

**TOWN OF LITTLETON**

**LITTLETON, NORTH CAROLINA**

Town of Littleton  
112 East South Main Street

**AGENDA**

**January 24, 2022**

Round Table Session

Held at Town Hall and Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Consider approval of payment of bills for January 24, 2022
4. Street Signs
5. Leaf Vacuum – Street Dept.
6. Cemetery lot payment policy
7. Demolition Notice (HWY 158 & East End Ave)
8. Zoning Permit
9. ARPA Funding
10. Halifax County Commissioner’s Meeting – February 7<sup>th</sup> at 9:30am
11. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular Round Table Session**

**Monday, January 24, 2022, at 6:30 p.m. at the Town Hall and remotely through Zoom.** Present were Commissioners Ophelia Gould-Faison, Clyde Johnston, Lynn Moseley, Jim Skilton, Police Chief Phillip Trivette. Commissioner Steve Barcelo and Mayor K. Owen Scott were absent. Commissioner Moseley presided over the meeting. Commissioner Moseley called the meeting to order at 6:30 p.m.

Commissioner Johnston made a motion; seconded Commissioner Gould-Faison made a motion to approve the agenda with the addition of Zoning Permit item #8. Motion voted and carried.

**Consider approval of payment of bills for January 24, 2022** – Commissioner Skilton made a motion; seconded by Commissioner Johnston to approve the bills as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

**Street Signs** – Chief Trivette spoke with the GLDP to see if they would be willing to collect any donations given and would they also donate money toward the new signs. The GLDP stated that they will meet and discuss this and will get back with Chief Trivette. The estimated cost to install the signs is \$200 per sign. Commissioner Skilton asked for a list of order of importance of the signs to be discussed at the next meeting.

**Leaf Vacuum** – Street Dept. - Commissioner Moseley said this would be tabled since Commissioner Barcelo was not at the meeting.

**Cemetery Lot Payment Policy** – Commissioner Skilton noted that we have a couple of people who have not paid the plot they purchased in full. We need a policy in place to stop this and only allow plots to be paid in full at the time of purchase. There is software available to assist in working with cemetery records and Commissioner Skilton will talk with Ellen Eller further to get more information to present to the Board. Commissioner Skilton made a motion; seconded by Commissioner Johnston that cemetery plots have to be paid in full at time of purchase. Motion voted and carried.

**Demolition Notice (Hwy 158 & East End Ave)** - Chief Trivette stated that not information and no contact has been received from the owners of this property. He would like to move forward with the demolition. Commissioner Gould-Faison asked what cost will the town incur from this demolition. Chief Trivette stated that there should not be any cost to the town, the GLDP has money set aside to pay for the demolition in the amount of \$7,000. The question was asked if \$7,000 would be enough to cover the cost of the demolition. Chief Trivette stated that he believed that it would be. There was discussion about asbestos testing and removal of old gas tank. Commissioner Skilton made a motion to approve the demolition of the building at Hwy 158 & East End Avenue; seconded by Commissioner Johnston. Commissioner Gould-Faison apposed, motion voted and carried.

**Zoning Permit** – The town clerk presented a draft zoning permit that was drafted from the Enfield zoning permit that the town attorney sent to us. A motion was made by Commissioner Skilton to approve the zoning permit with the addition of Residential to the title and a separate zoning permit for Commercial; seconded by Commissioner Gould-Faison. Motion voted and carried. A copy of the zoning permit is hereby incorporated into the minutes.

**ARPA Funding** – The town clerk is still reviewing the final rule for the ARPA funding. The final rule has been emailed to all the commissioners for their review. This item will be discussed further at the next meeting.

**Halifax County Commissioner's Meeting** - Commissioner Gould-Faison stated that she is planning to attend the February Halifax County Commissioners meeting and would like for any other commissioners that are available to also attend. She plans to ask Halifax County for \$1 million of their ARPA funds to help with our wastewater treatment plant updates.

Commissioner Johnston made a motion; seconded by Commissioner Skilton to adjourn. Motion voted and carried. The meeting adjourned at 7:22 p.m.

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Josie G. Jones, Town Clerk