

**AGENDA
October 03, 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 September 2016
5. Approval for payment of bills made in September 2016
6. Consider Budget Amendment (Streets 10-560)
7. Roanoke River Partnership – Presentation by RRP Director Carol Shields
8. Citizen Concern and Comment - (Nothing scheduled at this time)
9. Commissioners Reports on activities in September 2016
10. Citizens Comments on Commissioner Reports – comments/questions
- limited to 2 minutes.
11. Mayor’s remarks.
12. Motion to go into Closed Session pursuant to NCGS 143-318.11
(Nothing scheduled at this time)
13. Adjourn -

**Due to the Presidential Election the
Next Board Meeting is scheduled for
Thursday, November 3, 2016 at 4:00 pm.**

All meetings are open to the Public.

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, October 03, 2016 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Heidi Hogan, Gerleen Pitchford, Sylvia Alston, Clara Debnam and Donald Spragins. Mrs. Carol Shields (Roanoke River Partnership, Inc.) and eighteen (18) 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. Police Chief Winifred Bowens followed with the invocation.

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

Commissioner Pitchford made the motion, seconded by Commissioner Spragins to approve the minutes from September 2016 as written and presented. The motion voted and carried unanimously.

Commissioner Heidi Hogan explained an the invoice from Ray Rightmyer in the amount of \$15,637.00 for storm drain repairs on Johnston Street, Halifax Street and Roanoke Avenue. Commissioner Hogan advised this was a Powell Bill budget expense not a Street budget expense. It was noted that there would not be an invoice from Olde South Property for September. The excessive rain prevented them from mowing the cemetery or streets during the month of September. Commissioner Debnam made the motion, seconded by Commissioner Spragins to approve the payment of the bills made in the month of September 2016 as presented. The motion voted and carried unanimously.

Commissioner Hogan made the motion, seconded by Commissioner Alston to approve the budget amendment in the amount of \$8,000.00 for the **(10-560) Street Budget to increase** Salaries part time (10-560-03) + 5000.00, Social Security (10-560-05) + 1000.00, Maintenance & Repair Equip (10-560-16) + 500.00, Maintenance & Repair Vehicles (10-560-17) +1000.00, Department Materials & Supplies (10-560-33) + 500.00, and **decrease** Contracted Services (10-560-45) – 8000.00. The motion voted and carried unanimously.

Roanoke River Partnership Director Carol Shields – Mayor Girdley welcomed Carol Shields, for a ten (10) minute power point presentation. Mrs. Shields shared the foundation’s partnerships draw additional visitors and revenues to the region, and has expanded to include 15 small towns throughout the 5 county region (Northampton, Halifax, Bertie, Martin and Washington Counties). She shared that over the past few years, a growing lists of mayors/small towns have joined the organization to develop an regional partnership of economical and recreational development. She explained that by combining forces they have cultivated a larger regional brand and a “louder” voice to advocate for the region and their regional partners. Mrs. Shields would like Littleton to join as a municipal member at the annual rate of \$250.00. Commissioner Sylvia Alston inquired if the RRP has done any work with the CSX trails development projects. In addition to river trails along the Roanoke River Commissioner Alston shared the Halifax County Horse Trail Riders is interested in trails in the area. Commissioner Alston inquired if RRP had any plans to integrate trails and platforms in the Lake Gaston area. Mrs. Shields replied that there were no immediate plans for the Lake Gaston Roanoke Rapids Lake area on the Roanoke River. Commissioner Alston also noted the RRP has a shared vision with the current Halifax County Parks and Recreation Department and she is willing to connect Mrs. Shield with them.

Citizens Comments and Concerns: Mayor Girdley recognized Mrs. Tonya Harlow; a Littleton business owner. Mrs. Harlow expressed concern on negative postings on social medial by a town Commissioner. Discussion followed. No action was taken.

Cemetery / Ella Baker Committee / Recreation – Commissioner Alston reported the Ella Baker committee had recently met and have begun planning for Ella Baker Day in April 2017. They are closer to becoming at nonprofit 501-3c group and a family member is considering donating the Ella Baker home place as an educational and museum. The cemetery grass was not cut due to rainy weather during September. Hedges and

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shrubs have been tagged for trimming. Any questions regarding the trimming should be directed to Commissioner Alston.

Streets – Commissioner Hogan reported brush and debris pick up was delayed due to rain. The contractor will begin pick up tomorrow. Commissioner Hogan reminded all to bring in the trash cans after pick up. She encouraged all to remind their neighbors as well. The storm drain repairs are complete Johnston, Halifax, and Roanoke Avenue. The Part Time help has been working very hard to clean the roads, walk ways and vacant overgrown area in town. She is currently working on a storm drain issue at Ferguson at Harvey Street; the side walk has collapsed. She has requested a quote for the necessary repairs. Commissioner Hogan then presented a quote from Ray Rightmyer in the amount of \$8,800.00 for additional storm drain repairs at the intersection of Halifax Street at Johnston Street. This will be paid with Powell Bill funds. Commissioner Hogan made the motion, seconded by Commissioner Alston to approve the quote and authorize the work. The motion voted and carried.

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 September 2016, Littleton Township. A copy is hereby incorporated into the minutes.

Finance Report – Commissioner Spragins read the Finance Report for the month of September 2016. A copy is hereby incorporated into the minutes.

Landfill Update – Keith Hamm reported that NCDENR (Teracon) has plans to clear the area around the landfill and take soil (bore) and water samples to test October 10, 2016. The testing will take approximately thirty (30) days. Following NEGATIVE test results the next step would be to have NCDENR plans to install a liner and gravel and then will be able to issue a PERMIT for use. This could be as early as May or June 2017. The landfill PERMIT will be for YARD DEBRIS ONLY. Keith Hamm warned of any dumping other than YARD DEBRIS could result in revoking of the PERMIT. Commissioner Hogan noted the Town may need to consider installing a fence around the perimeter landfill to prevent future misuse or illegal dumping.

Citizens' Concerns Comments – Commissioner Alston shared her comments on social media were in response to the Board of Commissioners vote to adopt Resolution (**R-16-010**) approving application to Downtown Associate Community Program / NC Department of Commerce on September 8, 2016. Commissioner Alston shared she was concerned with how expenses associated with the Downtown Associate Community Program would be controlled and who was responsible for paying those expenses.

Mayor's Remarks – Mayor Girdley announced the Citizen's on Patrol is sponsoring Halloween activities in downtown Littleton Monday, October 31, 2016. The COP group plans to contact all merchants to participate.

With no further business Commissioner Pitchford made the motion, seconded by Commissioner Debnam to adjourn the meeting at 7:42 pm. The motion voted and carried.

Town Clerk