

The Board of Commissioners held a work session Wednesday, October 23, 2013, at 12:00 pm at the Town Hall. Commissioners present were Gerleen Pitchford, Terry Newsom, Clara Debnam, Heidi Hogan and Jimmy Kearney.

Mayor Bobbitt called the meeting to order at 12:02 pm.

The Board discussed the timeline for the release of funds and the start of construction for the Library renovation and the lease agreement with Mr. Mann. The lease agreement would begin November 1st and the Board discussed overpayment of the 2013 taxes paid to Mr. Mann for November and December. Commissioner Kearney made a motion seconded by Commissioner Debnam, to ask Mr. Mann if he would prefer to reimburse the Town directly for the \$156.78 (\$78.39 per month as calculated by Mr. Mann) or deduct the overpayment from the first month's rent. The motion was voted and carried.

The Board discussed donating the molding from the office in the Littleton Sales building and the how long the Library might have to close for hooking up the electronics in the new building. A week was the estimated time for closing.

The Board discussed repairing the Police Departments front door jam and replacing the back door and repairing the upstairs windows in the Mason's building. The consensus was to ask for bids and then decide on amendments to the budget.

Following discussion, Commissioner Debnam made a motion seconded by Commissioner Hogan, to approve the water contract amendments with a correction to the maximum daily amount, adding a 0 to 190,00(0) gallons per day. The motion was voted and carried.

Mayor Bobbitt referred to a letter from Erie Insurance and advised the water leak at Mordecais' due to the contractor leaving the meter on when it was replaced was the responsibility of the contractor Williams Utilities.

Mayor Bobbitt advised Commissioner Newsom had looked at the sewer line problem at Dorothy Boone's and following discussion the conclusion was Town was not responsible and she would have to make the repairs, which may include a sewage pump.

The Board discussed vehicles blocking passage in the alley behind Town Hall and placing a time limit on parking along E. South Main in front of the Town Hall. The consensus was to ask the State about 2 hour parking limit from 6am to 6pm in front of the Town Hall and the proposed Library building and putting up signs in the alley way to limit parking to the street side of the alley only.

Commissioner Hogan asked the Board to consider an economic development committee and following discussion, Commissioner Hogan and Commissioner Debnam agreed to work on getting a list names of volunteers for the committee and bring it back to the Board.

Commissioner Pitchford distributed information on the state statute concerning the budget process and discussion followed.

Commissioner Pitchford advised the Sweepstakes business had not yet paid it's privilege license and discussion included giving a list of paid licensees to the Police Department to aid in enforcing collection, consulting with the Town Attorney concerning collection of previous years privilege license for the sweepstakes business and writing the new owner of the business as a reminder to pay the license fee.

The Board discussed putting together a list of standard interview questions

The Board reviewed Littleton's HCIA Legislative Goals and Commissioner Hogan made a motion seconded by Commissioner Pitchford to add #4 and #16 to Littleton's list. The motion was voted and

carried. A copy of the HCIA Legislative Goals is hereby incorporated by reference and made a part of these minutes.

Commissioner Kearney suggested that as Peter Decilles' cemetery and street contracts were up at the end of the year (fiscal) the Board might want to ask for bids in March. The Board went on to discuss loose leaf collection and redefining and limiting the amount of yard debris. Mayor Bobbitt advised Peter Decilles had suggested limiting the amount put out at the curb to 5' x 3' x 3'. The consensus was 7' x 3' x 3' and Commissioner Kearney suggested to make it easier to understand, to say approximately the length of two roll carts laid end to end. The Board went on to discuss looking into purchasing a piece of property for a landfill for the yard debris as the cost for paying for dumping was getting expensive.

Mayor Bobbitt asked the Board to consider a Valero credit card for gas purchases and the consensus was not to as there was additional cost involved.

Commissioner Newsom made a motion seconded by Commissioner Kearney, to adjourn the meeting at 1:47 pm. The motion was voted and carried.

Clerk