

TOWN OF LITTLETON
LITTLETON, NORTH CAROLINA

August 03, 2015

AGENDA

Monthly Board Meeting 6:30 pm

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation.
3. Motion to Approve Agenda
4. Consider approval of minutes of meeting(s) held July 2015
5. Approval for payment of bills made in July 2015
6. CDBG Catalyst Landscape Bid Award – Mr. Dennis Patton, UCPCOG, Commissioner Hogan
7. Halifax Horizon’s – need Board motion and vote to NOT REMIT ANNUAL DUES – Commissioner Newsom
8. Change to Fee Schedule – Water Sewer reconnect fee changed from \$150.00 to \$200.00
9. National Night Out Update 08/04/2015 – Commissioner Pitchford
10. Board Appointments – interested citizens should contact the Clerk or a Commissioner
11. Resolution adopting 4 way stop intersection at Church and North Main Streets – Commissioner Hogan
12. Citizens Comments/Concerns limited to 5 minutes – no request
13. Commissioners reports on activities in July 2015
14. Citizens Comments – comments/questions on Commissioner’s reports - limited to 2 minutes.
15. Mayor’s remarks.
16. **Motion to enter into closed session pursuant to NCGS 143-318.11(a) (3) to consult with attorney).**
17. Adjourn.

Next regular meeting scheduled Tuesday, September 08, 2015 at 6:30 pm.

Town of Littleton Budget Hearing
6:30 pm 08/03/2015

The Board of Commissioners of the Town of Littleton held the regular Monthly Board Meeting on Monday August 03, 2015 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Heidi Hogan and Town Attorney Kris Gardner. Mayor Pro Tem Terry Newsom presided over the meeting. Mr. Dennis Patton with UCPCOG attended for the CDBG Landscape Award Bid discussion. Fourteen members of the public were also in attendance.

Mayor Pro Tem Newsom called the meeting to order at 6:37 pm and opened the meeting with the Pledge of Allegiance followed by the invocation.

Commissioner Debnam made a motion seconded by Commissioner Pitchford, to approve the Agenda. The motion was voted and carried.

Commissioner Alston made a motion seconded by Commissioner Debnam to approve the minutes from July 2015 as written. The motion was voted and carried.

Commissioner Alston made the motion seconded by Commissioner Hogan to approve the payment of the bills made in the month of July 2015. The motion voted and carried.

CDBG Catalyst Landscape Bid Ward – Commissioner Hogan presented 4 bids to the Board for consideration of the pedestrian greenway landscape project behind the library. Following an introduction of the bids and a brief discussion of the bench proposals Commissioner Pitchford made the motion to table the issue until Friday 08/07/2015 at 1:30 pm allowing for additional time for the Board to review.

Mr. Dennis Patton addressed the Board on the status of the HUD part of the CDBG grant. The grant will close in February 2016 with all funds obligated in September 2015 and all work expenditures completed in December 2015. There is grave concern that the Title (Legal Opinion) has not yet been completed. The housing contractor needs a minimum of four months to complete the project. He expressed concern that the Town will not be able to obligate the funds and therefore returning the grant funds unused. This jeopardizes future grants at risk. He clarified the current attorney has not committed to a date or a sense of urgency on the matter. His recommendation was the Town Attorney take on the completion of the legal work as there is not sufficient time to advertise and seek proposals from other attorneys.

Halifax Horizons – Mayor Pro-Tem Terry Newsom – Commissioner Alston made the motion seconded by Commissioner Hogan to not pay the invoice from Halifax Horizons. The motion voted and carried. Clerk will send letter to Halifax Horizons with the Board's decisions.

Fee Schedule – Commissioner Alston made the motion seconded by Commissioner Pitchford to change the reconnect fee for water sewer accounts from \$150.00 to \$200.00. The motion voted and carried.

National Night Out – Update by Commissioner Pitchford on the events planned 08/04/2015 at John 3:16 Center in Littleton for National Night out. Everyone in town is invited to join the festivities from

6:00-8:00 pm to meet your neighbors and get to know law enforcement. Hot dogs, food and festivities all provided by donations and are not paid for with Town of Littleton funds.

Boards Appointments - Mayor Pro Tem Terry Newsom announced the annual consideration of Board appointments. Anyone interested in serving on Town of Littleton see the Clerk or any member of the Board.

Resolution adopting 4 way stop intersection at Church and North Main Streets – Commissioner Hogan reported she had contacted NC DOT requesting a three way stop at the intersection at Church and North Main Street. NC DOT recommended a 4 way stop and needed a Resolution from the Board to proceed. Commissioner Alston made the motion seconded by Commissioner Pitchford to install a 4 way stop at the intersection. Discussion was held amongst Commissioners and members of the public regarding obstructed view at the hardware store. Mayor Pro Tem Newsom argued against a 4 way stop at that location. Following a call for the vote, the motion carried 4/1.

Cemetery Report – Commissioner Alston reported the Cemetery Committee continues to work but has suspended mapping of the graves during the months of July and August (due to the heat).

Street Report – Commissioner Hogan reported work continued behind the Library on North Main Street. Powell Bill funding had paid for the repairs and new curbing. Keith Pittman is scheduled to trim the overhanging tree limbs and side lawn trimming along the streets. Lake Gaston Baptist Church has committed to 2 Saturday mornings a month for cleanup and maintenance.

Finance Report – Commissioner Pitchford read the July Finance Report. A copy is hereby incorporated into the minutes.

Police Report – Commissioner Pitchford read the July Police Report. A copy is hereby incorporated into the minutes. She reported Doug Pilgreen had been acquired as firearm instructor for Littleton Police officers. Phillip Massey was sworn in as part time police officer this morning (08.03.2015). A Citizens on Patrol informational meeting is scheduled for 09.09.15 7:00 pm at the library. LKG Baptist Church volunteered and painted the doors at the Police Station.

Water/Sewer Report – Commissioner Debnam read the July (06.15.15-07.15.15) Water/Sewer Report. A copy is hereby incorporated into the minutes.

Citizen's Comments –

Mrs. Katherine Clark requested the Board investigate allowing citizens to pay their water bills via Bank Draft. The Boards suggest adding this issue to the work session and investigate processing options.

Mrs. Ophelia Gould-Faison requested detailed information on the HUD house project. Commissioner Hogan and Mayor Pro Tem Newsom suggested those details wait at least one month while the legal title paperwork was being finalized. She also requested clarification of the mural, the subject matter and the committee process. She asked the Board to please consider and be mindful of the history of Littleton and be more inclusive. Commissioner Alston suggested Mrs Ophelia Gould-Faison attend a scheduled planning meeting at the Library for Ella Jo Baker Day festivities for 04.15.2016.

Kim Gray reported Library attendance in Littleton has increased. An additional 100-175 people per month are coming to the library.

Motion to go into closed session pursuant to NCGS 143-318.11(a)(3) to consult with attorney made by Commissioner Alston seconded by Commissioner Pitchford. The motion voted and carried.

Mr. Keith Hamm was asked by the Board to remain for the closed session.

The Board returned to open session at 8:40 pm.

On the recommendation of Town Attorney and following a brief discussion Commissioner Alston made the motion to do a comprehensive evaluation and estimates of all repairs to town property located at 119 East South Main Street. The motion was seconded by Commissioner Newsom. The motion voted and carried unanimously.

With no further business Commissioner Pitchford made the motion, seconded by Commissioner Hogan to adjourn the Board Meeting at 8:41p.m. The motion was voted and carried.

Clerk