

Town of Littleton
112 East South Main Street

AGENDA

April 12, 2021

6:30 p.m.

Regular Monthly Board Meeting
Held Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Consider approval of minutes for March, 2021
4. Approval for payment of bills for April 12, 2021
5. Patriotic Parade Ordinance 21-004
6. Bike and Pedestrian Parkway Grant
7. Cemetery contract
8. Resolutions for WWTP grant
9. Spectrum internet update
10. Board meetings
11. Citizen's Concern and Comments
 - a. GLDP – Lori Zito
 - b. American Legion Spaghetti Sauce Sale – Ron Girdley, April 12
 - c. Council on Aging Event Dates
 - d. Larry Davis
12. Commissioner Reports on activities in March, 2021
13. Citizen's Comments on Commissioner Reports – comments/questions limited to two minutes
14. Motion to go into Closed Session pursuant to NCGS143-318.11(a)(3)(4)(6) to consult with town attorney and discuss matters relating to economic development and personnel.
15. Mayor's Remarks
16. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, April 12, 2021, at 6:30 p.m. remotely through Zoom. Present were Commissioners Stephen Barcelo, Ophelia Gould-Faison, Lynn Moseley, Jim Skilton, Clyde Johnston, and several members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve the agenda. Motion voted and carried. Mayor Scott reminded the board that department budgets and wish lists need to be turned in to Commissioner Johnston or the town clerk if they have not already been submitted.

Commissioner Gould-Faison made a motion; seconded by Commissioner Johnston to approve the minutes for March 8, 2021. Motion voted and carried. Commissioner Johnston made a motion; seconded by Commissioner Moseley to approve the minutes for March 22, 2021. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Skilton to approve the bills for April 12, 2021, as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Patriotic Parade Ordinance 21-004 - The town clerk informed the board the parade was going forward. Mayor Scott said the parade would be Saturday, July 3rd, at 11:00 a.m. Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to approve the Patriotic Parade Ordinance 21-004 with adherence to any Covid guidelines that are in place at the time of the parade. Motion voted and carried. A copy of Ordinance 21-004 is hereby incorporated into the minutes.

Bike and Pedestrian Parkway Grant – Commissioner Skilton said the effort to create a plan takes a lot of work. He was skeptical to create a plan without having funds to complete a parkway. The town clerk said NCDOT was going to get information to help the town get a grant to get a Bike and Pedestrian Parkway in Littleton. The clerk stated NCDOT was waiting to hear from the board on what the town would like to see in the parkway. This parkway was going to go through Littleton passing Lakeland, Person's Ordinary and other places of interest. There was some discussion about the Rails to Trails program that the town had tried to get when they got the Pocket Park Grant. Mayor Scott said the addition of sidewalks where applicable and bike paths on side of roads along the parkway were things the town would be interested in seeing in the project. He also stated the town is open to other suggestions. Commissioner Skilton said he would look further into the project now that he had a better understanding. Mayor Scott stated if the railroad bed is cut out of the project it limits some of the ideas the town might have. He stated the town has use of the railroad bed as long as whatever is placed on it is not permanent. He said if asphalt was not considered permanent it would be nice to do. Commissioner Barcelo mentioned the Sabina Gould Parkway needed to be re-asphalted as well.

Cemetery Contract – Commissioner Skilton said he and Commissioner Barcelo had discussed the quality of service the town has been getting. He said the contractor had contacted him. He informed the contractor the town was meeting to discuss giving 30 day notice to dissolve the contract. Commissioner Skilton nor the town clerk had heard anything from the contractor to date. Commissioner Skilton said he and Commissioner Barcelo thought they could do the job for less or at the same expense.

Commissioner Moseley asked if the person would be shared between the street and cemetery department. Commissioner Skilton said the person's payroll would be credited to the various department(s) they working in. Commissioner Skilton made a motion; seconded by Commissioner Gould-Faison to give Olde South Property a 30 -day notice to cancel the contract. Motion voted and carried.

Resolutions for WWTP grant – Commissioner Gould-Faison said the town had received resolutions from the COG in regard to entering into an agreement with the COG to obtain funding to repair the WWTP. Commissioner Barcelo asked if these had to be signed tonight. He stated there was a meeting tomorrow to discuss funding. The town clerk stated Helen Page had said the COG needs the resolutions in order to get the grant completed and turned in by the April 30th deadline.

Mayor Scott said there was some hesitation now because there are some unknowns in the grant process that seemed to have changed from a previous meeting. The town wants to make sure they are spending the citizen's money wisely. Commissioner Skilton asked how quickly the town could get information to make an informed decision. Town attorney, Kris Gardner, said he understood the town's concerns. He said he understood the grant has to be turned in by April 30, but waiting another day to get further information was understandable.

Mayor Scott asked the board if they would be available Thursday or Friday night to meet and take care of the resolutions if the board would be going forward with the project after tomorrow night's meeting. It was decided to table this until after tomorrow night's meeting. Mr. Gardner said the board might need to call a special meeting. If the town contacted the COG it could be they could approve the resolutions at the April 26th meeting.

