

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

July 1, 2013

AGENDA

1. Call regular meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Consider approval of minutes of meeting(s) held June, 2013.
4. Approve for payment bills made in June, 2013.
5. UCPCOG –Joe Gambaccini concerning Brownfields site assessment work and redevelopment for Library.
6. Consider “Modification to Agreement for Central Communications” (E-911).
7. Consider **Resolution Authorizing Persons to Sign Requisitions (R-13-006).**
8. Consider **Resolution Authorizing the Governing Board to Contract with an Elected Official of the Town (R-13-007).**
9. Citizens Comments/Concerns:
 - a. none
10. Consider Final Amended 2012-13 Budget.
11. Consider changes to Halifax County water purchase contract.
12. Commissioners reports on activities in June, 2013.
13. Mayor’s remarks.
 - a.
14. Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney, and (6) to discuss personnel. (interview part-time police officer applicant)
15. Adjourn.

Next regular meeting scheduled Monday, August 5, 2013 at 6:30.

The Board of Commissioners held their regular meeting Monday, July 1, 2013, at 6:30 pm at the Town Hall. Commissioners present were Gerleen Pitchford, Heidi Hogan, Clara Debnam, Jimmy Kearney and Terry Newsom and Town Attorney Gilbert Chichester.

Mayor Bobbitt opened the meeting with the Pledge of Allegiance followed by the invocation.

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

Mayor Bobbitt advised she had to have three pipes cleaned out, work was done on College, Moore and Mulberry Streets and the State had cleaned out the ditch at John 3:16. There had also been problems at North Main and Mosby. Commissioner Debnam made a motion seconded by Commissioner Pitchford, to pay the bills as presented. The motion was voted and carried.

Joe Gambaccini, with Upper Coastal Plain Council of Governments, explained he was doing a community outreach session required by the EPA on Brownfields. A Phase I Environmental Assessment was required by the Brownfield Program and the Catalyst Grant for the Library. A Phase II inspection would include ground site testing and the report would be available the middle to end of August.

Mayor Bobbitt advised the Halifax County 911 fees were down this year but would go up the next two years. Commissioner Pitchford made a motion seconded by Commissioner adopt the "Modification to Agreement for Central Communications". The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Hogan made a motion seconded by Commissioner Debnam, to adopt the Resolution **Authorizing Persons to Sign Requisitions (R-13-006)**, authorizing Mayor Bobbitt, Mayor Pro-tem Newsom, Clerk Taylor and Assistant Clerk Carver, to sign requisitions for the CDBG Catalyst Project. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Newsom made a motion seconded by Commissioner Hogan, to adopt **Resolution Authorizing the Governing Board to Contract with an Elected Official of the Town (R-13-007)**, allowing the Town to contract with Pitchford Plumbing. The motion was voted and carried, with Commissioner Pitchford abstaining. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Hogan made a motion seconded by Commissioner Kearney, to adopt the final Amended 2012-13 Budget. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Mayor Bobbitt advised she and Superintendent Keith Hamm had met with Gwen Matthews, Halifax County Public Utilities Director, concerning lowering the minimum and maximum daily water charges. Ms. Matthews agreed to consider a new contract and Mayor Bobbitt hoped to present the new contract to the Board at the next meeting. The contract would then have to be presented to the Halifax County Board for approval.

Commissioner Kearney reported the cemetery had been cut two times and he had put down gravel. The cemetery was scheduled to be cut two times in July.

Commissioner Hogan reported she had met with the Historical Preservation Society about the library plans. The only recommendation was to leave the façade brick. Also, a grant representative for the Library project had been assigned and a meeting was scheduled for July 17th.

Commissioner Newsom reported he had been getting more complaints about dogs and those who habitually let their dogs run loose would be fined. Also starting in July they would be checking for privilege licenses.

Mayor Bobbitt advised the streets report had been given while discussing the bills and asked for citizens to report flooding. W. North Main would be paved from Devine to the Town limits.

Sylvia Alston complained about Hacket Street flooding, it also hadn't been mowed and the ditches needed to be cleaned. Mayor Bobbitt asked if she had contacted anyone about the complaints, and during discussion, Mr. Chichester advised the meeting was for the Board to conduct the business of the Town.

Commissioner Pitchford gave the budget report for June; General Fund revenues YTD \$470,198 or 80%, expenditures \$394,948 or 67%, Water/Sewer Fund revenues YTD \$387.836 or 103% and expenditures \$321,518 or 86%. Commissioner Pitchford thanked the other Board Members for help on the budget.

Commissioner Debnam reported the Town had purchased 3,310,000 gallons of water and sold 2,222,000, unaccounted for was 422,000 gallons and two bacterial tests were negative. There were no violations, inspections or overflows of the Wastewater System. She also reported there was a change order for the North Side Grant to move meters from people's yards to the right of way.

Town Engineer Mark Russell reported he would be advertising for the additional North Side work and they were in the process of going back to the South Side and inspecting and placing the auto read on meters. He hoped to be finished by next month.

Commissioner Newsom made a motion seconded by Commissioner Pitchford, to enter closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney, and (6) to discuss personnel. The motion was voted and carried at 7:19 pm.

Commissioner Hogan made a motion seconded by Commissioner Kearney, to resume the regular session at 7:33 pm. The motion was voted and carried.

Commissioner Newsom made a motion seconded by Commissioner Kearney, to hire (Everett) Dean McFaddin, Jr. as a part time police officer at \$12.50 per hour. The motion was voted and carried.

Commissioner Kearney made a motion seconded by Commissioner Pitchford, to adjourn the meeting at 7:34 pm. The motion was voted and carried.

Clerk

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

The Board interviewed an applicant for part time employment.

Commissioner Newsom made a motion seconded by Commissioner Kearney, to adjourn the closed session and return to regular session at 7:45 pm. The motion was voted and carried.

Clerk