

**TOWN OF LITTLETON**

**LITTLETON, NORTH CAROLINA**

Town of Littleton  
112 East South Main Street

**AGENDA**

**April 11, 2022**

Held at Town Hall and Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Consider approval of payment of bills for April 11, 2022
4. Budget Amendments
5. ARPA \$2 million Offer/Acceptance Resolution
6. Town Property beside Casa Mia's
7. Use of Town Hall Policy
8. Town Hall hours
9. Board Meeting Monthly Schedule
10. Street Signs
11. Cleaning Floors – Town Hall/Police Dept
12. Halifax Horizons Meeting – April 13, 2022 at 5pm
13. GLDP/Farmer's Market questions
14. Event Permit
  - a. Sabina A. Gould Day!
  - b. GLDP 1<sup>st</sup> Friday, May 6, 2022
  - c. Roanoke Valley Relay for Life
  - d. Lake Gaston Festival – Littleton Lions Club
15. Citizen's concerns and comments
  - a. Ken Carroll
  - b. GLDP
16. Commissioners Reports on activities – March 2022
17. Citizens Comments on Commissioners reports
18. Mayor's remarks
19. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular meeting Monday, April 11, 2022 at 6:35 p.m. at the Town Hall and remotely through Zoom.** Present were Commissioners Ophelia Gould-Faison, Clyde Johnston, Lynn Moseley, Police Chief Phillip Trivette, and Police Officer Donald Duke. Mayor Pro Tem Steven Barcelo called the meeting to order at 6:35 p.m.

Commissioner Johnston made a motion; seconded Commissioner Gould-Faison made a motion to approve the agenda. Motion voted and carried.

**Consider approval of payment of bills for April 11, 2022** – Commissioner Gould-Faison made a motion; seconded by Commissioner Johnston to approve the bills as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

**Budget Amendments** – Budget amendments for the police department, sewer department and the street department were presented and review by the board. Commissioner Moseley made a motion to approve the budget amendments; seconded by Commissioner Gould-Faison. Motion voted and carried. A copy of the amendments is hereby incorporated into the minutes.

**ARPA \$2 million Offer/Acceptance Resolution** – Mayor Pro Tem Barcelo stated that the town has received funds from the American Recuse Plan Act in the amount of \$2 million. A resolution of acceptance was presented to the commissioners. After reviewing the resolution, a motion was made by Commissioner Gould-Faison to adopt the resolution; seconded by Commissioner Moseley. Motion voted and carried. A copy of the resolution is hereby incorporated into the minutes.

**Town Property beside Casa Mia's** – Mayor Pro Tem Barcelo stated that there is a very small piece of property that the town owns adjacent to Casa Mia. The Fitts foundation would like to purchase this property from the town. After some discussion, the item was tabled until the next meeting. The commissioners would like to speak with the town attorney on the options on this.

**Use of Town Hall Policy** – The Use of Town Hall Policy was presented to the commissioners for their review. The policy has also been review by the town attorney. Motion was made by Commissioner Moseley to approve the Use of Town Hall Policy; seconded by Commissioner Johnston. Motion voted and carried.

**Board Meeting Monthly Schedule** – Mayor Pro-Tem Barcelo gave the suggestion to only have board meetings once a month during the summer month. Motion was made by Commissioner Gould-Faison to approve changing the board meeting schedule to once a month; seconded by Commissioner Johnston. Motion voted and carried. A public notice will be put out informing the town citizens of this change.

**Street Signs** – Chief Trivette noted that we have a quote of street signs, the quote is for \$5939.40 and of this amount we have \$5000 that was donated to help with this purchase. A motion was made by Commissioner Mosley to approve the purchase of the street signs; seconded by Commissioner Gould-Faison. Motion voted and carried.

