

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

August 1, 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 July, 2011.
5. Approve for payment bills made in July, 2011.
6. Citizens Concerns
7. Consider appointments appointing/re-appointing members to Littleton Board of Adjustments and Planning Board and recommendations for Halifax County appointments.
8. Consider appointments to Library Board; Clyde Johnston and Karen Shinn.
9. Consider letter encouraging Kipp School to relocate to former McIver Elementary School.
10. Commissioners reports on activities in July, 2011.
11. Mayor's remarks.
  - a. Washing Police Cars
12. Adjourn.

**Next regular meeting scheduled Tuesday, September 6, 2011 at 6:30.\***  
**MEETING WILL BE HELD IN THE LITTLETON SALES OFFICE.**

The Board of Commissioners held their regular meeting Monday, August 1, 2011, at 6:30 pm at the Littleton Sales office. Commissioners present were Patrick McAtee-MacRae, Heidi Hogan, Clara Debnam, Jimmy Kearney and Terry Newsom.

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

Following Commissioner MacRae's correction to the minutes from the regular July 11<sup>th</sup> meeting to indicate he "had", not "hadn't", visited the dump, Commissioner Newsom made a motion seconded by Commissioner Debnam, to approve the minutes of the public hearing and regular meeting held in July. The motion was voted and carried.

Commissioner MacRae stated there were still invoices from Annie's Construction and he would like to see what licenses they possess. Commissioner Debnam advised she had stated at the last meeting that Keith (WWTP Superintendent) still had some jobs that had to be done. Discussion followed including the Board's consensus not to use Annie's Construction for any more work and Commissioner Newsom stating after August 1<sup>st</sup> he would no longer approve anything from Annie's Construction. Commissioner Debnam made a motion seconded by Commissioner Kearney, to approve the bills as presented. The motion was voted and carried.

Following discussion, including deferring a decision on a recommendation for the Halifax County alternate member on the Littleton Board of Adjustment, Commissioner Newsom made a motion seconded by Commissioner Kearney, to recommend reappointment of Richard Brown to the Board of Adjustment and his appointment to the Planning Board, and reappointment of Jim Skilton to the Board of Adjustment and Don Willis and Dan Long to the Planning Board. The motion was voted and carried.

Mayor Willis advised there were two slots open on the Library Board and in discussion between the Board and Library Board Member Margaret Knight and Librarian Kim Gray, it was determined the Library Board wished to retain Margie Duckett and Commissioner Hogan advised Ms Duckett had not been attending meetings and asked Ms. Gray to review the minutes of the Library Board Meetings to check her attendance record. Commissioner Newsom made a motion seconded by Commissioner MacRae, to appoint Clyde Johnston to the Library Board, replacing Jack May. The motion was voted and carried. Commissioner Hogan asked if perhaps an alternate could be appointed as the Library Board needed active participation from it's members and Karen Shinn, a retired school teacher had expressed interest in serving on the Board.

Mayor Willis asked the Board to consider encouraging Kipp School to relocate to former the McIver Elementary School and indicated she had a draft letter Commissioner Hogan had written. In discussion Commissioner MacRae expressed support but wanted to see the letter and Mayor Willis stated at this point all she wanted was the Board's endorsement of the Kipp School relocating to McIver. Commissioner Hogan made a motion seconded by Commissioner Kearney to endorse encouraging the Kipp School to relocate to McIver. The motion was voted and carried.

Commissioner Hogan gave the budget report for July, General Fund revenues YTD \$10,599 or 1% and expenditures \$28,531 or 5% and Water/Sewer Fund revenues YTD \$30,236 or 6% and expenditures \$9,814.14 or 2%.

Commissioner MacRae reported the cemetery contract was working out, he hadn't received any complaints.

Commissioner Kearney reported they had completed the first month of street maintenance and it went well overall and he had discussed with the contractor about making sure work was done as close to the Festival as possible.

Commissioner Newsom reported the police report for July had a lot of zeros, but there had been 10 arrests.

Commissioner Debnam reported the Town had purchased 3,239,000 gallons of water and sold 2,393,000, two Bacterial tests were negative and there had been no spills, inspections or violations in the wastewater system. Commissioner Debnam also advised Board Members had received a report on the status of the grants and if there were any questions to let her know and she would forward them to Dennis Patton.

Mayor Willis advised Chief Bolton had talked with her and Commissioner Newsom about putting a lockable spigot by the water tower to allow police officers to wash their squad cars. Commissioner Hogan questioned the cost and Mayor Willis stated she didn't have all the details but Keith would be able to put it in and she would get back to the Board.

Commissioner Newsom made a motion seconded by Commissioner Hogan, to enter into closed session pursuant to NCGS 143-18.11(a) (6), to discuss personnel. The motion was voted and carried at 7:03 pm.

Regular session resumed at 7:18 pm.

Commissioner Newsom made a motion seconded by Commissioner MacRae, to appoint Greg Bolton as the Chief of Police with a salary increase of \$600.00 per year, taking it out of the police departments current budget (total salary \$33,600.00 per year for Chief Bolton) and to revisit and review his salary in three months. The motion was voted and carried.

The Board scheduled a work session for Monday, August 15, at 9:00 am.

Commissioner Kearney made a motion seconded by Commissioner Debnam, to adjourn at 7:22 pm.

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Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a) (6)

The Board reviewed Chief Bolton's performance during his probationary period and discussed an increase in salary.

Commissioner MacRae made a motion seconded by Commissioner Kearney, to return to regular session at 7:16 pm. The motion was voted and carried.

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Clerk