

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town of Littleton
112 East South Main Street

AGENDA

January 10, 2022

6:30 p.m.

Held at Town Hall and Remotely through Zoom

1. Call meeting to order 6:30 p.m.
2. Motion to approve the Agenda
3. Public Hearing – Watson Timber Company and Ken Carroll
4. Rezoning Ordinances – O-21-017 and O-21-018
5. Consider approval of minutes – Public Hearing (11/22/21) and December 13, 2021
6. Consider approval of minutes – December 2021
7. Consider approval of payment of bills for January 10, 2022
8. Budget Amendments
9. UCPCOG Appointees
10. ARPA Funding
11. Cemetery Monument Request
12. Citizen’s Concerns and Comments
13. Commissioners Reports on activities, December 2021
14. Citizen’s Comments on Commissioners Reports
15. Mayor’s Remarks
16. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Meeting Monday, January 10, 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, Steve Barcelo, Police Chief Phillip Trivette,. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

Commissioner Moseley made a motion; seconded by Commissioner Skilton to approve the agenda as presented. Motion voted and carried.

The Public Hearing opened at 6:35 p.m. and closed at 6:40 p.m.

Mayor Scott asked if there was a motion to be made from the Public Hearing. Commissioner Johnston made a motion; seconded by Commissioner Skilton to approve the Ordinance O-21-017 Rezoning of Parcel 0704172 located on Cherry Street from C (Commercial) to RA (Residential-Agricultural). Motion voted and carried. Commissioner Skilton mad a motion; seconded by Commissioner Johnston to approve the Ordinance O-21-018. Rezoning of Parcel 0706269 located on Cherry Street from RA (Residential-Agricultural) to C (Commercial).

Motion voted and carried. A copy of both Ordinances is hereby incorporated into the minutes.

Consider approval of meeting minute(s) Public Hearing (11/22/21) and December 2021– Commissioner Skilton made a motion; seconded by Commissioner Johnston to approve meeting minutes from Public Hearing (11/22/21) and December 13, 2021. Motion voted and carried.

Consider approval of payment of bills for January 10, 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.

Budget Amendments – Budget amendments were presented for the Police Department, Administration, Street Department and Water/Sewer department. Commissioner Skilton made a motion; seconded by Commissioner Johnston to approve the presented budget amendments. Motion voted and carried. A copy of the amendments is hereby incorporated into the minutes.

UCPCOG Appointees – The town received a letter from Upper Coastal Plains Council of Governments requesting an appointee to its meetings. Commissioner Gould-Faison stated that she would be willing to attend the meetings. Mayor Scott thanked Commissioner Gould-Faison for volunteering for this appointment.

ARPA Funding – Josie Jones noted that the Board needs to discuss and decide what the Town can use the ARPA funds for. She suggested that the Mayor and Commissioners may want to have a working meeting to talk about the funds further. The suggestion was made to table and discuss at the Roundtable meeting January 24th.

Cemetery Monument Request – Commissioner Skilton noted the request to add a monument or stone marker to a cemetery plot owed by Val Wilson. The measurements for this marker are: 24"x36"x18". Commissioner Skilton stated that he had no issues with this marker being installed. Commissioner Barcelo made a motion; seconded by Commissioner Johnston to allow the installation of the stone marker with the measurements noted. Motion voted and carried.

Citizen's concerns and comments – There were no concerns or comments.

Commissioners Reports on activities, December 2021 – Streets - Commissioner Barcelo noted that there are no issues to report at this time. He did ask that citizens please bag all leaves and not and any other waste in the bags.

Water/Sewer - Commissioner Gould-Faison presented the December 2021 monthly water/wastewater report. She noted that we had several water line repairs completed. She thanked Luke Compton and Roanoke Rapids Sanitary District for all the work they have done. To thank Roanoke Rapids Sanitary District, she hosted a lunch for them on January 7th. A copy of the report is hereby incorporated into the minutes.

Police Department – Commissioner Moseley read the police report. A copy is hereby incorporated into the minutes. He stated that we need to purchase a bullet proof vest for

police officer Donald Duke. Officer Duke does not have a vest that properly fits. Commissioner Barcelo made a motion; seconded by Commissioner Skilton for the town purchase a bullet proof vest for Officer Donald Duke. Motion voted and carried. Commissioner Moseley also informed the Board that the Police department needs 2 additional record management services (RMS) and VPN access lines. By adding these additional lines, we will be able to have more that one of our officers at a time able to connect with the RMS system at once. Cost for the additional access lines are \$2800 per year for RMS and \$60 per year for VPN. Commissioner Skilton made a motion; seconded by Commissioner Johnston to approve the requested access for RMS and VPN. Motion voted and carried.

Cemetery/Park – Commissioner Skilton noted nothing to report on parks. He did state that Ellen Eller is working on updating the cemetery records and found that we have some plots that have been partially paid on. It was suggested that the town have a policy to ensure that plots are paid in full at the time of purchase. Further discussion of this will be tabled to the Roundtable meeting on January 24, 2022.

Finance – Commissioner Johnston read the finance report. A copy of the report is hereby incorporated into the minutes.

Citizen’s comments on Commissioner’s reports – There were no comments.

Mayor’s Comments – Mayor Scott thanked everyone for attending the meeting. He also noted that the next HCIA meeting is scheduled for January 26th at 6:30pm at the Kirkwood Adams Community Center in Roanoke Rapids. RSVP deadline for this meeting is Friday, January 14th. Commissioner Gould-Faison noted that she is planning to attend.

Commissioner Moseley made a motion; seconded by Commissioner Johnston to adjourn. Motion voted and carried. The meeting adjourned at 7:16 p.m.

Josie G. Jones, Town Clerk