITTLETON

03.21.2017

Board of Commissioners Work Session

The Board of Commissioners of the Town of Littleton held the regularly scheduled work session on Tuesday, March 21, 2017 at 9:00 am. In attendance were Commissioners Gerleen Pitchford, Heidi Hogan, Sylvia Alston and Don Spragins. A quorum was present. Commissioner Clara Debnam emailed that she would be absent due to a death in the family.

Mayor Ron Girdley called the meeting to order at 9:05 am. The Board immediately entered into CLOSED SESSION pursuant to NCGS 143-318-11(a)(6) to discuss personnel matters concerning the Police Department. The Board returned to OPEN SESSION at 9:57 am.

Commissioner Alston made the motion, seconded by Commissioner Spragins to offer Eric Johnson a Full Time position at the rate of \$44,000.00 and allow a PD vehicle to drive back and forth to work (take home vehicle). The motion voted and carried unanimously.

Sidewalk and Storm Drain repair – Commissioner Hogan reported she has received two estimates for the sidewalk and storm drain repair and replacement work at Harvey and Ferguson Streets. Carolina Earth Movers \$27,500.00 and Rightmyer Machine Rentals \$15,420.00 + \$1,555.00 = \$ 16,975.00 to be paid with Powell Bill funds. Commissioner Alston made the motion, seconded by Commissioner Hogan to accept the proposal from Rightmyer Machine Rentals. The motion voted and carried unanimously.

Commissioner Hogan also reported she is getting quotes from Tony Silver for sidewalk, curb repair at 209 Mosby Avenue. There is also an issue in front of the Baptist Church Office building on Mosby Ave and Hwy 158. There was discussion if this was an issue for NC DOT. Commissioner Hogan also inquired if the sidewalk repair in front of the police station should wait until after the renovation work is completed. The Board agreed to hold off on the repairs in front of the police station. Commissioner Hogan reported there are sidewalk repair issues all over town and the town would be addressing them as Powell Bill funding becomes available.

Traffic Barriers – Commissioner Pitchford reported she has asked Chief Bowens to obtain estimates for purchasing traffic barriers for the town.

HCIA Catering event – Town Clerk reported obtaining several quotes from caterers for the upcoming HCIA (Halifax County Intergovernmental Association) event May 24, 2017. A Catered Affair at \$9.50 per person at the new banquet room at the Littleton Town Center. Grandpa's BBQ at \$254.00 for 35 people or about 8.50 per person at the Town Library. A third quote from Teresa Nagy, Special Moments was presented at \$10.50 per person at the Town Library. Commissioner Hogan made the motion, seconded by Commissioner Spragins to support A Catered Affair at the new Littleton Town Center. The motion voted and carried unanimously.

National Night Out - Town Parking Lot – Mayor Girdley, was representing the Littleton Citizen's on Patrol group requested permission to use the Town Parking Lot for National Night Out, Tuesday, August 1, 2017. Commissioner Hogan made the motion, seconded by Commissioner Pitchford to allow the use of the Town Parking Lot for National Night Out – Community Event sponsored by the Littleton COP's. The motion voted and carried unanimously.

Website – New Assistant Town Clerk Holly Barcelo suggested the Board opened discussion of what kinds of things they would like on the Town's official website. Commissioner Alston suggested an events or calendar page. Holly mentioned that she needs to learn the General Statutes and what information is legally allowed on a town website. It was agreed that the website can be a tool for community development. Holly agreed she will gather more information before the next work session.

Schedule Budget Meeting April and May – The Board agreed to meet to discuss the upcoming 2017-2018 Budget at the work session scheduled Tuesday 04.18.2017 at 9:00 am.

Code Enforcement / Zoning Ordinances - Town Clerk Wanda Clark reported to the Board her conversation with Bob Burke on the current zoning of the Littleton Industrial Building. The parcel is currently zoned Light Industrial and

defined in the Littleton Zoning Ordinances adopted April 1, 1985 by the Littleton Board of Commissioners. Following a brief discussion it was agreed that Clerk Wanda Clark will contact Halifax County Chris Roundtree to discuss code enforcement in Littleton. Board request the Clerk update the Board once more details are available.

Commissioner Heidi Hogan was excused from the meeting at 11:05 am.

Demolition / Town Park - Commissioner Alston is moving forward with the demolition bid process. Commissioner Alston requested the Clerk contact the School of Government for SAMPLE demolition bids. Commissioner Alston hopes to have bid specs ready by first week of April.

Cemetery – Commissioner Alston reported there is a tree at the cemetery that she is concerned may be dead. She is waiting to see if any buds come out this spring. Clerk Clark will send Tree trimming contractor contact information.

With no further business the meeting adjourned at 11:19 am.

Town Clerk