

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town of Littleton
112 East South Main Street

AGENDA

November 8, 2021

6:30 p.m.

Regular Monthly Meeting

Held at Town Hall and Remotely through Zoom

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 meetings held October, 2021
5. Consider approval and payment of bills for November 8, 2021
6. Agreement between Littleton and El Brio Shores
7. HCIA meeting final plans
8. CADA nominee Board of Directors
9. Street Signs
10. Christmas lights on water tower
11. MLK Parade
12. Citizens' Concerns and Comments
 - a. GLDP – Lori Zito
 - b. Dorothy Eisenson – parking on streets
13. Commissioners Reports on activities, October, 2021
14. Citizens' Comments on Commissioner Reports-comments/questions limited to 2 minutes
15. Motion to go into Closed Session pursuant to GS143-318.11(a)(6) to discuss personnel
16. Mayor's remarks
17. Adjourn

The Board of Commissioners of the Town of Littleton held the regular monthly board meeting Monday, November 8, 2021, at 6:30 p.m. at the Town Hall and remotely through Zoom. Present were Commissioners Ophelia Gould-Faison, Jim Skilton, Clyde Johnston, Steve Barcelo and Lynn Moseley, town clerk, Chief Trivette, Police Officer Donald Duke, Buzzy Parker, and Dorothy Eisenson. On-line were Stacy Woodhouse, Ron and Deb Girdley, and Seth Anderson. Mayor K. Owen Scott presided over the meeting.

Mayor Scott called the meeting to order at 6:30 p.m. He led with the Pledge of Allegiance followed by an invocation.

Commissioner Skilton made a motion; seconded by Commissioner Moseley to approve the agenda with an addition between number 7 and 8 to be E-911 Appointment to Advisory Board-Donald Duke. Motion voted and carried.

Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to approve the minutes for October, 2021, as presented. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve the payment of bills for November 8, 2021 as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes. Commissioner Johnston informed the board the town had received a bill from Spectrum for the WWTP and lift stations internet/phone service. It is necessary to find the funding for the bill. After further discussion it was decided to table this until the next meeting. Since the bill was for water and sewer, the town clerk would check into where the funding would come from.

Agreement between Littleton and El Brio Shores – Mayor Scott asked Stacy Woodhouse to please give a brief overview of the agreement. Mr. Woodhouse explained the agreement was in regard to the 43 acres the Fitts had purchased on O’dell-Littleton Road. He said they were desiring to divide the land into three separate pieces of property. The division of the property would be addressed at the Public Hearing on November 22. He told the board no development on the multi-housing and single-family housing would start before summer, 2022.

The town clerk informed the board, town attorney, Kris Gardner, had said the agreement could be taken care of at the Public Hearing on November 22. No further action was necessary at this time.

HCIA meeting final plans – The town clerk informed the board Christina Wells had 36 for sure members attending the meeting on November 17th. Ms. Wells would be calling around to make sure those who had not answered by the November 3rd date were not coming. She felt the town planning on 50 was a good number.

There was some discussion about giving away items from different businesses in town at the meeting. The town clerk stated she had not heard back from Ms. Wells about this. She would contact Ms. Wells tomorrow and see what the decision was.

Commissioner Gould-Faison made a motion; seconded by Commissioner Moseley to fund the HCIA meeting on November 17, 2021, up to \$1000 using money from 10-410-45 Attorney Fees to cover the cost. Motion voted and carried.

E-911 Advisory Board appointment – Commissioner Moseley explained Chief Trivette was a member of the E-911 Advisory Board and he would like Donald Duke to be appointed so he could attend the meetings. Commissioner Skilton made a motion; seconded by Commissioner Johnston to appoint Donald Duke as a representative to the E-911 Advisory Board for Littleton. Motion voted and carried.

CADA nominee Board of Directors - Mayor Scott read an email from Debbie Hardy with CADA. Ms. Hardy wanted Littleton to nominate someone to serve on the Board of Directors. Commissioner Moseley made a motion; seconded by Commissioner Skilton to have Commissioner Gould-Faison be the Littleton community's nominee to serve on the CADA Board of Directors. Motion voted and carried.

