

**TOWN OF LITTLETON
ROUNDTABLE SESSION
MARCH 24, 2020
10:00 A.M.
AGENDA**

1. Call meeting to order
2. Motion to approve agenda
3. Approval of bills
4. Park
5. Mayor's remarks
6. Adjourn

The Board of commissioners of the Town of Littleton held their regularly scheduled Roundtable Session, Tuesday, March 24, 2020, at 10:00 am at the Littleton Town Hall. Present were Commissioners Gerleen Pitchford, Bonita Knight, and Lynn Moseley. Commissioners Steve Barcelo and Ophelia Gould-Faison were absent. Mayor K. Owen Scott called the meeting to order at 10:08 a.m.

Commissioner Knight made a motion; seconded by Commissioner Pitchford to approve the agenda. Motion voted and carried unanimously.

Commissioner Knight made a motion; seconded by Commissioner Moseley to approve the bills as presented. Motion voted and carried unanimously. A copy of the bills is hereby incorporated into the minutes.

Park – Mayor Scott spoke about COVID-19 and the need to shut down the park in order to not spread the virus. After some discussion Commissioner Pitchford made a motion; seconded by Commissioner Knight to close the pocket park and put a lock on the gate effective immediately until further notice as mandated by the governor. Motion voted and carried unanimously.

Mayor's remarks - A Projects to Assign list was presented. Commissioner Pitchford said she thought the Board should address projects 9-12. Project 9 is in regard to Parks and Recreation. After some discussion, Commissioner Pitchford made a motion; seconded by Commissioner Moseley to have Commissioner Knight take over the Park and to work with Lea Beasley on finding a grant for a walking trail. Motion voted and carried unanimously.

Project 10 – Halifax County Intergovernmental Association. Commissioner Pitchford stated she and Commissioner Knight had been attending these bimonthly meetings to represent the town. She said if someone else would like to go that would be great. She felt someone should be appointed to go, so Littleton always has representation at the meetings. It was also mentioned the town would be in charge of hosting the meeting in May. It was decided that Commissioner

Pitchford and Commissioner Knight would continue to attend, and they would be in charge of getting things set up for the May meeting.

Project 11 – Halifax Horizon Representative – This meeting is the Economic Development meeting hosted by Cathy Scott. After some discussion Mayor Scott said he would be the town's representative to Halifax Horizon. Commissioner Pitchford will be an alternate in case Mayor Scott cannot attend.

Project 12 – GLDP Board of Directors representative - Ms. Hilary Greenberg had suggested a member of the town board should attend and be a part of the board of directors to facilitate communication. Mayor Scott said he would be the representative for the town. Commissioner Pitchford will be an alternate in case Mayor Scott cannot attend.

Commissioner Pitchford also brought up the Ordinances being codified this coming year. She wanted to make sure everyone was alright with her going forward and working on this project. She had been in contact with American Legal Publishing Corporation and has received information about the process.

Commissioner Knight also mentioned she was going to be contacting Olde South to make sure the cemetery was mowed and looked good for Easter. She also mentioned she was working on getting rid of the wild onions. Commissioner Pitchford said if we had a wet summer and the cemetery needed to be mowed more than twice a month she felt Commissioner Knight should be given permission to do so. Everyone present was in agreement. There are cemetery funds that could be used for the extra mowing.

Mayor Scott also mentioned he had spoken to town attorney Kris Gardner about working on the budget for the coming year. Mayor Scott said there was some talk about teleconferencing. He also mentioned everyone sending their budget to the mayor and the mayor meeting with Finance Commissioner Moseley. Mayor Scott asked to put the budget on the April 14th meeting.

Mayor Scott also reminded everyone to stay safe, keep hands and surfaces clean, and adhere to social distancing standards. He also mentioned posting information about what not to put into the town's sewer system.

Commissioner Pitchford mentioned several Halifax County towns were using lights and ribbons as a way to acknowledge and thank first responders and health care providers for all they do. Commissioner Pitchford made a motion; seconded by Commissioner Knight to turn on the water tower lights and to put up red ribbons and/or red hearts on windows and columns. Motion voted and carried unanimously.

Commissioner Pitchford made a motion; seconded by Commissioner Knight to adjourn. Motion carried. The meeting ended at 10:33 a.m.

Ellen M. Eller, Town Clerk

