

**AGENDA**  
**April 03, 2017**  
**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 March 2017
5. Approval for payment of bills made in March 2017
6. Consider Bank Account Signatures Resolutions
  - a) R-17-001 NCCMT
  - b) R-17-002 BB&T
  - c) R-17-003 First Citizens Bank
7. Citizen Concerns and Comments –
  - a) Howard Corey - **NC 811 Utilities**
  - b) Bill Hock - **Event on North Main Memorial Day**
  - c) Buddy Isles Sr. - **Town Improvement**
8. Commissioner Reports on activities in March 2017
9. Citizens Comments on Commissioner Reports – comments/questions  
- limited to 2 minutes.
10. Mayor’s remarks
11. Motion to go into Closed Session pursuant to NCGS 143-318.11 – *nothing at this time*
12. Adjourn -

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The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Monday, April 03, 2017 at 6:30 pm at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Sylvia Alston, Clara Debnam and Donald Spragins. Fourteen (14) members of the public were also in attendance. Mayor Ron Girdley presided over the meeting. Commissionier Heidi Hogan was absent.

Mayor Girdley called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Reverend William Faulcon followed with the invocation.

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

Commissioner Alston made the motion; seconded by Commissioner Spragins to approve the minutes from March 2017 as written and presented. The motion voted and carried unanimously.

Commissioner Alston made the motion; seconded by Commissioner Debnam to approve the payment of the bills made in the month of March 2017. The motion voted and carried unanimously.

**Consider Bank Account Signatures Resolutions –**

R-17-001 NCCMT / R-17-002 BB&T / R-17-003 First Citizens Bank

Commissioner Alston made the motion; seconded by Commissioner Spragin to adopt the above reference Resolutions adding Holly Barcelo (new assistant clerk) and removing Leslie Carver (former assistant clerk) as a signer on the bank accounts for the Town of Littleton. The motion voted and carried unanimously.

**Citizens Comments and Concerns:**

Mr. Jeff Bartley, with **North Carolina 811**, ([www.nc811.org](http://www.nc811.org)) introduced the NC 811 utility notification center. Membership is mandatory by the Underground Utility Safety and Damage Prevention Act NC General Statute 87-115 effective 10.01.2014. Mr. Keith Hamm invited Mr. Jeff Bartley to comment before the Board and explain the membership and service. Membership for small municipalities is required by Oct. 2016. The Mayor thanked Mr. Bartley and added the issue would be discussed at a later work session.

**Mr. Bill Hock**, Main Street Produce presented to the Board the idea of having a small festival downtown on Memorial Day. He inquired what would be involved to organize such an event. Following a brief discussion Commissioner Alston suggested Mr. Hock prepare and present a plan at the next work session meeting.

**Mr. Buddy Isles**, Buddy Isles Tire and Automotive – Mr. Isles updated the Board on the status of his purchase of the Littleton Industrial Building from Halifax County. The closing of the property is delayed but he is now authorized to have a key to begin cleaning up the lot and building. Mr. Isles informed the Board that he will be requesting a zoning change from Light Industrial to Commercial in the near future.

**Recreation** – Commissioner Alston reported she did receive sealed bids for items in the building. A total of \$435.00 for items sold in the building. Any remaining items will become the property of whoever is awarded the demolition contract. Demolition Specification will go out this month. Commissioner Alston is requesting all items be removed by April 26, 2017.

**Cemetery Report** – Commissioner Alston reported the Cemetery will be mowed before Easter and regular mowing will continue throughout the season. The Cemetery was cleaned of all old flowers and debris, a total of two truckloads on March 22, 2017.

**Ella Baker** – Commissioner Alston reported Ella Baker Day is the Friday, April 7, 2017 beginning on the steps of Lakeland Theater with events continuing at the Warrenton Armory and a Gala Event at the Roanoke Rapids Theater. A current issue of concern for the Ella Baker Educational Project of NC is the lack of Broadband internet access in rural counties in NC. This is a major priority as school system moves to digital textbooks.

**Streets / Library** – There was no report as Commissioner Hogan was absent.

**Water/Sewer** – Commissioner Debnam read the water sewer report. 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 March 2017, Littleton Township. A copy is hereby incorporated into the minutes. Commissioner Pitchford announced that part time police officer Eric Johnson would become a full time employee, police officer on April 8, 2017.

**Finance Report** – Commissioner Spragins read the Finance Report for the month of March 2017. A copy is hereby incorporated into the minutes. Commissioner Spragins reminded all that a Budget Work Session is planned for April 18<sup>th</sup> and to begin getting their budgets together.

**Citizens Comments on Commissioner Reports** – Mr. Buddy Isles asked Commissioner Alston if items not sold during the bidding process could they be purchased outright. Commissioner Alston replied that would be a Board decision.

**Mayor's Remarks** – Mayor Girdley complimented John Skinner on the restoration and rehabilitation of his building at 120 E South Main Street. The Union Mission is opening a Thrift Store at that location. Grand Opening planned for Saturday 04.08.2017. In Closing he offered congratulations to Once Upon a County Line for being open for one year and congratulations to UNC Tarheel basketball for making it the the championship game in the NCAA tournament.

Mr. Keith Hamm added to the Water Sewer Report that Philip Alston is now a certified Grade One Waste Water Treatment Plant Operator

With no further business the meeting adjourned at 7:08 pm.

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Town Clerk