

TOWN OF LITTLETON
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27850
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March 7, 2011

AGENDA

1. Call regular meeting to order at 6:30 p.m.
2. Pledge of Allegiance.
3. Invocation.
4. Consider approval of minutes of meeting(s) held in February, 2011.
5. Approve for payment bills made in February, 2011.
6. Citizens Concerns:
7. Schedule Public Hearing on Halifax County Multijurisdictional Hazard Mitigation Plan update for 6:00 pm (6:15 pm), April 4, 2011.
8. Consider Budget Amendments.
9. Consider approving Audit Contract with Flower & Stanley, LLP. Audit \$5,500, Financial Statements \$1,400, AFIR \$250, Bookkeeping Assistance (if required) \$110/hr (\$100 last year).
10. Commissioners reports on activities in February, 2011.
11. Mayor's remarks.
12. Adjourn.

Next regular meeting scheduled Monday, April 4, 2011, at 6:30.*

[MEETING WILL BE HELD IN THE LITTLETON SALES OFFICE.](#)

The Board of Commissioners held their regular meeting Monday, March 7, 2011 at 6:30 pm at Littleton Sales building office. Present were Commissioners Patrick McAtee-MacRae, Heidi Hogan, Clara Hogan, Jimmy Kearney and Terry Newsom

Mayor Willis opened the meeting with the Pledge of Allegiance followed by an Invocation.

Commissioner MacRae made a motion seconded by Commissioner Debnam, to approve the minutes of the work session held in February. The motion was voted and carried.

Mayor Willis asked for a motion to approve payment of the bills and Commissioner Hogan commented there wasn't any detail on the water repair at Lake Gaston Auto Sales (Annie's Const. invoice). Commissioner MacRae questioned engineering bills from Mack Gay and Mayor Willis explained it was to engineer putting a loop in the water system. Mayor Willis explained surveying wasn't paid by the grants. Commissioner MacRae expressed concern that the Board wasn't prepared for this expense. Discussion continued including informing the Board of engineering expenses in advance and providing estimates. Commissioner Kearney made a motion seconded by Commissioner Debnam, to pay the bills as presented. Commissioners Kearney, Debnam, Hogan and Newsom voted in favor and Commissioner MacRae opposed. The motion was voted and carried.

The Board agreed to hold a public hearing on the Halifax County Multi-Jurisdictional 2010 Hazard Mitigation Plan Update at 6:15 pm, April 4, 2011. Commissioner Kearney noted there needed to be some updates in the plan.

Commissioner Newsom questioned the police department budget amendments and following discussion, Commissioner MacRae made a motion to table the budget amendments until the work session. After discussion, Mayor Willis tabled the budget amendments and scheduled a work session for 2:00 pm March 28th.

Commissioner Newsom made a motion seconded by Commissioner Kearney, to approve the audit contract with Flowers & Stanley, LLC.

Commissioner Hogan gave the budget report for February, General Fund revenues YTD \$350,166 or 60%, expenditures \$305,467 or 52%, Water/Sewer Fund revenues YTD \$243,106 or 64% and expenditures \$221,032 or 58%. Commissioner Hogan noted engineering services were at 90% and the Clerk said the availability fee was used appropriately.

Mayor Willis asked the Board to look at the budget sheets as Raleigh had stated the Town was going to have to make big cuts. Mayor Willis stated they would start working on the budget in mid April.

Commissioner MacRae stated he didn't have anything new, but Christmas decorations had been removed from the cemetery.

Commissioner Kearney reported on work done on Golden Leaf Grant, the curbing (South Main) and parking spaces marked off on North Main, traffic island on Halifax and 158 and the Memorial Park had been re-curbed and painted.

Commissioner Newsom gave the police report for February.

Commissioner Debnam gave the wastewater report - no violation, no inspection and no overflows. For the water report, the Town purchased 1,177,000 gallons and sold 1,902,000, the difference was due to Halifax misreading the meter. Two bacterial tests were negative. Commissioner Debnam

reported she'd received an email from Phillip Joyner, an engineer with Mack Gay. He'd sent a list of the quadrants they would be working on. Out of the addresses checked, they found that 49% were tees/double tees and needed to be replaced. A copy is hereby incorporated and made a part of these minutes.

Mayor Willis read a letter from American Legion Post 308 expressing appreciation on the improvements on the Memorial Square area.

President Irving Griffin, of Halifax Community College, wanted to have an educational outreach forum in each Town and they had come up with the date of May 24th. They were planning to have it at the Littleton fire house. Everyone was welcome to come.

There being no further business, Commissioner Debnam made a motion seconded by Commissioner Kearney, to adjourn the meeting at about 7:20 pm.

Clerk