

Town Hall
112 East South Main Street
December 04, 2017

MONTHLY BOARD MEETING

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 November 2017
5. Approval for payment of bills made in November 2017
6. Adopt Order of Disapproval for Lucky Dollar Sweepstakes
7. Clarification of Minutes
8. Greater Littleton Development Partnership, Ms. Kim Gray –Town Parking Lot Project Update
9. Commissioner Reports on activities in November 2017
10. Citizens Comments on Commissioner Reports – Comments/questions – limited to 2 mins
11. Mayor’s Remarks
12. Oaths of office
 - a. K. Owen Scott, Mayor
 - b. Stephen Barcelo, Commissioner
 - c. M. Bonita Knight, Commissioner

Recess – 5 Minutes

13. Election of Mayor Pro Tempore – Oath of Office Mayor Pro Tempore
14. Citizen Concerns and Comments –
 - a. Mr. Kenneth Carroll – Tammy’s Place Development Project
15. Mayor’s remarks
16. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(6) to discuss personnel
17. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, December 04, 2017 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Heidi Hogan, Clara Debnam, Donald Spragins, Commissioners elect Stephen Barcelo, and M. Bonita Knight, Mayor Elect K. Owen Scott and twelve (12) members of the public. Mayor Ron Girdley presided over the meeting.

Mayor Girdley called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Mr. Keith Hamm followed with the invocation.

Commissioner Debnam made the motion; seconded by Commissioner Alston to approve the Agenda. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Spragins to approve the minutes of the November meetings. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Debnam to approve the payment of bills made during the month of November 2017 with the caveat by Commissioner Hogan that the check for Olde South will not be issued until the work was complete. The motion voted and carried unanimously.

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

Adopt Order of Disapproval for Lucky Dollar Sweepstakes, Atty. Kris Gardner presented the drafted order for the Disapproval of the Lucky Dollar Sweepstakes based on the conditions that were not met at the Public Hearing on October 17th. Commissioner Alston made the motion; seconded by Commissioner Pitchford adopting this order. The motion voted and carried unanimously.

Clarification of Minutes Commissioner Alston stated a clarification of the Minutes on October 14th 2014, paragraph 5. The minutes state that a motion was made to allow Kenny Wilson to service all town vehicles. Commissioner Alston clarified that this did not mandate an exclusive contract, only a motion that his service would not constitute a conflict of interest.

Greater Littleton Development Partnership, Ms. Kim Gray –Town Parking Lot Project Update requesting services of the NC Main Street and Rural Planning Center – Commissioner Hogan explained this is a supplement to the Rural Planning. Commissioner Hogan made the motion seconded by Commissioner Alston to adopt the resolution. The motion voted and carried unanimously.

Commissioner Reports:

Parks and Recreation – Commissioner Alston then updated the Board that she will be meeting with Luann Bryan the following day to complete a site visit. The Parks and Recreation committee will be voting on 5 proposals of playground equipment, which will then be presented to the board for approval. Commissioner Alston stated that due to both initial costs and maintenance costs the splash pad will not be a part of the Pocket Park.

Cemetery Report – Commissioner Alston reported that the cremation garden is complete. Commissioner Alston offered her thanks to Philip Alston, Joseph Lee, Lollie Johnston, and Matt Johnston as with everyone's help they came in under budget at less than \$2,000 rather than the \$5,000 in the plan. One side of the cremation garden has been left open to allow for future expansion.

Street Report – Commissioner Hogan reported the first loose leaf pickup of the season had just begun on December 4th. She reminded all citizens to not mix loose leaves and brush, and also that pine straw cannot be vacuumed. Commissioner Hogan stated that the Holiday Lights will be up through the end of January, being taken down in time for the trimming of Crepe Myrtles in February. Commissioner Hogan also advised citizens that when inevitable pot holes come from the cold weather to please call the new Street Commissioner. At 6:30 on Friday night there is a community sing at the tree, with a freeze location at the South Street Baptist Church. She also stated another loose leaf collection close to Christmas. Commissioner Hogan then stated that she requests to remain in charge of the Community Service Program until the current workers have worked their time. Commissioner Alston made the motion; seconded by Commissioner Debnam that Heidi Hogan would continue to supervise the Community Service workers until the end of January. The motion voted and carried unanimously.

Water/Sewer Report – Commissioner Debnam read the water sewer report. A copy is hereby incorporated into the minutes. No sewer spills, inspections, or overflows reported.

Police Report – Commissioner Pitchford read the Police Report for the month of November 2017, Littleton Township. A copy is hereby incorporated into the minutes. Commissioner Pitchford stated that the Audit has come back and she is now waiting on Katie from SERCAP in regards to the grant for the new Police Station. She also stated that the burn permit for the condemned houses at the corner of Ferguson and Warren has been applied for and the burn is scheduled for Jan 20th at 8am, with a rain date of Jan 27th.

Finance Report – Commissioner Spragins read the Finance Report for the month of November 2017. A copy is hereby incorporated into the minutes.

Citizens Comments on Commissioner Reports –

No citizens wished to comment on the commissioner's reports.

Mayor's Remarks – Mayor Girdley then thanked the Town of Littleton, and the commissioners for their help in helping him work as Mayor. Commissioner Alston extended her thanks to the Mayor.

Oath of Office for Mayor K. Owen Scott - K. Owen Scott was sworn in as Mayor of Town of Littleton by Mayor John R. Girdley

Oath of Office for Commissioners – Stephen Barcelo was sworn in as Town Commissioner by Interim Clerk, Holly Barcelo. M. Bonita Knight was sworn in as Town Commissioner by Mayor K. Owen Scott.

Recess – Commissioner Alston made the motion; seconded by Commissioner Hogan to recess for 5 minutes to allow the new board to take their seats.

At 7:15 Mayor Scott called the meeting back to order.

Election of Mayor Pro Tempore – Oath of Office Mayor Pro Tempore – Commissioner Pitchford nominated Commissioner Debnam. Mayor Scott asked Commissioner Debnam if she would continue on as Mayor Pro Tempore. Commissioner Pitchford made the motion; commissioner Knight Seconded the motion to have Commissioner Debnam as Mayor Pro Tempore. She was sworn in by Mayor Scott.

Citizens Concerns and Comments- Mr. Kenneth Carroll addressed the board with an update on his restaurant. He stated he has submitted a site plan for review and expressed his concern that in the past site plans have been approved by Mr. Skilton sending a letter to Halifax County. He requested that Mr. Skilton review the site plan as soon as possible whether it was in open meeting or with a letter. He also requests that the board consider paying for one or all of the taps that he will require with his new building as he will be investing \$1.3 million into the town by the time all is complete.

Mr. Carroll also offered his help to the new board in assisting new businesses, and economic development.

Mayor's Remarks – Mayor Scott thanked Ms. Hogan, Ms. Alston and Mr. Girdley for their service for this town.

Commissioner Pitchford made the motion: seconded by Commissioner Debnam to go into Closed Session pursuant to NCGS 143-318.11(a)(6) – To discuss a personnel matter.

The Board returned to Open Session at 7:37 pm.

Commissioner Pitchford made the motion; seconded by Commissioner Knight to have Evelyn Melton bonded and to increase her work to 16 hours a week at her current pay rate of \$8.33. The motion voted and carried unanimously.

With no further business Commissioner Spragins made the motion; seconded by Commissioner Pitchford to adjourn the meeting at 7:42 pm. The motion voted and carried unanimously.