**Floor Cleaning Town Hall/Police Dept** – Mayor Pro-Tem Barcelo opened the bids for the flooring cleaning at Town Hall and the Police Department. Johnny Cain, who's bid was lowest, was awarded the job to clean the floors. Motion made by Commissioner Moseley and seconded by Commissioner Gould-Faison.

**Halifax Horizons Meeting** – Commissioner Gould-Faison stated that she would not be able to attend this meeting due to a scheduling conflict. Commissioner Moseley noted that he plans to attend.

**First Saturday Farmer’s Market Question** – Mayor Pro-Tem Barcelo presented a copy of questions that had been emailed to the town clerk from the GLDP regarding the farmer’s market. The board reviewed and discussed the questions and were able to answer all but: can petting zoo be allowed and how many vendors can set up at each market. The commissioners would like to think about and consider these questions further. Will discuss again at a future meeting.

**Event Permit** – Event Permits were presented for the following events:

- Sabina A. Gould Day! The event is scheduled for June 11, 2022. Motion made to approve the event by Commissioner Johnston; seconded by Commissioner Moseley.
- GLDP 1<sup>st</sup> Friday Event – scheduled for May 6, 2022. Motion made to approve the event by Commissioner Moseley; seconded by Commissioner Johnston
- Roanoke Valley Relay for Life – Phyllis Cane presented information on the event that is scheduled for June 26, 2022. Motion made to approve the event by Commissioner Gould-Faison; seconded by Commissioner Moseley
- Lake Gaston Festival – Littleton Lions Club scheduled for September 2-3, 2022. Motion made to approve the event by Commissioner Moseley; seconded by Commissioner Gould-Faison.

**Citizens Concerns and Comments** – Ken Carroll was unable to attend the meeting. For the GLDP, Buddy Isles noted the following: the movie night previously noted has been tabled, landscaping on N Main Street have been pruned and cleaned with the crepe myrtle trees being pruned, he asked for support from the town to help to fund the GLDP upcoming project of cleaning up the railroad tracks behind Casa Mia’. Mayor Pro-Tem Barcelo informed Mr. Isles that we do not own that property and cannot give the GLDP permission to clean it up. It was suggested that the GLDP contact CSX to be sure that they will approve the work that is asking to be done. Mr. Isles also asked that the GLDP be added to the budget for 2022-2023. The GLDP would also like to ask to be able to clean, paint and re-letter the concrete street signs.

**Commissioners Reports on activities – March 2022:** Streets – Commissioner Barcelo noted that the department is mowing the grass throughout the town and we will begin the bid process soon for streets and sidewalks to be repaired.

Water/Sewer – Commissioner Gould-Faison thanked Luke Compton for all his hard work and asked him to present his water/sewer report to the board. Luke presented his report to the board and noted that we need to ask the citizens to please not put grease down the drain. A copy of the report is hereby incorporated into the minutes.

Commissioner Gould-Faison noted that there are several items that are needed for the water/sewer department and she presented those items to the board. The items included: a gas monitor for confined spaces, trash pump 4” intake/output and inspection camera system. The approximate cost for all 3 of these items is \$12,000. Motion made by Commissioner Moseley to allow the water/sewer

department to purchased the gas monitor, trash pump and camera system not exceeding \$12,000; seconded by Commissioner Johnston. Motion voted and carried.

Police Department – Commissioner Moseley presented the 911 calls for February to the board. A copy of the report is hereby incorporated into the minutes. He also noted that the police department building as a mold problem and he will be meeting with the USDA representative to see what can be done. The floor is slopping and tiles are starting to brake, Turn Key Contractors will be contacted to look at this.

Cemetery/Parks – No report at this time.

Finance – Commissioner Johnston presented the finance report to the board. A copy of the report is hereby incorporated into the minutes.

**Citizen’s Comments on Commissioners reports** – No comments.

**Mayor’s Remarks** – None at this time.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to adjourn. Motion voted and carried. The meeting adjourned at 8:03 p.m.

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Josie G. Jones, Town Clerk