

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town of Littleton
112 East South Main Street

AGENDA

October 25, 2021

Round Table Session

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 and payment of bills for October 25, 2021
4. Swearing in of Officer Steven Whitfield
5. Sergeant promotion
6. Open PD Vehicle Bids
7. Planning Board Appointment
8. Brunch Bill Ordinance
9. WWTP update from Rivers & Associates
10. HCIA meeting information
11. A&E Portable Restroom service
12. Tri-Lakes sidewalk and other sidewalks
13. Christmas lights on water tower
14. Motion to go into Closed Session pursuant to NCGS143-318.11(a)(6) to discuss personnel
15. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Round Table Session Monday, October 25, 2021, at 6:30 p.m. at the Town Hall and remotely through Zoom. Present were Commissioners Ophelia Gould-Faison, Clyde Johnston, Lynn Moseley, Police Chief Phillip Trivette, Officer Donald Duke, his wife and three children and Steven Whitfield and his wife and two children. Commissioner Barcelo and Enessia Jones attended remotely through Zoom. Commissioner Jim Skilton was absent. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

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

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to approve the October 25, 2021, bills as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Swearing in of Officer Steven Whitfield – Mayor Scott swore in Officer Steven Whitfield. Police Commissioner Lynn Moseley held the Bible. A copy of Officer Whitfield’s oath is hereby incorporated into the minutes.

Sergeant promotion – Chief Trivette informed the board that Dean McFaddin was an Administrative Sergeant. Officer Donald Duke will be a Patrol Sergeant. As a Patrol Sergeant, Officer Duke will be able to take over in the absence of Chief Trivette. Chief Trivette explained he would be working on training Sergeant Duke so he would be ready.

Open PD vehicle bids – Mayor Scott opened the bids for the 2006 and 2008 Dodge Chargers. The bids were as follows: Emergency Remarketing – 2008- \$581.18, 2006 - \$1581.18 or \$2200 for both; Joseph Lee – 2008 \$650, 2006 - \$1650; Tempie Settles – 2008 - \$650. Joe Lee’s bid for the 2006 Charger was accepted. Mayor Scott suggested Joseph Lee and Tempie Settles resubmit a bid for the 2008 white Dodge Charger and the decision be made at the next meeting.

Planning Board appointment – Mayor Scott said the town had one application for the Planning Board. Megan Chambers was the applicant. He read her response to why she would like to serve on the Planning Board. Commissioner Gould-Faison asked if she resided within the town’s city limits and was told yes. Commissioner Gould-Faison made a motion; seconded by Commissioner Moseley to appoint Megan Chambers to the Planning Board. Motion voted and carried.

Brunch Bill Ordinance - Commissioner Moseley explained this ordinance was discussed at the last meeting. He said the town had been told Halifax County had adopted the ordinance by ALE. However, he had found out today the county has not adopted the Brunch Bill ordinance. Commissioner Moseley spoke with town attorney, Kris Gardner, about whether the town could adopt the ordinance even if the county had not. Mr. Gardner informed him the town could..

Commissioner Moseley said he had some feedback about the Brunch Bill from a couple of businesses in town and people on-line at Town of Littleton – For the People. He stated passing the Brunch Bill Ordinance would allow business establishments like Littleton Food and Spirits to serve mixed drinks on Sunday morning. It would also allow alcohol sales at 10 a.m. on Sunday instead of 1 p.m. After some discussion Commissioner Barcelo made a motion; seconded by Commissioner Johnston to adopt Brunch Bill Ordinance 21-014 effective October 25, 2021. Motion voted and carried.

Chief Trivette asked to have a signed copy to send to ALE. It was also decided to have Sergeant Duke take a copy of the ordinance to all the businesses in town that sell alcohol.

