

Town Hall  
112 East South Main Street

**PUBLIC HEARING  
POLICE DEPARTMENT VEHICLE PURCHASE  
6:15 P.M.**

**AGENDA  
August 13, 2019 6:30 p.m.  
Regular Monthly Board Meeting**

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 meeting(s) held July, 2019
5. Approval for payment of bills for July, 2019
6. Approval of Proposed Budget for 2019-20
7. Dilapidated Buildings on Ferguson St. Ordinances
8. Chief Trivette – C.O.P.
9. Market Street information
10. Citizen Concerns and Comments – Buddy Isles, Sr. – GLDP
11. Commissioners Reports on activities in July, 2019
12. Citizen’s Comments on Commissioners reports – comments/questions-limited to 2 minutes
13. Mayor’s remarks
14. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Tuesday, June 11, 2019, at 6:30 pm at the Littleton Town Hall. Present were Commissioners Stephen Barcelo, Bonita Knight, Gerleen Pitchford, Ophelia Gould-Faison and six members of the public. Commissioner Don Spragins had an excused absence. Mayor K. Owen Scott presided over the meeting.**

Mayor Scott called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Mayor Scott followed with the invocation.

Commissioner Knight made the motion; seconded by Commissioner Barcelo to approve the agenda. The motion voted and carried unanimously.

Commissioner Barcelo made the motion; seconded by Commissioner Pitchford to approve the minutes for the month of July, 2019. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Knight to approve the bills for July, 2019, as presented. Motion voted and carried unanimously. A copy of the bills has hereby been incorporated into the minutes.

**Dilapidated Buildings on Ferguson St. Ordinances** – Chief Trivette explained he had nine buildings he has been working on. He was presenting nine ordinances for each individual piece of property. There were three corrections on the ordinances: 2019-07 last name changed to Ellis; 2019-12 was added since it wasn't in the packet; 2019-15 Sterling Harris address was listed as Ferguson Street with a parcel number, no number was given. Commissioner Knight made a motion; seconded by Commissioner Pitchford to approve Ordinances 2019-07 through 2019-15. Motion voted and carried unanimously. Ordinances are hereby incorporated into the minutes.

**Chief Trivette – COP** – Chief Trivette wanted to ask the Board to officially allow the COP to become a civil extension of the Littleton Police Department. He was interested in using the COP in community watch meetings he will be conducting in the future. He is hoping to build community awareness through these meetings. Commissioner Barcelo also mentioned it might be wise to look into insurance for safety issues. Commissioner Pitchford made a motion; seconded by Commissioner Barcelo to make the COP a civil extension of the Littleton Police Department. Motion voted and carried unanimously.

**Market Street Information** – Mayor Scott informed the Board at the last regular meeting the Board had approved a quitclaim deed for Mr. Fitts in regard to Market Street. In speaking with town attorney, Kris Gardner, he suggested the town follow General Statute 160A-299 Procedure for permanently closing streets and alleys. The process requires a notice be written to all adjoining property owners informing them of the closure; an ad placed in the paper once a week for four consecutive weeks stating a public hearing would be held; conduct the public hearing; adopt the order to close the street. The only thing the Board needs to do at this point is a motion to proceed with the process of permanently closing the street. Commissioner Pitchford made a motion; seconded by Commissioner Knight to move forward with the process of permanently closing Market Street according to General Statute 160A-299. Motion voted and carried unanimously.

**Citizens Concerns and Comments – Buddy Isles, Sr., GLDP** – Buddy Isles spoke to the Board on behalf of the GLDP. He recommended to the Board they add to the Event Policy a statement in regard to vehicles not being allowed to park in the parking lot/stage area during events for safety reasons. Mr. Isles also asked the Board consider allowing the town clerk to take money for the porta-johns and pass the money on to the GLDP. He felt it would be less confusing to the people applying for event permits to pay at one place. He also suggested the town might want to take over the use and payment of porta-johns next year. Mr. Isles mentioned the GLDP was checking into using Food Trucks and Wine and Beer Trucks for next year.

Mr. Isles spoke about the paving of the back alley behind town hall. He was asking the Board if they could find the money to move the water and sewer meters and fix the storm drains in the alley. If so, Mr. Isles felt the GLDP could find the money to pave it after work was completed. Commissioner Barcelo said it would not be an easy job. There are several taps in the alley. He also stated it was not town property. CSX actually owned the property. Mr. Isles also informed the Board the GLDP had someone interested in professionally landscaping the area.

Mr. Isles stated he had several people contact him about having a Walking Trail in Littleton. He mentioned that at one time there was some talk about having one. He mentioned there are several overgrown lots in town and he suggested the Board think about implementing an ordinance on height of grass and keeping property maintained.

Mr. Isles felt the town needed to send a thank you note to Mr. Lett for keeping the area across from old McPherson Building all the way to the cemetery cut and clean. Mr. Isles suggested the town think about investing in a dump trailer for yard waste. He also suggested instead of piling up leaves, the town ask the citizens to bag the leaves. He mentioned the town should also look into getting a leaf vacuum to help with the leaves.

