

TOWN OF LITTLETON

04.18.2017

Board of Commissioners Work Session

The Board of Commissioners of the Town of Littleton held the regularly scheduled work session on Tuesday, April 18, 2017 at 9:00 am. In attendance were Commissioners Gerleen Pitchford, Heidi Hogan, Sylvia Alston and Don Spragins. A quorum was present. Mr. Bill Hock and Police Chief Bowens were also in attendance.

Mayor Ron Girdley called the meeting to order at 9:00 am.

Mr. Bill Hock updated the Board on his plans to have a small event on the property of Main Street Produce from 12:00 pm -4:00 pm Monday, 05/29/2017 - Memorial Day Sale. This type of event does not need Town of Littleton Board of Commissioners approval.

Budget (2017-2018) – Commissioner Hogan discussed the options for the Street Budget. She is considering the cost of a truck, trailer and a fulltime street employee. She is also pricing commercial lawnmowers. She will come back to the next budget work session with figures. Commissioner Alston request annual budget of \$10,000.00 for the cemetery and \$10,000.00 for recreation. Commissioner Pitchford is requesting a budget to afford four full time officers. It was agreed to meet again to discuss the budget following the Monday, May 01, 2017 meeting.

Commissioner Pitchford reported the Police Department has ordered lightweight traffic barriers, \$300.00.

Chief Bowens presented to the Board the offer from Roanoke Rapids Police Department to sell two Dodge Charger Detective vehicles in the amount of \$3,500.00 each. The vehicles include all equipment exceed police radios. Commissioner Pitchford made the motion; seconded by Commissioner Debnam to purchase both vehicles in the amount of \$7,000.00. The money is included in the current police budget. The motion voted and carried unanimously.

Police Chief Bowens reported that the current police vehicle, dodge charge has a problem with the steering wheel column. Dodge in Rocky Mount quoted \$3000.00. She priced Gio's Automotive a used part and installation in the amount of \$225.00 with warranty. Installation would be an additional \$150.00.

Commissioner Pitchford presented to the Board a Take Home Vehicle Policy for Littleton Police Officers. Following discussion it was agreed that Commissioner Pitchford would distribute the policy for further review and place on the agenda of a future work session.

Commissioner Pitchford made the motion; seconded by Commissioner Alston to purchase police car radios (2) in the amount of \$1565.41 for the cars purchasing from RRPD. The money will come from the current police budget.

Commissioner Pitchford requested the Clerk re advertise the open police officer position. In the ad include the \$8000.00 benefit allowance.

Chief Bowens reported to the Board an incident between the Littleton Volunteer Fire Department and Buddy Isles during a recent fire at Buddy Isles Tire and Automotive. The incident is currently under investigation by Chief Bowens.

The Board requested an update from a recent Community Development Class attended by Clerk Wanda Clark at UNC SOG. The Clerk stressed the need for a vision or strategic plan for this community. Issues of concern included housing codes, affordable housing, economic development and the responsibility of local government. The course offered direction on how to be supportive and inclusive to revitalize our local resources and local capital.

NC Rural Days – The Mayor requested the Boards approval to allow Holly Barcelo to attend NC Rural Days hosted by NC Rural Center. She plans to attend with Christina Wells, Lake Gaston Chamber of Commerce. Holly has been asked to prepare a 5 min report for the Board upon here return.

Website – Holly Barcelo prepared a revision of the Town website presentation for Board review and discussion. She is adding a calendar of events and a few cosmetic changes.

Gaming Application – Clerk Wanda Clark informed the Board of a pending gaming application for 100 E. South Main. The Application is in the background check stage. The application will be reviewed for approval at the next town meeting. Commissioner Hogan inquired on adequate parking. Commissioner Spragins added that the two churches may have an issue with this application.

Littleton Board of Planning / Littleton Board of Adjustments – The Board reviewed the members of the respective Boards. Several current members’ terms are expired or are expiring. Following discussion the Board directed the Clerk to contact Town Attorney Kris Gardner to inquire if the two Boards can be merged as one.

Code Enforcement – Zoning Ordinances – The Board requested the issue be postponed until Chris Roundtree with Halifax County Planning is available to meet.

Demolition – Commissioner Alston asked the Board what they would like to do with the remaining items in the building. She will be available on Saturday April 22nd at the building for items to be picked up. If additional items are to be purchased at that time, Commissioner Alston will collect the money and write a receipt. It was agreed to donate the grinding wheel to Historic Halifax Museum.

Sidewalk repair estimates – Commissioner Hogan reported the storm drains, sidewalk work on Ferguson Street continues as they rebuild the junction box below the street. She indicated the budget (\$17,000) may increase as much as \$1000.00 to be paid with Powell Bill funds. Commissioner Alston made the motion; seconded by Commissioner Pitchford to increase the budget as much as \$1,000.00 if necessary to complete the work. The motion voted and carried unanimously. Sidewalk repair on Mosby Avenue, Tony Sliver estimate to cut, remove and replace 1550 sq ft. of existing concrete sidewalks and 25 ft of curb and gutter on the corner of Mosby Avenue and Mosby Ave in front of the Baptist Church, \$11,875.00. Discussion ensued whether NCDOT is responsible for repairs on HWY NC 158. Commissioner Hogan has inquired with Ron Keeter, NCDOT and it is possible they will reimburse some of the expense. Clerk Wanda Clark noted the amount of Powell Bill Funds spent this fiscal year will be \$68,000.00. Commissioner Alston made the motion; seconded by Commissioner Hogan to proceed with the work as quoted by Tony Silver. The motion voted and carried. Two Commissioners voted in favor with three Commissioners not voting. The motion carried 5-0 as non-votes are counted as the affirmative.

Motion to go into **Closed Session** pursuant to NCGS 143-318.11(a)(6) to discuss a personnel matter at 12:26 pm. The Board returned to Open Session at 1:07 pm.

With no further business the meeting adjourned at 1:07 pm.

Town Clerk