

**AGENDA  
AUGUST 01, 2016  
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 the Agenda
4. Consider approval of Minutes of meeting(s) held July 2016
5. Approval for payment of bills made in July 2016
6. Consider Sealed Bids for surplus town equipment (bobcat, lawnmower x 2)
7. Library Board – release Kimberly Mack, appoint Evelyn Melton
8. Solar Farm review NC Clearing House
9. Citizen Concern and Comment -  
  
        Consider proposed Waiver of \$5.00 late fee for Veterans  
        Keith Hamm - Obstructed Traffic views in town
10. Commissioners Reports on activities in July 2016
11. Citizens Comments on Commissioner Reports – comments/questions  
    - limited to 2 minutes.
12. Mayor’s remarks.
13. Motion to go into Closed Session
14. Adjourn –

**Next Board Meeting scheduled Thursday, September 8, 2016 at 4:00 pm.  
(Due to the Labor Day Holiday)**

**All meetings are open to the Public.**

The Town of Littleton is an equal opportunity provider, and employer.

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The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, August 01, 2016 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Heidi Hogan, Gerleen Pitchford, Sylvia Alston, Clara Debnam and Donald Spragins. Twelve (12) members of the public were also in attendance. Mayor Ron Girdley presided over the meeting.

Mayor Girdley called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance and requested a moment of silence to reflect on current events in the nation.

Commissioner Alston made the motion, seconded by Commissioner Debnam to approve the Agenda. The motion voted and carried unanimously.

Commissioner Alston made a motion, seconded by Commissioner Hogan to approve the minutes from July 2016 as written. The motion was voted and carried unanimously.

Commissioner Spragins suggested holding back the invoice from KPH Paving, Larry Carpenter and Erie Insurance be held 10 days or until funds are available so to not have to transfer funds from savings. Commissioner Alston made the motion, seconded by Commissioner Pitchford to approve the payment of the bills made in the month of July 2016 as suggested by Commissioner Spragins. The motion voted and carried unanimously.

**Consider Sealed Bids for surplus town equipment (bobcat, lawnmower x 2)** Mayor Girdley opened and announced the sealed bids received for the surplus town items.

The following bids were received: Craftsman Riding Lawnmower Nat Kimble \$51.99; Troybuilt Lawnmower Nat Kimble \$105.99; Bobcat Philip Alston \$1100.00; Ed (Thumper) Johnston \$781.35; Kenny Washburn \$700.00. Commissioner Alston made the motions; all three (3) seconded by Commissioner Spragins that the surplus items are sold to the highest bidder. The motions voted and carried unanimously.

Nat Kimble	Craftsman Riding Lawnmower	\$51.99
Nat Kimble	Troybuilt Riding Lawnmower	\$105.99
Philip Alston	Bobcat	\$1100.00

**Library Board – release Kimberly Mack, appoint Evelyn Melton** – Librarian Kim Gray reported Kimberly Mack requested being released from the Library Board appointment. Kim Gray recommended Evelyn Melton as her replacement. Commissioner Alston made the motion, seconded by Commissioner Hogan to release Kimberly Mack and appoint Evelyn Melton to the Library Board. The motion voted and carried unanimously.

**Solar Farm review NC Clearing House** – For information purposes the NC Clearing house review of a Solar Farm construction located on Weaver’s Chapel Road. No action taken.

**Citizens Comments and Concerns:**

**Consider proposed Waiver of \$5.00 late fee for Veterans** – Following a brief discussion the Board agreed no action taken at this time.

**Obstructed Traffic views in town** – Keith Hamm, 120 College Street brought to the attention of the Board several areas in town with obstructed view intersections. Following a brief discussion the issue was tabled until the work session.

**Cemetery** – Commissioner Alston reported Joseph Lee continues to do a very good job working at the cemetery and there were no issues or complaints this month.

**Streets** – Commissioner Hogan reported Dominion Power is currently inspecting the light poles in town and the patching of pot holes has been completed. The Part Time help has been working very hard to clean the roads, walk ways and vacant overgrown area in downtown. The team is mowing, clipping and spraying to open the sidewalks. NC DOT plans to start on the sidewalk, gutter project in front of BB&T in the next few weeks.

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Work continues on the storm grate issue on Johnston Street. Commissioner Hogan is obtaining quotes to trim and clear debris of overhanging limbs on Cherry, Church, Moore and West Warren Streets.

**Water/Sewer** – Commissioner Debnam read the water sewer report submitted by Keith Hamm, Operator. A copy is hereby incorporated into the minutes. No sewer spills or overflows reported

**Police Report** – Commissioner Pitchford read the Police Report for the month of July 2016, Littleton Township. A copy is hereby incorporated into the minutes. She announced the Police Department is again collecting school supplies for Hollister Elementary School. Drop boxes will be located in the Town Hall and Littleton Police Department.

**Finance Report** – Commissioner Spragins read the Finance Report for the month of July 2016. A copy is hereby incorporated into the minutes. He requested the Board and Town Employees spend frugally until tax receipts are received.

**Citizens' comments or concerns** – Local resident Buster Parker inquired on the town easement between the street and the sidewalk. If it is town property why can't we cut down trees where traffic views are obstructed? Commissioner Hogan replied she would rather take a kinder approach by talking with the resident or property owner rather than abruptly cut down the trees. Commissioner Alston inquired if a citizens committee should be formed to deal with this issue. The issue is tabled until the work session.

Evelyn Milton inquired about the two dogs left behind at the rental on 119 Shaw Street. Mayor Girdley asked if Keith Hamm could place some traps along Roanoke Avenue.

**Mayor's Remarks** – Mayor Girdley and Commissioner Pitchford attended the Community Wellness Forum sponsored by Sheriff Wes Tripp at the Roanoke Rapids Theater. The panel consisted of both area Clergy and local Law Enforcement in Halifax County. Mayor Girdley commented he left the meeting feeling positive and encouraged others to attend if they have another forum in the future.

With no further business Commissioner Alston made the motion, seconded by Commissioner Hogan to adjourn the meeting at 7:09 pm. The motion voted and carried.

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Town Clerk