Street Signs – Chief Trivette explained the town needs street signs. He said the new police officer in town needs to know the names of the street, as well as visitors to the town. Commissioner Skilton said he had sand blasted and stenciled the signs in use now. It was mentioned the stencils are very expensive and some of the signs are falling over and need to be reset.

Chief Trivette said his suggestion was to buy regular green street signs and have people/businesses donate money for purchase of a sign. He said the town could put a plaque on the sign acknowledging the person who donated money toward the sign. Chief Trivette said he had checked the pricing and it was approximately \$40 a sign, \$20 a pole. Commissioner Moseley asked if Correction Enterprises made street signs. Chief Trivette was not sure. Commissioner Gould-Faison asked if it was possible to have an example of the sign the town would be interested in purchasing.

Chief Trivette said the signs need to be aluminum. He said he would check and see if DOT would be able to help. It was mentioned maybe getting the present street signs redone. It would require buying the stencils which might be expensive. Commissioner Moseley said he had checked online and Correction Enterprises does make street signs. Chief Trivette will get with Correction Enterprises to see what their pricing would be. He will report back to the board at the next meeting.

Christmas Lights on Water Tower – Commissioner Skilton said according to the emails the GLDP has some sort of commitment to the project. However, no one on the board knew anything about that. He said Southern Corrosion would be able to use a fund they have to pay for and run the conduit up the water tower. He said according to his son-in-law, the town really needs to swap out the existing fused disconnect mounted below the meter and install a new breaker panel in its place so each circuit has it's own dedicated breaker. However, the Christmas lights could run on the same outlet as the mixer.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to allow Southern Corrosion to pay for and install the conduit and cable and run it to the top of the water tower to power the Christmas lights. Motion voted and carried.

The town clerk asked for Luke Compton, the town's ORC, if the water tower would be painted. Commissioner Skilton said it would not be done until April or May of next year. He said someone needed to make sure the town could function without the water tower for a couple of weeks while the painting was being done.

MLK parade – Mayor Scott read a letter from Oak Grove Baptist Church asking to conduct the MLK parade January 17th at 10:00 a.m. The town clerk had an ordinance for the town board to approve to close down Highway 158 for the parade. Commissioner Gould-Faison made a motion; seconded

by Commissioner Moseley to accept Oak Grove Baptist's Church request to hold the MLK parade and to approve Ordinance 21-015 Annual MLK Day Parade Road Closure, with the correction of the parade starting at the Post Office. Motion voted and carried. A copy of the ordinance is hereby incorporated into the minutes.

Citizen's Concerns and Comments – GLDP- Lori Zito- Ms. Zito was not present. Mayor Scott read the information supplied by Ms. Zito about the GLDP's plans for the rest of November and into the early part of December. The GLDP submitted an updated event form changing the time for Light Up Littleton from 6-8 p.m. to 2-6 p.m. They were wanting people to be in town and to be able to shop the local businesses before the turning on of the Christmas lights on November 27. Commissioner Barcelo made a motion; seconded by Commissioner Skilton to accept the change on the Light Up Littleton event as presented. Motion voted and carried.

Dorothy Eisenson – parking on streets – Ms. Eisenson had a concern about Kenneth Daniel parking vehicles on the street, instead of parking partly on the grass to allow a better flow of traffic. She said her mailbox had been taken out three times in the last two and a half years. She said it was always replaced. She was questioning if the town had an ordinance in regard to parking on the street.

Commissioner Skilton said it had been researched and the town does not have an ordinance. He said he owned property in Greenville and vehicles were allowed to park on the streets there. After further discussion Mayor Scott said the board would see what they could do.

