## TOWN OF LITTLETON

## Town Hall 112 East South Main Street January 03, 2017 6:30 pm MONTHLY BOARD MEETING

Call meeting to order 6:30 p.m. Pledge of Allegiance followed by Invocation Motion to approve the Agenda Consider approval of Minutes of meeting(s) held December 2017 Approval for payment of bills made in December 2017 Adopt Resolutions Bank Signatures –R-2018-1 BB&T – Branch Banking and Trust R-2018-2 FCB – First Citizen's Bank R-2018-3 NCCMT – N.C. Cash Management Trust Citizen Concerns and Comments -Commissioner Reports on activities in December 2017 Citizens Comments on Commissioner Reports - comments/questions- limited to 2 minutes. Mayor's remarks Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(6) to discuss personnel Adjourn 

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Wednesday, January 03, 2018 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Steve Barcelo, M. Bonita Knight, Clara Debnam, Donald Spragins and nine (9) 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. Chief Winifred Bowens followed with the invocation.

Immediately following the invocation rehired employee Wanda J. Clark was sworn in as Town Clerk/Finance Officer by Mayor K. Owen Scott.

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

Commissioner Pitchford made the motion; seconded by Commissioner Debnam to approve the minutes of the December meetings with one correction to the work session adding the amount of the Air Boss Heating and Cooling quote adopted in the amount of \$3091.44. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Debnam to approve the payment of bills made during the month of December 2017. The motion voted and carried unanimously.

Commissioner Spragins made the motion; seconded by Commissioner Knight to adopt the three resolutions changing the Mayor signature from former Mayor Girdley to Mayor Scott on all three bank accounts. The motion voted and carried unanimously.

Resolution R-2018-01 – change bank signatures Branch Banking and Trust Resolution R-2018-02 – change bank signatures First Citizen's Bank Resolution R-2018-03 – change bank signatures NC Cash Management Trust

**Citizen Concerns and Comments** – no scheduled comments **Commissioner Reports:** 

The Town of Littleton is an equal opportunity provider, and employer.

**Street Report** – Commissioner Barcelo reported he is making the necessary preparations for the winter storm arriving tonight. He reported no date has been set yet for Christmas tree pickup.

**Cemetery Report** – Commissioner Knight reported that seasonal decorations at the cemetery should be picked up no later than February 15, 2017.

**Water/Sewer Report** – Commissioner Debnam read the water sewer report. A copy is hereby incorporated into the minutes. No sewer spills or overflows reported.

**Police Report** – Commissioner Pitchford read the Police Report for the month of December 2017, Littleton Township. Commissioner Pitchford mentioned that it had been a busy month with 110 calls to Halifax E911. Commissioner Pitchford then recognized Police Chief Bowens. Chief Bowens reminded all to keep their vehicles and homes locked as there were known criminals recently released on parole in the Littleton area. A copy of the Police Report is hereby incorporated into the minutes.

**Finance Report** – Commissioner Pitchford assisted Commissioner Spragins by reading the Finance Report for the month of December 2017. A copy is hereby incorporated into the minutes.

## Citizens Comments on Commissioner Reports -

Mr. Ken Carroll inquired if the Finance Report was based on the fiscal or calendar year? Commissioner Spragins responded that the report is based on the fiscal year ending June 30, 2018. Former Mayor Girdley inquired if the known criminal was on house arrest with an ankle tracking device? Chief Bowens replied that from reported sightings he did have an ankle tracking device and visual reports confirm he was not keeping to the terms of his parole or house arrest. Chief Bowens again reminded all to keep personal vehicles and items locked and put away. Commissioner Pitchford added that it is important to report any stolen items no matter how small as the information is important in detecting patterns of activity within town limits.

**Mayor's Remarks** – Mayor Scott thanked everyone for attending and advised all to be prepared and safe in the winter storm due to arrive later that evening.

At 6:51 pm Commissioner Pitchford made the motion: seconded by Commissioner Debnam to go into Closed Session pursuant to NCGS 143-318.11(a)(6) – To discuss a personnel matter.

The Board returned to Open Session at 6:57 pm.

With no further business Commissioner Spragins made the motion; seconded by Commissioner Barcelo to adjourn the meeting at 6:57 pm. The motion voted and carried unanimously.

Clerk