

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street

AGENDA

May 28, 2024 6:30 p.m.

Roundtable Board Meeting

Held at Town Hall and remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Kendra Boyle – NC Treasurer Office
4. Consider approval of payments of bills for May 28, 2024
5. Consider approval of Budget Amendments
6. Consider approval of PD Body Camera purchase
7. Consider appointment of Subdivision Review Board
8. Legal Services – Brian Pridgen
9. Police Building Bids
10. Town Street Abandonment
11. Memorial bench on walking trail
12. Budget Discussion for FY 2024-2025
13. Motion to go into Closed Session pursuant to NCGS143-318.11 (a)(6) to discuss personnel.
14. Adjourn

The Board of Commissioners of the Town of Littleton held the Regular Monthly Board meeting on Tuesday, May 28, 2024, at 6:30 p.m. at the Littleton Town Hall and remotely through Zoom. Present were Commissioners Ophelia Gould-Faison, Lynn Moseley, Clyde Johnston, Jim Skilton, Mattie Tyner and Mayor Heidi Hogan, Phillip Trivette, Chief of Police, Kendra Boyle and Natalie Roundtree and the town clerk. Mayor Hogan called the meeting to order at 6:30pm.

Motion to approve agenda – Motion was made by Commissioner Skilton to approve the agenda; seconded by Commissioner Gould-Faison. Motion voted and carried.

Kendra Boyle, NC Treasurer's Office – Ms. Boyle presented information to the commissioners regarding the issues with our late audits.

Consider approval of payment of bills for May 28, 2024 - The board reviewed the presented bills. Motion made by Commissioner Skilton to approve the bills; seconded by Commissioner Moseley. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Consider approval of Budget Amendments – the town clerk presented requested budget amendments to the commissioners. Motion was made to approve the amendments by Commissioner Johnston; seconded by Commissioner Tyner. Motion voted and carried. A copy of the amendments are hereby incorporated into the minutes.

Consider approval of PD Body Camera purchase – Chief Trivette requested the purchase of 5 new body cameras for the police department. The cameras that they are currently using are starting to fail. The cost will be \$2,465. A motion was made by Commissioner Moseley; seconded by Commissioner Tyner to approve the purchase. Motion voted and carried.

Consider the appointment of Subdivision Review Board – Mayor Hogan stated that the recommendation of Joe Johnston and Josh Peters for the subdivision review board was made and both are willing to serve on this board. Motion was made by Commissioner Gould-Faison; seconded by Commissioner Skilton to approve Mr. Johnston and Mr. Peters to the board. Motion voted and carried. Also serving on this board will be Megan Chambers – Chair, Clyde Johnston Jr – Commissioner, Lee Myrick – Zoning, and Luke Compton – ORC.

Legal Services, Brian Pridgen – Mayor Hogan reviewed the proposed contract from Attorney Brian Pridgen for legal services with the residential subdivision. The Motion was made by Commissioner Skilton to table this item for more clarification; seconded by Commissioner Moseley. Motion voted and carried.

Police Building Bids – Commissioner Moseley noted that he has spoken to both bidders and one has withdrawn. We will need to get the total amount due on the building for the contract and will ask for a August 1, 2024 amount from USDA.

Town Street Abandonment – Chief Trivette asked the commissioner to consider abandoning Plan Street and just use it as a right-of-way. This street is the one right in front of Casa Mia's and the businesses on this street have 911 addresses on Hwy 158. A motion was made by Commissioner Moseley to abandon Plant Street; seconded by Commissioner Tyner. Commissioner Skilton opposed the motion. Motion voted and carried.

Memorial Bench on walking trail – Mayor Hogan noted that board has received a request to add a bench on the walking trail. After some discussion, the motion was made to suggest that the bench be put in the town park; seconded by Commissioner Gould-Faison. Motion voted and carried. Mayor Hogan will speak with the person who requested the bench to see if the park will be a good alternative to the walking trail.

Budget Discussion FY 2024-2025 – The board reviewed the draft budget and discussed the tax rate for this year. The motion was made by Commissioner Skilton to adjust the tax rate to 69cent (\$0.69) per \$100 valuation of property listed as of January 1, 2024; seconded by Commissioner Gould-Faison. Commissioner Moseley opposed. Motion voted and carried.

The motion was made by Commissioner Moseley to approve the draft budget for public view; seconded by Commissioner Skilton. Motion voted and carried.

Motion to go into Closed Session pursuant to NCGS143-318.11 (a)(6) to discuss personnel – motion made to go into closed session at 9:03pm by Commissioner Gould-Faison; seconded by Commissioner Skilton.

Motion to return to open session at 9:55pm by Commissioner Moseley; seconded by Commissioner Skilton. Motion carried.

Commissioner Gould-Faison asked to purchase new meter bases and covers that are needed at the cost of \$1,100 out of the contract services line in water budget. Motion made by Commissioner Gould-Faison; seconded by Commissioner Skilton. Motion voted and carried.

Commissioner Gould-Faison stated that Luke Compton, ORC would like to take a class on shoving the cost would be \$240 and the funds would be used from contract services. Motion made by Commissioner Gould-Faison; seconded by Commissioner Moseley. Motion voted and carried.

Commissioner Gould-Faison stated that the town needs 25 new meters at the cost of \$5,000. Motion made by Commissioner Moseley to purchase the meters; seconded by Commissioner Skilton. Motion voted and carried.

Commissioner Moseley made a motion, seconded by Commissioner Gould-Faison to adjourn at 10:00pm. Motion carried.

Josie G. Jones, Town Clerk