

Town of Littleton
112 East South Main Street

AGENDA

July 12, 2021

6:30 p.m.

Regular Monthly Board 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 June, 2021
5. Consider approval and payment of bills to close out fiscal year 2020-21
6. Budget Amendments for fiscal year end June 30, 2021
7. Consider approval and payment of bills for July 12, 2021
8. CBDG-NR Compliance Package
9. Resolution for Hazard Mitigation Plan
10. Gaming Ordinance update
11. Zoning Administrator for Littleton
12. E-911 Funding and Contract
13. Bicycle/Pedestrian Plan Steering Committee
14. WWTP – Rivers & Associates update
15. Dr. Mark Davis – School in Littleton
16. Littleton Library – Kim Gray
17. Littleton Lions Club – Eddie Pair
18. Citizen’s Concerns and Comments – Event Permit - Silverbaxx
19. Commissioner Reports on activities in June, 2021
20. Citizen’s Comments on Commissioner Reports – comments/questions limited to two minutes
21. Motion to go into Closed Session pursuant to GS143-318.11(a)(3) to consult with the town attorney
22. Mayor’s Remarks
23. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, July 12, 2021, at 6:30 p.m. at Town Hall and remotely through Zoom. Present were Commissioners Ophelia Gould-Faison, Lynn Moseley, Jim Skilton, Clyde Johnston, and six members of the public. Commissioner Steve Barcelo was absent. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m. He led the meeting with the Pledge of Allegiance and then gave an invocation.

Mayor Scott asked to add to item 21 Motion to go into Closed Session (a)(6) to discuss personnel. Commissioner Skilton made a motion; seconded by Commissioner Gould-Faison to approve the agenda with the addition of (a)(6) to item 21. Motion voted and carried.

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

Commissioner Johnston made a motion; seconded by Commissioner Skilton to approve the bills to close out fiscal year 2020-21 as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

The clerk asked that item 6 Budget Amendments for fiscal year end June 30, 2021, be tabled until the next meeting, to make sure they are correct. There was a consensus to do so.

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

CBDG-NR Compliance Package - Mr. Kearney was not on Zoom yet. Mayor Scott said he would watch for him to log on and would go back to this item when he was present.

Resolution for Hazard Mitigation Plan - Mayor Scott said Littleton has listed Halifax County Emergency Management as the group to take responsibility and authority for the town. Commissioner Johnston made a motion; seconded by Commissioner Skilton to adopt the Resolution for the Halifax-Northampton Regional Hazard Mitigation Plan. Motion voted and carried. A copy is hereby incorporated into the minutes.

Gaming Ordinance Update – Mayor Scott turned the floor over to Chief Trivette. Chief Trivette said the laundry mat had put one machine back in, but Minit Chek did not have any games in their establishment. He stated the town attorney, Kris Gardner has written a letter to both establishments in regard to the newly adopted Land Use Plan and their need to get a Conditional Use Permit from the town in order to put any games into their establishments. No motion was necessary since everything was taken care of in the previously adopted Land Use Plan.

Zoning Administrator – Mayor Scott said the town needs to appoint a zoning administrator. The town attorney had recommended the town appoint Chief Trivette since he is the town’s code enforcement officer. Commissioner Skilton made a motion; seconded by Commissioner Moseley to appoint Chief Trivette as Zoning Administrator for the town of Littleton. Motion voted and carried.

E-911 Funding and Contract – Mayor Scott said this would be table until after Closed Session.

Bicycle/Pedestrian Plan Steering Committee – Commissioner Skilton said there needed to be a Steering Committee in place to help with the grant. Commissioner Skilton stated Sylvia Alston, Luke Compton, Donald Duke, Lea Beasley, and himself were on the committee at this time. He said he would like recommendations for the committee. Mayor Scott suggested the town contact the people who own Lake Gaston Outfitters. Other suggestions were people in town who walked. Commissioner Skilton said he would like names presented by Friday.

WWTP update - Commissioner Gould- Faison informed the board she had contacted Fred Stowe at Rivers and Associates. Mr. Stowe said the previous reports could be amended. He said he did not know what the cost would be. He also said he could get the information done fairly quickly. Commissioner Gould-Faison said one lift station had been added to the report, but there were five more to look at. It was suggested the priority list created by Steve Ellis and Luke Compton be given to Mr. Stowe. Commissioner Johnston asked if Steve Ellis could give the town numbers in regard to fixing the items on the list.

Dr. Mark Davis – School in Littleton – Dr. Davis and his wife introduced themselves. He informed the board tomorrow he and his wife were closing on some land north of Littleton. He said he was working on a Charter

School application that would be for grades K-2 to start with but hoped to expand through grade 6. His hope was to eventually have a K-12 Charter School in Littleton. Dr. Davis said he and his wife were career educators, most recently he was an asst. principal in Granville County, and his wife worked in the county as well. Mrs. Davis has roots in Halifax County where she attended Aurelian Springs and William R. Davie. The Davis's have looked at McIver School and said it would take between a million to a million and half to renovate. They were waiting on an appointment with the superintendent. If McIver didn't work, they have looked at building and have two sites, one is six acres on Faulcon Road off of Highway 158. Also a piece of land close to the Warren/Halifax County line on Fleming Dairy Rd. Commissioner Gould-Faison told them thanks for trying to pursue their dreams in Halifax County

Littleton Library – Kim Gray – Mayor Scott said Kim was unable to attend but would be at the next meeting. He said Mr. Kearney was on line now and he would go back and have him give his information to the town.

