

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

December 2, 2009

AGENDA

1. Call regular meeting to order at 7:30 p.m.
2. Pledge of Allegiance.
3. Mayor Hawfield to award "Certificates of Appreciation".
4. Mayor Hawfield to Administer Oath of Office to Mayor Elect Betty B. Willis.
5. Administer Oath of Office to newly/re-elected Commissioners
6. Consider approval of minutes of meeting(s) held in November, 2009.
7. Approve for payment bills made in November, 2009.
8. Consider resolution "**Town of Littleton Board of Commissioners Commitment of Participation Energy Audit, Strategic Energy Plan & EECBG Application**" (R-09-012).
9. Consider Christmas bonus for employees - \$54.15 full time \$27.10 part time.
10. Citizens concerns.
11. Commissioners reports on activities in November, 2009.
12. Adjourn. (Meeting was recessed until 4:45 pm Thursday, December 3, 2009.)

The Board of Commissioners of the Town of Littleton held their rescheduled monthly meeting Wednesday, December 2, 2009, at 7:30 p.m. at the Littleton Volunteer Fire Department, 226 Hwy 158 East. Present were Mayor-Elect Betty Willis, Commissioners Clara Debnam, Patrick McAtee-MacRae, Terry Newsom and Jimmy Kearney, Commissioner Elect Heidi Hogan and Town Attorney Gilbert Chichester.

Mayor Hawfield opened the meeting with the Pledge of Allegiance.

Mayor Hawfield remarked that he had moved to Littleton in March, 1957, was appointed to the Littleton Board of Commissioners in December, 1957 and served on the Board for 50 of the 52 years he'd lived here. It was very humbling and very honorable, "I can't thank the people of Littleton, I've enjoyed it and hope that Littleton is a better place, I will miss it and want to thank all the Town employees and all the citizens for their cooperation and support I've had for these 50 years." Mayor Hawfield then handed out certifications of appreciation to employees and thanked each one. Mayor Hawfield again thanked all the citizens of Littleton for all they'd done for him.

Mayor Hawfield administered the Oath of Office to Mayor Elect Betty B. Willis, and the Clerk administered the Oath's to Commissioners Elect Heidi Hogan and James "Jimmy" Kearney. A copy of each oath is hereby incorporated by reference and made a part of these minutes.

Mayor Willis stated we have a wonderful community and I hope we can continue to work for the betterment of the whole Town.

Commissioner Debnam made a motion, seconded by Commissioner Kearney, to approve minutes as presented. The motion was voted and carried.

Commissioner MacRae made a motion, seconded by Commissioner Debnam, to approve payment of the bills as presented. The motion was voted and carried.

Following Mayor Willis advising the resolution was needed to be eligible for monies from the energy waste reduction plan, Commissioner Hogan made a motion, seconded by Commissioner Kearney, to adopt the resolution "**Town of Littleton Board of Commissioners Commitment of Participation Energy Audit, Strategic Energy Plan & EECBG Application**" (R-09-012). The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Mayor Willis explained the employee bonus amounts would allow for withholding, Commissioner Newsom made a motion, seconded by Commissioner MacRae, to give full time employees \$58.00 and part time \$27.10. The motion was voted and carried.

Former Mayor Hawfield reminded the Board he had included in the budget a 2% raise for all employees, except Leslie Carver, as of January 1, 2009, and Mayor Willis confirmed that she was aware.

Commissioner Kearney had no street report.

Commissioner Newsom gave the police report for November and stated he had gotten some calls about the police truck and expected to get some on the police Camaro.

Commissioner Debnam gave the budget report for November; General Fund revenues YTD \$173,740.13 or 29%, expenditures \$200,456.89 or 34% and Water & Sewer Fund Revenues YTD

\$137,161.60 or 42% and expenditures \$146,357.89 or 45%. Mayor Willis stated the budget looked like it was running pretty good.

Mayor Willis reported there had been no spills, violations or inspections for waste water, the Town had purchased 3,423,000 gallons of water and sold 2,060,000, unaccounted for was 1,263,000 gallons, hydrants had been flushed and there had been leaks by construction crews. Two bacterial tests were negative and the work on the south side water lines needed to be finished since the north side work would be starting soon.

Commissioner MacRae reported on his way back from the cemetery he had come upon an accident at 158 and stated he didn't have anything else except who wanted to be in the parade. A short discussion followed.

Mayor Willis advised that after Christmas they would start the process for letting the bids on the Town Hall. Mayor Willis thanked everyone for coming and wanted to tell the people that work for the Town she was glad to be on board.

Following discussion, Commissioner Newsom made a motion, seconded by Commissioner Debnam, to recess the meeting at 8:04 pm and to reconvene at the Town Hall at 4:45 pm on Thursday, December 3, 2009. The motion was voted and carried.

The meeting reconvened at 4:45 pm.

Mayor Willis suggested changing the regular meeting time from 7:30 pm to 6:30 pm and hold public hearing at 6:00 pm. Commissioner Hogan made a motion, seconded by Commissioner Debnam to accept the proposal to hold regular meetings at 6:30 pm and public hearings at 6:00 pm. The motion was voted and carried.

Following discussion, Commissioner Debnam made a motion, seconded by Commissioner Kearney, to approve Leslie Carver attending the Logic's User meeting in February. The motion was voted and carried.

Mayor Willis advised a Mayor Pro Tem needed to be appointed to serve in her absence. Commissioner MacRae made a motion, seconded by Commissioner Hogan, to nominate Commissioner Kearney. There were no other nominations and the motion was voted and carried.

Mayor Willis stated she had chosen to make the appointments and appointed Commissioner Debnam as Water and Sewer Commissioner and Commissioner Hogan as Finance.

Commissioner Debnam made a motion, seconded by Commissioner Kearney, to include Commissioner Newsom as the additional signatory/agent on the Town's bank accounts. The motion was voted and carried with Commissioner Debnam, Kearney, Hogan and Newsom voting in favor and Commissioner MacRae opposing.

Following discussion, Commissioner Debnam made a motion, seconded by Commissioner Hogan, to adopt the proposed Littleton Board of Commissioner 2010 meeting schedule. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Following Mayor Willis explaining the banks and post office were closed on Columbus Day so deposits could not be made nor mail collected, Commissioner Newsom made a motion, seconded by Commissioner Hogan, to close Town Hall on Columbus Day. The motion was voted and carried.

Mayor Willis stated that Commissioner MacRae had been on the Library Board for 2 years and that she was going to appoint Commissioner Hogan to that position. A short discussion followed.

Following discussion including changing the time limit for 5 to 3 minutes, the consensus was to keep the existing citizen's input policy originally adopted December 11, 1989.

Following Commissioner MacRae's objection to Mayor Willis appointing Commissioner Hogan to the Library Board, Commissioner Newsom made a motion, seconded by Commissioner Debnam, to appoint Commissioner Hogan to the Library Board. The motion was voted and carried with Commissioners Newsom, Debnam, Kearney and Hogan voting in favor, and Commissioner MacRae opposing.

Commissioner Kearney made a motion, seconded by Commissioner Newsom, to adjourn the meeting at 5:20 pm. The motion was voted and carried.

Clerk