Spectrum internet update – Chief Trivette said he had not received all the information yet. He was waiting on information about the lift stations and library. It was decided to table this until all information is received.

Board Meetings – Mayor Scott said things are getting better as far as Covid is concerned. He said he would like to talk about having hybrid meetings where those who would like to attend in person could, but Zoom or remote access would still be available. Mayor Scott stated social distancing had decreased to 3', but he was unsure of the amount of attendees allowed per space inside. He said if the town was expecting a large crowd we would have some options to move to a larger area, such as the library or Littleton Food and Spirits. Mr. Gardner said hybrid meetings are difficult to navigate. He stated microphones and feedback are a concern. Mayor Scott said Commissioner Barcelo was looking into microphones and using only one computer which would help make it easier to hear.

After some discussion Commissioner Moseley made a motion; seconded by Commissioner Barcelo to resume meeting in person and also remotely through Zoom, using the hybrid meeting concept. Motion carried, four yes, one no. It was noted there is still some COVID money left to buy cameras and microphones.

Citizen's Concerns and Comments – Lori Zito, GLDP- She said the GLDP is trying to finish up the removal of debris from the railroad bed across from the cemetery. They hoped to have it completed in the next couple of days. She stated First Friday's were a go again. The first one would be May 7th. She said the GLDP was tentatively approved in the March meeting. Mayor Scott said the Event Form needs to be filled out and information about following Covid regulations be presented before for final approval.

American Legion Spaghetti Sauce Sale – Ron Girdley said the American Legion would like to do their sale from 12-5 pm on April 23rd. He stated it would be the same set up. It would be drive through and no one would get out of their vehicles. Commissioner Barcelo made a motion; seconded by Commissioner Moseley to approve the American Legion's Spaghetti Sauce sale. Motion voted and carried.

Council on Aging – Mayor Scott said the Council on Aging had asked to use the parking lot a couple of Wednesdays a month from 2-3 p.m. They had not filled out the Event Form at the last meeting, but it has been completed for this evening's approval. Commissioner Gould Faison made a motion; seconded by Commissioner Skilton to approve the Council on Aging Event Dates as presented. Motion voted and carried.

Larry Davis - Mr. Davis was not present. Commissioner Gould-Faison informed the board Mr. Davis was opening a barber shop where Platinum Cuts used to be. It would be opening May 1. She stated Mr. Davis was very community oriented and would be putting flyers out in regard to his new business.

Commissioner Reports on activities in March, 2021 - Street Department – Commissioner Barcelo said his department was busy picking up leaves and sticks. He said he was in need of a chipper to take care of the limbs at the town dump and if anyone knows of someone with a chipper please let him know. He also said his department had been busy mowing the cemetery for Easter. He also stated he was in the process of getting bids to blacktop Little Drive, Shaw Street, and Church Street.

Park and Cemetery – Commissioner Skilton said the hand sanitizing station had been taken care of and was operable again. He mentioned he would be in town Wednesday and would look at the teeter-totter. He also said he would be going to the cemetery Wednesday to figure out the number of unused plots in order to get an amount that needs to be held in reserve in case the town had to buy the plots back.

Police Department – Commissioner Moseley read the police report. A copy is hereby incorporated into the minutes. He asked citizens to report any incidents so a report can be made. Community watch is key. He also mentioned the Go Fund Me Account is open and street cameras will be very helpful.

Water/Sewer Department – Commissioner Gould-Faison mentioned the town adopting new sewer rates which are for both residential and commercial customers. She said Luke Compton has passed his certification test and will officially be the town’s ORC. She thanked RR Sanitary District for all they have done. She said they would still be on board, but not as much. She also mentioned the lift stations were being worked on. She mentioned grass cutting at the lift stations and plant are starting. She stated decisions on how to upgrade the WWTP was necessary, especially with new businesses coming in.

Finance Department – Commissioner Johnston stated he and the town clerk would be working on the budget. He asked everyone to get their budget and requests in.

Citizens’ Comments on Commissioner Reports – There were no comments.

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to go into Closed Session pursuant to NCGS143-31811a(3)(4)(6) to consult with the town attorney and to discuss matters relating to economic development and personnel. Motion voted and carried. The Board went into closed session at 7:30 p.m.

The board returned to Open Session at 8:53 p.m. Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to increase Luke Compton’s salary to \$41,600/year effective April 19,2021. Motion voted and carried.

Mayor’s remarks – Mayor Scott reminded everyone to get their wish lists and budget into Commissioner Johnston or the town clerk. He stated he was glad Covid was getting better. He also mentioned RRHS has gone undefeated in their conference and would be going to SW Edgecombe for a first round game. He stated it is an entirely new coaching staff except for the head coach.

Commissioner Moseley made a motion; seconded Commissioner Barcelo to adjourn. Motion voted and carried.

Ellen M. Eller, Town Clerk