Mr. Isles spoke about naming the stage. He suggested a business could put their name on the stage for year and be charged for doing so, or just name the stage and keep the name with no fees involved.

**Commissioners Reports on activities for July, 2019 – Streets-** Commissioner Barcelo reported the department is keeping up with the mowing. He mentioned if anyone had limbs or branches that needed to be picked up from the recent storm to call town hall and they would be taken care of.

**Cemetery –** Commissioner Knight informed the citizens the cemetery has been mowed. She also mentioned there were still some limbs down from the snow storm and she needed help in cleaning them up. Mr. Isles said he would speak with Mr. Hobbs about taking care of the limbs. Commissioner Knight also thanked Mike Clark for taking care of another limb which had fallen.

**Water/Sewer -** Commissioner Gould-Faison thanked Commissioner Barcelo for standing in the gap while there was an open position on the board. She also thanked Keith Hamm for taking the time to take her around to see how to read water meters and showed her the wastewater treatment plant, and toured the town. She stated there are still some customers concerned about their water bills. She said the town's wwtp needs to be upgraded, and the town is hoping to get a grant to do the necessary upgrades. Commissioner Gould-Faison stated the town had purchased 2.6 million gallons of water and sold 1.79 million gallons of water. She also stated there had been no overflows or violations. A copy of the report is hereby incorporated into the minutes.

**Police Department –** Commissioner Pitchford presented the Number of Calls Report. A copy of the report is hereby incorporated into the minutes.

**Finance –** Commissioner Pitchford presented the Finance Department report for Commissioner Spragins who was not able to attend. She reported the town had received 13% of budgeted revenues and spent 8% of budgeted expenditures for the month in General Fund. In Water and Sewer Fund the town had received 9% of budgeted revenues and spent 4% of budgeted expenditures. A copy of the report is hereby incorporated into the minutes.

**Citizen's Comments on Commissioner Reports –** Carolyn Harmon asked Commissioner Barcelo if he knew when the landfill would be available for use. He informed her there was still some grading issues that needed to be addressed before they could turn it over to the town. He was not sure when that would take place. Ms. Harmon also asked the cost of taking down the dilapidated buildings on Ferguson Street. Commissioner Pitchford told her the cost was \$55,800. Ms. Harmon also wanted more information about the COPs. Chief Trivette explained they were helpful in doing the National Night Out. He also said he would like to have help in community watch meetings while his guys were out on patrol. Chief Trivette stated he didn't have enough employees to not have help.

Buddy Isles, Sr. also mentioned the streetlights behind BB&T and the pharmacy. He said there are no working lights back there, and the lights need to be upgraded and on. He also asked the town to think about changing the speed limit to 25 miles per hour. Commissioner Barcelo said the town could not change the speed limit on a state street because the state has to do a survey and make sure the changes are justified. The town could change speed limits on town streets. Mr. Isles also asked Commissioner Barcelo about upgrading street lights in town. Commissioner Barcelo said he had spoken to the man in charge, but had not heard anything. He also stated he was informed to not do anything on 903, to wait and see what would be done with Affinity House. Mr. Isles then asked for an update on Affinity House. Mayor Scott said he would address that in his remarks.

Ron Girdley said he had heard the house at the corner of Roanoke Avenue and North Main that is falling down was on the list to be taken down. He asked what was happening with that property. Chief Trivette and

Commissioner Pitchford informed him the house was in tax foreclosure and the county has taken it over. Mr. Girdley asked how long that process would be. Chief Trivette said he did not know.

Mr. Buzzy Parker asked about the money the town had received from the sewer case. He wanted to know if there were any bids being taken or if they had been put out. Mayor Scott informed him the money had just been received and no action has been taken yet. Commissioner Barcelo stated there were some sewer lines that have already been replaced and the town needs to go back and figure out what has been repaired. Commissioner Gould-Faison said the town's maps are being updated so there is a clear picture of what needs to be done. Commissioner Barcelo said the town needs to go through the process with the town's engineer to make sure the town is taking care of the sewer lines correctly.

**Mayor's remarks** – Mayor Scott stated Col. John Jenkins funeral will be tomorrow afternoon at 2:30 and is being assisted by the state highway patrol. Mayor Scott also read a letter from St. Alban's church inviting the community to its second annual homecoming Sunday, September 1, at 10:00 a.m. at historic St. Anna's church. Restoration of St. Anna's church is ongoing.

Mayor Scott informed the community the town has received information that Affinity House has had some unforeseen issues but is still coming to Littleton. At this point the town does not have an actual date.

Mayor Scott reminded the community of Greenberg Developmental Services coming to Littleton next for the Local Capacity Grant. Ms. Greenberg will be meeting with business owners in town and will be at the GLDP meeting on Tuesday, August 20<sup>th</sup>. This grant was given to Littleton to help with economic development.

Commissioner Pitchford made a motion; seconded by Commissioner Barcelo to adjourn. Motion voted and carried unanimously.

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Ellen M. Eller, Town Clerk