

Town Hall
112 East South Main Street
December 05, 2018

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 held November 7th 2018
5. Consider approval for payment of bills made in November 2018
6. Review and Approval of meeting calendar for 2019
7. Real Estate Attorney for USDA Grant change to Tom Wellman
8. Citizen Concerns and Comments
9. Commissioner Reports on activities in November 2018
10. Citizens Comments on Commissioner Reports – comments/questions
- limited to 2 minutes.
11. Mayor’s remarks
12. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(3) and(6)
13. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Wednesday, Dec 05, 2018 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Stephen Barcelo, Bonita Knight, Gerleen Pitchford, Don Spragins, and eleven (11) members of the public. 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 Spragins to approve the Agenda. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to table the approval of Minutes for the November 7th 2018 Meeting, noting that the November 13th will be presented for approval at the 2nd December session. The motion voted and carried unanimously.

Commissioner Spragins made the motion; seconded by Commissioner Barcelo to table the approval of Bills for November 2018. The motion voted and carried unanimously.

Real Estate Attorney for USDA Grant change to Tom Wellman Esq

Commissioner Pitchford explained that she had met with Buster Dawson who has been having trouble getting in touch with Larry Armstrong and proposed to withdraw any current projects from Mr. Armstrong. Commissioner Knight made the motion, seconded by Commissioner Barcelo to withdraw the projects. The motion voted and carried unanimously.

Commissioner Pitchford then made the motion, seconded by Commissioner Spragins to hire Tom Wellman and use him for future real estate legal matters. The Motion voted and carried unanimously.

Citizen Concerns and Comments – No citizens were signed up to speak at this meeting.

Commissioner Reports:

Street Report – Commissioner Barcelo reported that the Parade had moved smoothly, and thanked Chief Trivette for driving slowly allowing the Parade to stay cohesive this year. He reported that Mosby Ave and 158 had been cleaned before and after the parade. Commissioner Barcelo then thanked Heidi Hogan for help with contacts to get the snowflakes hung. He stated that leaf pickup would continue and reminded citizens to please bag their leaves.

Cemetery Report – Commissioner Knight reported that the cemetery had no more mowing for the year and there was nothing further to report.

Water Report - Commissioner Debnam was unable to attend the meeting so Mayor Scott read the potable water report for November 2018.

Police Report – Commissioner Pitchford read the Police Report for the month of November 2018.

Financial Report – Commissioner Spragins stated that there was no official report and he would not be reading the unofficial report that was submitted to the Board as he didn't want to create confusion. He reported that the catching up was continuing apace and that the Town would not fully be caught up until 2019.

Citizens Comments on Commissioner Reports –

Sylvia Alston questioned what line item 10-410-57 described and Commissioner Spragins explained it was fines from late payments. Mrs. Alston also requested information about the \$2000 that was moved from the cemetery reserve to general fund for creation of the cremation garden. She was cemetery commissioner during its creation and not all \$2000 were used, so the remainder should have gone back into the cemetery reserve account. She wanted to know what additional money may have gone elsewhere instead of back into the reserve account.

Heidi Hogan requested whether a month by month financial recap will be available when the office was caught up with financials. She also requested a list of internal controls that the office will be using to prevent further issues.

Sylvia Alston then went on record to request a record of fines and interest incurred after all is said and told.

Heidi Hogan suggested a chart of monthly bills so that both commissioners and office staff are able to confirm that no regularly paid bills are missed. She stated that the American Legion did a great job with the Christmas Tree lighting, and let Commissioner Barcelo.

Kim Gray thanked the town and stated that she knew that the city of Durham has the same snowflakes as Littleton so the Town may be able to get them when Durham retires them.

Mayor's Remarks – Mayor Scott stated that he was grateful for all the great things in Town from the beautifully decorated stage, to the lights adorning the Main Streets and the fantastic Christmas Parade. He Wanted to thank the American Legion, the Lions Club, the COPs and the GLDP. Also a special thank you to Bobby Johnson for helping hang the snowflakes for another year.

With no further business Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to adjourn the meeting at 7:12 pm. The motion voted and carried unanimously.

