

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town of Littleton
112 East South Main Street

AGENDA

February 14, 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. Consider approval of minutes, January 2022
4. Consider approval of payments of bills for February 14, 2022
5. Budget Amendments and Correction
6. Zoning Map Updates – Tirence Horne
7. Zoning Amendments
8. ARPA Funding
9. State funding \$2 million water/sewer and \$250,000 NC Dept of Commerce Award
10. Citizen’s Concerns and Comments – Buddy Isles
11. Commissioners Reports on activities, January 2022
12. Citizen’s Comments on Commissioners Reports
13. Mayor’s Remarks
14. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Meeting Monday, February 14, 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, Police Officer Donald Duke, Heidi Hogan, Tirence Horne, Buddy Isles and Fred Stove. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

Commissioner Johnston made a motion; seconded by Commissioner Gould-Faison to approve the agenda as presented. Motion voted and carried.

Consider approval of January 2022 minutes – Commissioner Gould-Faison made a motion; seconded by Commissioner Johnston to approve the January 2022 minutes. Motion voted and carried.

Consider approval of payment of bills for February 14, 2022 – Commissioner Johnston made a motion; seconded by Commissioner Moseley 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 Governing Body and Street Department. Correction to the budget amendments given at the January 10, 2022 meeting was also presented. Commissioner Gould-Faison made a motion; seconded by Commissioner Johnston to approve the presented budget amendments and amendment correction. Motion voted and carried. A copy of the amendments and correction is hereby incorporated into the minutes.

Zoning Map Update – Tirence Horne presented the draft of the town’s zoning map with the zoning changes approved by the following ordinances: O-21-018, O-21-017, ZO-17-002, ZO-18-001, 21-010 and 21-016. There was some discussion regarding whether the map is completely correct. The motion was made by Commissioner Skilton to table this agenda item until it can be review in detail; seconded by Commissioner Gould-Faison. Motion voted and carried.

Zoning Amendments – Heidi Hogan, Planning Board Chair, asked that the Board review and add to the town zoning ordinance to prohibit the list of conditions that the commissioners received in the board meeting packet. Those conditions include for profit gaming, pornographic materials, loud music that extends out into the street and vaping facilities. She noted that the Planning Board asked that these businesses not be allowed in the town. Mayor Scott stated that this can be discussed further with the town attorney about adding these conditions to the ordinance. Chief Trivette stated that he also agrees with the Planning Board on these conditions.

ARPA Funding – Josie Jones noted that the Board needs to discuss and decide what the Town can use the ARPA funds for. After some discussion, the board decided to consider to use this money for wastewater lift stations and generators. The board will need to develop a plan for this. Luke Compton will be asked to help with creating this plan.

State Funding \$2 million water/sewer – Commissioner Gould-Faison noted that she and Luke Compton met with Rivers and Associates to discuss this funding and the project to update the wastewater plan. Fred Stove presented information on this project to the board and he noted that we will need an additional \$1.1 million to complete the project. Mr. Stove is concerned about rising cost for supplies for this project. He would like for the town to request another \$2 million in APRA funds from the state. Mr. Stove noted that Rivers and Associates would be glad to compete and submit the required paperwork for the original \$2 million and for the additional \$2 million to the state for this project at no cost to the Town. Commissioner Gould-Faison made the motion; seconded by Commissioner Johnston to allow Rivers and Associates to submit state paperwork for the wastewater plant project and request the additional \$2 million in ARPA funds. Motion voted and carried.

NC Dept Commerce Award – The Town received \$250,000 in funds from the State budget that will be distributed by the NC Department of Commerce. In order to receive these funds, the town needs a conflict-of-interest policy and provide descriptions and cost of activities the funds will be used for. The suggested activities and cost are repair of sidewalks - \$50,000, storm drain repair - \$50,000, street repair - \$100,00 and equipment - \$50,000. A draft of this policy was presented to the board for review and approval. Commissioner Johnston made a motion; seconded by Commissioner Gould-Faison to approve the presented conflict of interest policy, activities, and cost of activities for these awarded funds.

Citizen's concerns and comments – Buddy Isles from the GLDP presented the event request for the 1st Friday night concert schedule to the board with the addition of installing signage with sponsors of the 1st Friday night schedule. The GLDP also asked to take over the 1st Saturday free farmers market in the parking lot from the town handling collecting vendor permits the on Saturday. If a vendor wants to complete the permit before Saturday, they will be asked to go to Town Hall to complete the form. Mr. Isles stated that the GLDP would like to update the landscaping at the welcome signs for Littleton. Commissioner Gould-Faison made a motion to approve the GLDP event request for the 1st Friday night concert schedule, installing of sponsor signage and handling the farmers market on the 1st Saturday of the month; seconded by Commissioner Moseley. Motion voted and carried.

Mr. Isles requested for the town to wave the permit fees for the 1st Friday night concert schedule. This request was tabled by the board.

Mr. Isles noted that the GLDP had received a donation to purchase a dump trailer for the town. He noted that he is giving trailer to the town on behalf of the GLDP. Mr. Isles noted that he would be watching and overseeing how the trailer is being used and if he notes any damages that he will notify the town and want the damages fixed by the town. Commissioner Gould-Faison asked why he felt that he needed to oversee the use of the trailer. Mr. Isles stated that he did not want it damaged. After some discussion, the board thanked Mr. Isles for the donation but would need to discuss further the stipulations of receiving the trailer. This will be tabled until the Roundtable meeting on February 28, 2022.

Commissioners Reports on activities, January 2022 – 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 January 2022 monthly water/wastewater report. She noted that we have be approved to receive a free water sampler and it should be delivered sometime in April 2022. She thanked Luke Compton and Roanoke Rapids Sanitary District for all the work they have done. We also had a pump that needed to be replaced at the cost of \$2800. 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.

Cemetery/Park – No report at this time.

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.

Commissioner Moseley made a motion; seconded by Commissioner Johnston to adjourn. Motion voted and carried. The meeting adjourned at 8:55 p.m.

Josie G. Jones, Town Clerk