

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town of Littleton
112 East South Main Street

AGENDA

February 28, 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 February 28, 2022
4. Budget Amendments
5. Sewer Ordinance request
6. Citizens Comment Policy
7. Street Signs
8. Zoning Map Update
9. Dump Trailer
10. Police Vacation Policy
11. Request to use Town Hall – Lynn Moseley
12. Request to use Town Hall for meeting April 2nd – Mark Davis
13. Hours of operation for Town Hall
14. 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, Steve Barcelo, Police Officer Donald Duke. Mayor K. Owen Scott called the meeting to order at 6:30 p.m.

Commissioner Johnston made a motion; seconded Commissioner Moseley made a motion to approve the agenda with the addition of Sewer Ordinance request item #5, police vacation policy item #10 and request to use town hall item #11. Motion voted and carried.

Consider approval of payment of bills for February 28, 2022 – Commissioner Skilton made a motion; seconded by Commissioner Barcelo 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 for the water/sewer department and the street department were presented and review by the board. Commissioner Barcelo made a motion to

approve the budget amendments; seconded by Commissioner Skilton. Motion voted and carried. A copy of the amendments is hereby incorporated into the minutes.

Sewer Ordinance Request – Mayor Scott noted and presented information from Luke Compton on the need for a sewer ordinance to address on going issues with private plumbing contractors braking holes in the to of the cast iron or galvanized 4” lateral sewer lines if a clean-out can not be found. Not repairing this can cause line leaking sewer waste and tree roots coming into the break causing blockages. The town attorney will be emailed with this information to work on an ordinance to address this issue. The board will discussion further at the next meeting.

Citizens Comment Policy – A citizens comment policy was presented to the board. This policy is the same one that Halifax County uses for its meetings. Mayor Scott asked the town clerk to update the policy, send to the town attorney for review and present at the next meeting.

Street Signs – Tabled until the next Roundtable meeting in March.

Zoning Map Update – The board review the presented map and would like to make some changes to it. There were some questions about being able to put doublewide homes in town. After much discussion, the board would like to review the map further before approving. This item will be added to the agenda for the March 14th meeting.

Dump Trailer – Mayor Scott noted that we would like to accept the trailer without having Buddy Isles oversee the use of it. A letter will be drafted and sent to the GLDP thanking them for the donation, but the town does not want anyone overseeing the use of it. Motion was made by Commissioner Moseley to send letter to GLDP to accept the trailer without anyone overseeing it; seconded by Commissioner Skilton. Motion voted and carried.

Police Vacation Policy – Commissioner Moseley would like to update the town policy for police vacation limits, which are 250 hours at this time. He would like to see that limit raised and that any hours over the 250 be moved to sick time without any limit. Commissioner Moseley will contact the town attorney to see what the standards are for this. Will discussion findings at the next meeting.

Request for use of Town Hall – Commissioner Moseley asked if the rescue squad would like to ask to use the meeting room for a training class. After some discussion, the board decided to speak with the town attorney on a policy for this. Commissioner Moseley will update the board at the next meeting.

Request for use of Town Hall – The town clerk informed the board of a request to use town hall for a meeting from Mark Davis. He would like to use the meeting room to hold a meeting to discuss the possibility of opening a Charter school. The board respectfully declined this request until a policy is in place for rules and regulations to use the meeting room.

Hours of operation for Town Hall – Clerk Josie Jones asked the board if it would be possible to changes the hours of operation of town hall. She had 3 different suggested for operating hours. The

board discussed the requested and tabled it until the March 14th meeting. A copy of the suggested hours are hereby incorporated into the minutes.

Commissioner Skilton made a motion; seconded by Commissioner Barcelo to adjourn. Motion voted and carried. The meeting adjourned at 7:25 p.m.

Josie G. Jones, Town Clerk