CBDG-NR - Mr. Kearney said he had sent the Compliance Package to the board and all that was needed was their approval to move forward. The Compliance Package deals with Equal Opportunity and housing guidelines. It also gives information on General Complaint Procedures and everything necessary to have the release of funding met. The approval of this package releases the funding so the grant can move forward. Mr. Kearney was asked where the project stands now. He said they were in the process of getting the Environmental Review and hoped to have it soon. Commissioner Gould-Faison asked if home owners had been contacted about the progress of the project. Mr. Kearney said those who were selected for the project had been contacted and anyone who had contacted them with questions had been as well. Commissioner Johnston made a motion; seconded by Commissioner Gould-Faison to approve the Compliance Package. Motion voted and carried.

Littleton Lions Club – Eddie Pair- Mr. Pair came before the board asking if the town would like to place an advertisement in the Littleton-Lake Gaston Festival event booklet. Mr. Pair needs an answer by the end of July. Mayor Scott said the town would be able to discuss it at the next town meeting. Mr. Pair left a booklet and a price list with the town clerk.

Event Permit – Silverbaxx – The Silver's were not on line. Mayor Scott read their event permit. There was some concern with the amount of people they are expecting to come to the event next year. Chief Trivette said with the 500-2000 people they would need more than one police officer. The fee is \$30 per hour per officer. There was also some discussion about reinstating event fees. The commissioners wanted to make sure people who were seeking to schedule an event knew the fees that would be involved and when they would take effect. After some discussion Commissioner Moseley made a motion; seconded by Commissioner Skilton to resume event fee schedule effective January 1, 2022; with the fees being reconsidered if COVID returned. Motion voted and carried. Mayor Scott said anyone who was approved before tonight is grandfathered in. It was decided to table the Silverbaxx event permit to let them know the fees that would be involved next year. There was a consensus to approve once they know the fees.

Commissioner Gould-Faison said she would like to address what Kim Gray from the library was going to speak about. She stated the library was back open. She said if anyone had any questions about the library, they can call. There was some discussion about them working Monday-Friday, but not every Saturday anymore.

Commissioner's Reports – Water/Sewer- Commissioner Gould-Faison read her water/sewer report. A copy of the report is hereby incorporated into the minutes.

Police Department – Commissioner Moseley said the police have been busy working traffic control in town. They have addressed citizen concerns about speeding in different areas of town and are trying to set up in

different neighborhoods in town. He mentioned the 4th of July parade and how well it went with the help of the Fire Dept. and Sheriff's Department. He mentioned the Fire Dept. and Sheriff's Dept. helped with the memorial for Dal Bobbitt. Commissioner Moseley said he and Chief Trivette had met and were trying to get the COP group up and running again. Commissioner Moseley read the police report. A copy of the report is hereby incorporated into the minutes.

Cemetery/Playground – Commissioner Skilton said everything was going well at the park and cemetery. He said he had already discussed the Bike and Pedestrian Grant.

Finance Report – Commissioner Johnston read the account balances for all checking and savings accounts. A copy of the report is hereby incorporated into the minutes.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to go into Closed Session pursuant to NCGS143-318.11(a)3 and (a)(6) to consult with town attorney and discuss personnel. The Board went into Closed Session at 7:17 p.m.

The Board came out of Closed Session at 8:19 p.m.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to increase the town's clerk weekly pay by \$200 to compensate her for doing the assistant clerk's job until she returns. The clerk is also able to use Evelyn Melton as needed up to 20 hours per week until Mrs. Bobbitt returns. Motion voted and carried.

Mayor's remarks – Mayor Scott informed the board the Halifax County Intergovernmental Association was resuming meeting starting with the July 28th meeting. He said it would be at 6:30 p.m. in Halifax at the Cooperative Extension Building.

Mayor Scott read a letter from the Refuge Church. The church is having a Celebration Day Sunday, July 18th to dedicate the new street named for Bishop Fred Martin, Sr. and would like the mayor to attend.

Mayor Scott also read an email from Susan Schild asking if Littleton could do something to acknowledge the members of a women's jet ski group that saved a life of one of their members. Commissioner Moseley will look into this further.

Mayor Scott also reminded everyone it was time to sign up to be placed on the November ballot for open seats in the town of Littleton. The last day to sign up is Friday, July 16, by noon.

Mayor Scott also recognized the passing of Littleton's Fire Chief, Dal Bobbitt. He said Mr. Bobbitt was honored Sunday and it was a testament to the kind of man he was and what he had done in the community. He asked everyone to remember the family in their prayers.

Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to adjourn. Motion voted and carried.

Ellen M. Eller, Town Clerk

