

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

January 6, 2014

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 December, 2013.
4. Approve for payment bills made in December, 2013.
5. CDBG Monthly Performance Status Report.
6. Consider 2014 Calendar; meeting times and dates and Town Hall Closings.
7. Motion and second to clarify Don Spragins appointment to Board of Adjustment as Alternate Member.
8. Citizens Comments/Concerns:
 - a.
9. Commissioners reports on activities in December, 2013.
10. Mayor's remarks.
 - a.
11. **Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney,(and/or (6) to discuss personnel.)**
12. Adjourn.

Next regular meeting scheduled Monday, February 3, 2014 at 6:30 pm.

The Board of Commissioners held their regular meeting Monday, January 6, 2014, at 6:30 pm at Littleton Town Hall. Present were Commissioners Terry Newsom, Heidi Hogan, Gerleen Pitchford, Sylvia Alston and Clara Debnam and Town Attorney Gilbert Chichester.

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

Commissioner Pitchford made a motion seconded by Commissioner Debnam, to accept the minutes from the meetings in December as written. The motion was voted and carried.

Following Commissioner Hogan questioning the cost of a pair of shoes, Commissioner Debnam made a motion seconded by Commissioner Pitchford, to approve payment of the bills.

Mayor Bobbitt advised a CDBG Monthly Performance Status Report was required to be sent in each month. The Town was now waiting for the release of funds. Commissioner Hogan made a motion seconded by Commissioner Alston, to authorize submitting the CDBG Monthly Performance Status Report as presented. The motion was voted and carried.

Commissioner Alston made a motion seconded by Commissioner Newsom, to approve the 2014 Calendar, scheduling regular meeting, work sessions, holidays and Town Hall closing. The motion was voted and carried. A copy is hereby incorporated by reference and made a part of these minutes.

Commissioner Alston made a motion seconded by Commissioner to appoint Don Spragins Board of Adjustment, clarifying his appointment as an Alternate Member. The motion was voted and carried.

Mayor Bobbitt advised she would no longer ask if citizens wanted clarification on Commissioner's Reports; citizens wishing to comment would need to sign up Thursday before the Monday meeting.

Commissioner Alston gave the Cemetery report; she had met with Jimmy Kearney and Decilles, had made two inspections of the cemetery, there were two piles of leaves to be removed, limbs to be cut and some gravel needed. These items would be addressed later. She had looked at the rules and the Christmas flowers were supposed to be removed by February 1st. She had been in touch with Peter Decilles and he was very willing to work with the Town in addressing problems.

Commissioner Hogan stated she wished she had something to report on the Library, but they were waiting for the release of funds. Removal of the heating/AC unit from the new library building was discussed.

Commissioner Newsom gave the police report for December and advised the Charger was no longer running and they needed to look at getting program cars. The purchase of program and used cars was briefly discussed.

Mayor Bobbitt stated she had no street report.

Commissioner Pitchford gave the Budget report; General Fund revenues YTD \$296,868 or 48% and expenditures \$229,074 or 37% and Water/Sewer Fund revenues YTD \$218,272 or 58% and expenditures \$176,028 or 47%.

Commissioner Debnam reported there were no overflows, inspections or violations of the wastewater system. The Town had purchased 2,147,000 gallons of water and sold 1,885,000; unaccounted for was 41,000 gallons.

Commissioner Hogan advised she had contacted Mary Whaley with DENR concerning requirements for a new dump site. The dump area needed to be less than 2 acres, 50' from each adjoining property and a 15' fire lane. Ms. Whaley advised she would be willing to come at some time to make sure it was done properly.

Commissioner Hogan advised she had talked with Jimmy Kearney and Peter Decilles about areas of concern where the Town could save money, like mowing the common areas.

Commissioner Newsom made a motion seconded by Commissioner Hogan, to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney. The motion was voted and carried at 7:00 pm.

The regular session resumed at 7:16 pm.

The Board discussed the correct days for loose leaf collection.

Commissioner Hogan made a motion seconded by Commissioner Debnam, to adjourn the meeting at 7:18 pm. The motion was voted and carried.

Clerk

General Account and Minutes of Closed Session Pursuant to NCGS 143-318(a) (3)

Mr. Chichester, Town Attorney, discussed with the Board the prior Library lease and counseled the Board as to who was responsible for an invoice under that lease.

The consensus of the Board was to authorized Mr. Chichester to convey the Board's position; the Town had no responsibility.

Commissioner Newsom made a motion seconded by Commissioner Alston, to adjourn the closed session and resume the regular session at 7:16 pm. The motion was voted and carried.

Clerk