

**TOWN OF LITTLETON**  
P. O. BOX 87  
LITTLETON, NORTH CAROLINA  
27850  
TELEPHONE (252) 586-2709

November 2, 2009

**AGENDA**

1. Call regular meeting to order at 7:30 p.m.
2. Pledge of Allegiance.
3. Consider approval of minutes of meeting(s) held in October, 2009.
4. Approve for payment bills made in October, 2009.
5. Consider HCIA 2009 Legislative Goals.
6. CDBG# 07-C-1720 East End Grant Quarterly Progress Reports.
7. Consider contract for "Water Tower Antenna Space Lease Agreement" (pending Town Attorney review).
8. Consider line item budget amendment.
9. Citizens concerns.
10. Commissioners reports on activities in October, 2009.
11. Adjourn.

The Board of Commissioners of the Town of Littleton held their regular meeting Monday, November 2, 2009, at 7:30 p.m. at the Town Hall. Commissioners present were Betty Willis, Patrick McAtee-MacRae, Clara Debnam, Terry Newsom and Jimmy Kearney.

Commissioner Willis made a motion, seconded by Commissioner Debnam to approve the minutes of public hearing and regular meeting held in October as presented by the Clerk. The motion was voted and carried.

Mayor Hawfield explained the bill for \$402.50 for Annie's Construction was for putting in a fire road around the dump as it was required by the State, there were Annual Water Permit and Wastewater Permit fees, and \$4,062.55 for the final match on the CDBG grant. Commissioner Debnam made a motion, seconded by Commissioner Kearney, to pay the bills as presented by the Clerk. The motion was voted and carried.

Following Mayor Hawfield advising the Halifax County Intergovernmental Association meets with legislators once a year to consider legislative goals, Commissioner MacRae made a motion, seconded by Commissioner Newsom, to submit numbers 1, 2, 3, 8, 9, 11, 12, 13, and 14 as the Town's legislative goals. The motion was voted and carried and a copy of the HCIA 2009 Legislative Goals is hereby incorporated by reference and made a part of these minutes.

Commissioner Willis made a motion, seconded by Commissioner Debnam, to adopt the CDBG Progress Reports as presented. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Following Commissioner Willis advising she had been working with Jim Dotson and Jim Skilton who maintained the water tower, Town Attorney Gilbert Chichester had reviewed the "Water Tower Antenna Space Lease Agreement" contract, and the Town would receive \$1,250.00 per month or \$15,000 per year for the wireless antenna installation, Commissioner Kearney made a motion, seconded by Commissioner Willis, to authorize Mayor Hawfield to sign the agreement on behalf of the Town. The motion was voted and carried and a copy is hereby incorporated by reference and made a part of these minutes.

Mayor Hawfield explained the proposed budget amendment for \$4,063.00 was the final match amount for the CDBG East End Grant. Commissioner Newsom made a motion, seconded by Commissioner Debnam, to approve the budget amendment as presented. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Following a short discussion, Commissioner Willis made a motion, seconded by Commissioner Debnam, to move the December meeting from December 7 to Wednesday, December 2, 2009. The motion was voted and carried.

Sally Hawfield asked the Board to consider allowing the electrical contractor working for the Beautification Committee installing wiring for lighting the Crepe Myrtles, to cut a trench in the sidewalk for the wiring and allow them to connect to the Town Hall's electrical service and for the Town to consider assuming the cost of lighting the trees that would be on that service. Following some discussion, Commissioner Newsom made a motion, seconded by Commissioner Debnam, to allow the sidewalk to be cut, allow the connection to the Town's electric and to pay the cost for the electricity. Ms. Hawfield also stated that Annie's Construction had volunteered to put up the snowflakes and possibly the tree at no cost which would save about \$2,700. The motion was voted and carried.

Mayor Hawfield presented a plaque to Chief Suggs from AAA of the Carolinas in recognition of Littleton's being designated a "2009 North Carolina Traffic Safe Community" with a population of

less than 5,000. Chief Suggs advised part of the award was AAA would reimburse the Town for putting signs at each entrance to Town recognizing the designation. Commissioner Debnam made a motion, seconded by Commissioner Newsom, to accept the offer from AAA of the Carolinas for reimbursement of the signs. The motion was voted and carried.

Chief Suggs stated he had attended a grant workshop for the Governor's Crime Commission and there was money available for a 75% grant with 25% match for equipment. He further stated the police department needed 2 more shotguns and new hand guns as the ones they had now were about 13 – 15 years old. He would also apply for MDT's for each car (computer and software). After the first year the Town would be responsible for the air cards which would be about \$39.88 each month for each card. Discussion followed and Chief Suggs advised the grant would be for about \$28,000 to \$30,000 and that if the Board approved applying for the grant, they still had the option to refuse accepting the grant. Commissioner Newsom made a motion, seconded by Commissioner Willis, to authorize Chief Suggs to pursue applying for the grant. The motion was voted and carried.

Chief Suggs also advised there was up to \$4,000 available through the COPS Grant to help with supplying equipment for the officer. He had already completed the paperwork for that and they didn't need the whole amount.

Following Chief Suggs advising he had an applicant for part-time police officer who would pay for all his own medical and psychological tests, Commissioner Newsom made a motion, seconded by Commissioner Kearney, to hire Eric Johnson as a part-time officer. The motion was voted and carried.

In response to a question for James Hogan, Chief Suggs stated he didn't want to take a chance on an old hand gun possibly failing during certification and after so many years and it was difficult to get parts for older guns.

Heidi Hogan commented on the new business on Ferguson Street, a beauty parlor, and what a nice job had been done on cleaning the place up.

Commissioner Kearney had nothing to report.

Commissioner Debnam gave the budget report for October; General Fund revenues YTD \$152,903.54 or 26%, expenditures \$165,472.98 or 28% and Water & Sewer Fund Revenues YTD \$110,522.02 or 32% and expenditures \$126,981.46 or 39%. Mayor Hawfield commented that the budget was about on schedule and tax revenues were coming in.

Commissioner Newsom gave the police report for October.

Commissioner Willis reported the Town had purchased 2,818,000 gallons of water and sold 1,800,000, unaccounted for was 261,000 gallons. Lines had been flushed, two bacterial tests were negative and the waterline work on Johnston Street was complete as were the repairs to the two aerators at the WWTP. In response to a question from "Buzzy" Parker, Commissioner Willis explained it was up to the engineer and contractor as to what section of the waterline project would be next.

There being no further business, Commissioner Kearney made a motion, seconded by Commissioner Debnam, to adjourn the meeting at 8:24 p.m. The motion was voted and carried.

---

Clerk