

Town of Littleton Board Work Session – 10:00 am 05/19/2015

The Board of Commissioners of the Town of Littleton held a work session on Tuesday, May 19, 2015 at 10:00 am at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Heidi Hogan. Mayor Pro-Tem Terry Newsom presided over the meeting.

Mayor Pro Tem Terry Newsom called the meeting to order at 10:05 am.

Commissioner Pitchford made the motion seconded by Commissioner Debnam to accept the proposed budget for FY 2015-2016 including an increase of .10 per \$100 assessed value tax rate. The motion voted and carried. The General Fund of \$504,514 and Water Sewer Fund \$394,618 is set for FY 2015-2016. A copy is hereby incorporated in the minutes. Clerk will schedule Public Hearing for June 1, 2015 at 6:15 pm. Copies will be available at the Town Hall for public review and notice will be placed in the Roanoke Rapids Daily Herald.

Commissioner Pitchford advised the Board that there is public interest in participating in the Citizens on Patrol Program. She and Chief Bowens will continue to pursue the program.

Commissioner Pitchford made the motion seconded by Commissioner Alston to authorize any funds remaining in the Police budget for 2014-2015 are placed in a reserve, restricted account for the enforcement separation retirement pay.

Commissioner Pitchford requested authorization to close Town Hall for Training on Wednesday 06.24.2015. Chief Police Bowens and Finance Officer Wanda Clark are required to attend training in Raleigh, NC in pursuit of the Governor's police grant.

Commissioner Alston invited the Board members to the Cemetery Committee meeting scheduled 05.27.2015 at 2:30 to continue the work of logging the graves and review the ordinances.

Clerk reminded the Board that the Schedule of Fees needed to be reviewed. This item would be added to the June 16, 2015 work session.

Commissioner Hogan made the motion seconded by Commissioner Alston to approve the mural design (8' x 32') by Napoleon Hill and the Halifax County Arts Council. The motion voted and carried.

Commissioner Alston requested an update on the website design. Clerk will forward template to the Board.

Commissioner Hogan made the Board aware that Stephen Shirk has been hired to work part time for the Town of Littleton.

Commissioner Alston requested the Clerk contact Tharrington Smith for an update. Clerk will invite them to attend the Board meeting 06.01.2015.

Board requested Mark Russell, Ken Smith and Joe Dooley be in attendance for the Board meeting 06.01.2015. The Board is requesting a status update on the water grant. Clerk will invite them to attend and address the Board.

Budget Amendment tabled from the Board Meeting 05.04.2015. Commissioner Alston made the motion seconded by Commissioner Hogan to amend the budget for legal fees by using a percentage formula so

that smaller budgets are more fairly adjusted. Clerk will prepare new budget amendment for the 06.01.2015 meeting using the revised formula.

Minutes from the April work session, 04.21.2015 not previously approved regarding buy back vacation discussion need to be approved. Following discussion Commissioner Alston made the motion seconded by Commissioner Pitchford to approve the minutes as written. The motion voted and carried.

Commissioner Alston made the motion seconded by Commissioner Debnam to approve all fulltime town employees receive 2 weeks of paid vacation per year. The motion voted and carried.

With no further business Commissioner Pitchford made the motion seconded by Commissioner Alston to adjourn the meeting at 12:02 pm. The motion carried.

Clerk