WWTP update from Rivers & Associates – Commissioner Gould-Faison said everyone had information in their packet from Rivers and Associates about the pump stations. Fred Stowe with Rivers and Associates was online and spoke about the proposal. He explained the proposal was for

the five pump stations in Littleton to be assessed to be repaired. Both mechanical and electrical repairs would be involved. He stated data would be compiled and analyzed to help give information for the town to use to apply for a grant. Mr. Stowe said he was proposing a lump sum agreement of \$22,500. He also said it would take approximately two months to complete the proposal. He said he would have to coordinate with the town and the electrical engineer as well. Mayor Scott asked if it would be completed by December 31st or mid-January depending upon when the town approved the proposal. Mr. Stowe said yes. Commissioner Gould-Faison said she would like to have the town employees and RRSD to look over the proposal. Mayor Scott the town would get back in touch with Mr. Stowe.

HCIA meeting information – The town clerk informed the board she had contacted Stacy Woodhouse and had been given permission for the town to use the gym on Ferguson Street for the HCIA meeting. She also said she and Commissioner Gould-Faison had contacted Speechless to cater the event. The menu is to be baked chicken, potatoes with parsley, string beans, a vegetable medley and a dessert. The caterer asked the board if they would be interested in serving half baked chicken and half fried chicken. They also wanted to know what dessert they would like, strawberry shortcake, pineapple upside down cake, or pound cake with lemon glaze. After some discussion it was decided to go with half baked chicken and half fried chicken and the pound cake with lemon glaze. It was also decided to serve the meal on nice paper plates instead of china.

Commissioner Gould-Faison suggested that maybe the town commissioners go to businesses in town and see if they would be willing to give a gift card or something to show case their business. At the end of the meeting the town could give away the items to try to get people to return to Littleton. After further discussion it was decided to contact Christina Wells and Gregg Browning the HCIA chairman to see what they thought about the town giving away door prizes. The board could discuss it further at the November 8th meeting.

A&E Portable Restroom service - The town clerk said First Fridays were over for the year and she wanted to know if the board wanted to leave the porta-johns in town or have A&E pick them up. It was discussed the Light Up Littleton on November 27th and the Christmas parade on December 4th were the only two events for the next couple of months. Commissioner Barcelo said the town does need to think about getting public restrooms somewhere in town since we have so many businesses open now. After further discussion it was decided to call A&E and have them pick up the porta-johns by November 1st.

Tri-Lakes sidewalk and other sidewalks – Commissioner Barcelo informed the board Tri-Lakes Flooring had an issue with water draining into the gutter at the back of the building and causing issues inside the building. He said the curb needs a notch cut out to allow the water to drain out. Mayor Scott said maybe it would be good to let Powell Bill take care of the issue.

Commissioner Barcelo also mentioned Mr. Broadwell's sidewalk that was needing repair after Mr. Broadwell had laid a new driveway. Commissioner Moseley mentioned the sidewalk on College Street by Don Willis. Commissioner Barcelo said it would not take a lot to fix the sidewalks, but it would take a day to repair each place.

Commissioner Johnston was concerned that the town really owns the sidewalk and the sidewalk should be repaired to the town's standards. Commissioner Barcelo said they needed to be repaired according to DOT standards. After further discussion it was decided to have Commissioner Barcelo get quotes to repair the sidewalks. Mayor Scott asked to have the quotes be divided out by each individual address/sidewalk.

Christmas lights on water tower – The town clerk explained she had received an email from Eric with Southern Corrosion. Mayor Scott read the email to the board. There was some discussion about whether Lake Country Heating and Air had installed an outlet in the water tower area for the Christmas lights. After further discussion it was decided to wait until Commissioner Skilton was at a meeting to help the board move forward with the lights.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to go into Closed Session pursuant to NCGS143-318.11(a)(6) to discuss personnel. The board went into Closed Session at 7:26 p.m. The board came out of Closed Session at 7:59 p.m.

Commissioner Gould-Faison reminded everyone about early voting and Mayor Scott read the flyer from the Halifax County Board of Elections in regard to the November 2 election.

Commissioner Moseley made a motion; seconded by Commissioner Johnston to adjourn. Motion voted and carried. The meeting ended at 8:01 p.m.

Ellen M. Eller, Town Clerk