Commissioner's Reports on activities in October, 2021 – Streets – Commissioner Barcelo said his department was busy with leaf pick up. He asked citizens to please bag the leaves if possible because it makes it easier to be picked up. He said he was looking at getting a commercial walk behind leaf vacuum to help as well. Mayor Scott asked if there was an update on the dump trailer. Commissioner Barcelo said he had not heard anything.

Police Department – Commissioner Moseley read the police report. A copy is hereby incorporated into the minutes. He mentioned some of the high-speed chases running through Littleton. Chief Trivette is working on how to help with this.

Commissioner Gould-Faison asked if anything had been done about the gun shots that two citizens brought to the board's attention at the last meeting. She asked if the county had responded to that. Chief Trivette said he had not received any calls about the matter. Commissioner Moseley also mentioned that the speeding on Warren Street is being addressed. He said it was difficult because there is a business involved as well as residents in the area. Commissioner Moseley said the officers go and come and set up for speeding in other areas of the town as well.

Water/Sewer – Commissioner Gould-Faison said the town's ORC Luke Compton has an inoperable jetter and is on-line to give the board some information. Mr. Compton said he had worked on the jetter and the fuel isn't getting to the injector. He also found the starter was not working. He called around trying to get someone in the area to work on it. However, no one will work on small diesel engines. Mr. Compton said he had contacted Southern, the company the town had bought the jetter

from. They are willing to come and see what the issue is, but they have not given an amount it would cost to come and give an estimate on the repairs. Mr. Compton said he was concerned because he would not be able to complete his 10% collection cleaning by the end of the year if it was not fixed soon. The state would fine the town for not complying. He also was not able to do any blockage calls.

After further discussion, Mayor Scott said he thought the town should get a more firm commitment on the cost from Southern, and see if Little and Jenkins and Ray Renn Auto in Vaughn would be willing to look at it. Mayor Scott said he would come up to town hall between 8:30 and 9 a.m. in the morning and they would call the company.

Commissioner Gould-Faison said everyone has a copy of the water/sewer report in their packet. She said she was pleased MJ Price had completed 90% of the clearing around the plant fence perimeter. She also mentioned the signs for the lift stations were in place. Commissioner Gould-Faison mentioned the infrastructure bill had passed. She hoped the town could get some funding. She said she would like to get someone to help Luke.

Cemetery/Park – Commissioner Skilton said the Bike/Pedestrian Grant committee would be meeting again through Zoom. He said the town had received several surveys. The survey results are similar to other municipalities. As far as the cemetery, Commissioner Skilton will have the maps double checked and make sure they are up to date.

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

Commissioner Gould-Faison asked the board to have a moment of silence for all the veterans who have served our country.

Citizen's comments on Commissioner's reports – There were no comments.

Seth Anderson from Rivers and Associates asked if there had been any discussion about the water/sewer proposal. He was told it was tabled until the next meeting.

Commissioner Gould-Faison made a motion; seconded by Commissioner Moseley to go into Closed Session pursuant to NCGS143-318.11(a)(6) to discuss personnel. The board went into Closed Session at 7:34 p.m.

The Board came out of Closed Session at 8 p.m.

Commissioner Johnston made a motion; seconded by Commissioner Skilton to hire Josie Jones as the new Town Clerk/Finance Officer for \$38,000 per year and increasing to \$40,000 per year once she completes the notary, finance, and town clerk classes. Motion voted and carried.

Mayor Remarks – Mayor Scott gave an update on the CBDG-NR project. He said Jordan Kearney had said he was working on finding an attorney to conduct the title searches. Mr. Kearney was also trying to meet with homeowners. It is Mr. Kearney’s hope to be able to put several of the homes out to bid in late January or February.

Mayor Scott reminded citizens to get on-line and complete the Bike/Pedestrian survey by November 15th. He also said Town Hall would be closed Thursday, November 11 for Veteran’s Day. Mayor Scott reminded everyone the next meeting will be November 22 at 6:30 p.m. It will start with a Public Hearing.

Commissioner Gould-Faison congratulated all the newly elected board members.

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

Ellen M. Eller, Town Clerk