

TOWN OF LITTLETON

12.11.2018

Board of Commissioners 2nd Regular Meeting

The Board of Commissioners of the Town of Littleton held the second regularly scheduled meeting on Tuesday, December 11th, 2018 at 6:00 pm. In attendance were Commissioners Stephen Barcelo, Bonita Knight, Gerleen Pitchford, and Donald Spragins. A quorum was present. Mayor Owen Scott called the meeting to order at 6:15 pm.

Approval of New Ordinances – Commissioner Pitchford made the motion, seconded by Commissioner Knight to approve the vehicular ordinances as stated, with 1st degree Trespass and Child Safety Harness at a fine of \$100 and the remaining ordinance violation fines set to \$50. The motion voted and carried unanimously.

A public hearing was agreed upon and set for 6:15pm before the January 9th meeting, with a resolution to be adopted then.

Park Signage – Commissioner Spragins brought up that any rules for a park sign would need to be enforced with adjoining ordinances. The Commissioners agreed that the approved sign would need to be sent to the Parks and Recreation Committee for approval before the ordinances. The 10 rules that are being sent for approval are attached to the minutes.

Consider approval of Minutes for November 13th 2018 – Commissioner Barcelo made the motion, seconded by Commissioner Knight to approve the minutes held November 2018. The motion voted and carried unanimously.

Personnel Policy – The Board reviewed the draft of the Personnel Policy. Commissioner Pitchford confirmed that the Police Department had their own personnel policy and that this would only cover that department when they did not already have a policy in place. Commissioner Pitchford made the motion, seconded by Commissioner Knight to accept the Personnel Policy with the proposed changes with a resolution to be approved at the next meeting. The motion voted and carried unanimously.

Municipal Finance Course – Commissioner Spragins recommends that the course that both Holly Barcelo and the new clerk go to this course as it is both inexpensive and highly recommended by the NC Treasurers office. Commissioner Pitchford made the motion, seconded by Commissioner Spragins to close Town Hall at 4pm on Tuesdays from January 15th to March 12th so both the Clerk and Assistant Clerk can attend the class.

Disinterment – Commissioner Knight presented an estimate from Blaylock's funeral home to disinter and reinter Mr. Harry Fishel. It was confirmed that the previous Cemetery Superintendent had mismarked the grave, making the correction the responsibility of the Town. Commissioner Spragins made the motion, seconded by Commissioner Pitchford to ask Blaylock's Funeral Home to proceed for the Fishel Family.

Commissioner Pitchford informed the Board that the police department will be working for pipeline locations with the qualifications that they will not be arresting anyone and they will be driving their personal transportation. Commissioner Pitchford also informed the Board that she had given permission to close down Halifax St from Mosby to Ferguson for sledding however was concerned with a pothole in Halifax St. Commissioner Barcelo said he would see if it could be patched. Commissioner Pitchford then asked about meters at Mr. Fitts' property on Main St. Mayor Scott stated that at a previous meeting it had been decided that no decision could be made until Mr. Fitts contacted the Town directly however the Board was of the mind that installing a standard tap would be paid for by the Town, as one should already be present, however any special location for the tap incurring additional expense would be at the cost of the property owner.

At 7:28pm Commissioner Spragins made the motion seconded by Commissioner Pitchford to go into closed session. The motion voted and carried unanimously.

At 7:46pm the board returned to open session.

Commissioner Spragins made the motion, seconded by Commissioner Pitchford to call Ellen Eller, Holly Barcelo, Terry Alston and Natasha Whitaker for interviews for the clerk position on Tuesday December 18th beginning at 6pm. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to adjourn. The motion voted and carried unanimously.

Assistant Town Clerk