

Town Hall
112 East South Main Street

AGENDA

February 11, 2020 6:30 p.m.
Regular Monthly Board Meeting

1. Call meeting to order 6:30 p.m.
2. Pledge of Allegiance followed by Invocation
3. Motion to approve the Agenda
4. Consider approval of minutes of meeting(s) held January, 2020
5. Approval for payment of bills for January, 2020
6. CloudWyze – Chris Utesch
7. Ordinance Update
8. Audit for 2020-21
9. Approval of road closure for Patriotic Parade , July 4, 2020
10. Event permits – GLDP – April 3, 2020
11. Approval of First Fridays – May 1, June 5, July 3, Aug. 7, Oct. 2, special event May 22
12. Citizen Questionnaire
13. AFLAC insurance
14. Citizen Concerns and Comments
 - a. Lori Parrot – MLK parade
 - b. Buddy Isles, Sr. – GLDP
15. Commissioners Reports on activities in January, 2020
16. Citizen’s Comments on Commissioner Reports – comments/questions limited to two Minutes
17. Mayor’s Remarks
18. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Tuesday, February 11, 2020, at 6:30 p.m. at the Littleton Town Hall. Present were Commissioners Stephen Barcelo, Gerleen Pitchford, Ophelia Gould-Faison, Lynn Moseley, Chief Phillip Trivette, Town Clerk, Ellen Eller and 11 members of the public. Commissioner Bonita Knight and Mayor K. Owen Scott were absent. Mayor Pro Tem Stephen Barcelo presided over the meeting. Mayor Pro Tem Barcelo called the meeting to order at 6:31 p.m. The meeting opened with the Pledge of Allegiance. Commissioner Gould-Faison followed with the invocation.

Commissioner Pitchford made a motion; seconded by Commissioner Gould-Faison to approve the agenda as presented. Motion passed.

Commissioner Gould-Faison made a motion; seconded by Commissioner Pitchford to approve the minutes for January, 2020, with an addition to the January 28, 2020 minutes as presented. Motion passed.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to approve the payment of bills for January, 2020. Motion passed. A copy of the bill is hereby incorporated into the minutes.

CloudWyze – Chris Utesch - Mr. Utesch came and gave a power point presentation in regard to rural internet services for the surrounding area. He was requesting to use the water tower on Highway 158 to help with providing services. He gave some background on his company. He said the state was requiring 25 mbps or greater download and 3 mbps upload speeds. He said there was a 2-3 year plan to get things up and running, starting a tower around Hollister and moving eastward. Commissioner Barcelo wanted to know what the town's involvement would be. Mr. Utesch said Halifax and Nash County were doing zero cost rentals. He said that was up to negotiation. Commissioner Barcelo asked would free downtown WiFi be an option for the town. Mr. Utesch said yes, whatever the greatest problem or need was his company wanted to solve. Commissioner Barcelo also asked the speed of the internet. Mt. Utesch replied residential speeds were 10 x 2, 25 x 3, and 50 x 5. Commercial rates were 10 x 10 and 2 gig x 2 gig. Mr. Utesch said there would be new equipment brought in to make sure full coverage is available for the community. The town would be covered and some distance outside of the town's limits. The first 1400 customers would get free installation, and then there would be a monthly fee. No decision was made at this time.

Ordinance update - Chief Trivette explained one ordinance deals with tethering animals and the other takes care of furniture and trash on porches in the community. Commissioner Pitchford made a motion; seconded by Commissioner Moseley to approve Ordinance 20-001, Tethering of Dogs and Ordinance 20-002 Amendment regulating Furniture Placed Outdoors. Motion passed.

Audit for 2020-21 – The town clerk mentioned the town has used the same auditor for several years and wanted to know if the board wanted to take bids for a new auditor. After some discussion Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to take bids for the upcoming audit. Motion passed.

Approval of Road Closure for Patriotic Parade – July 4, 2020 Commissioner Gould-Faison made a motion; seconded by Commissioner Moseley to approve Ordinance 20-003 Annual Patriotic Parade Road Closure. Motion passed.

Event Permit – GLDP – April 3, 2020 - Commissioner Moseley made a motion; seconded by Commissioner Pitchford to approve the event permit for the GLDP for April 3, 2020. Motion passed.

Approval of First Friday dates for GLDP - Commissioner Pitchford made a motion; seconded by Commissioner Moseley to approve the First Friday dates for the GLDP as follows: May 1, June 5, July 3, August 7, October 2, and special event May 22. Motion passed.

Citizen Questionnaire - Commercial Barcelo said this was the meeting the town was going to try to have at Lakeland to get citizen input. Buddy Isles said the GLDP would be glad to help if the town needed it. He also wanted to know if people outside the city limits would be able to have input. Mr. Isles said he would like to know what the town expected from the GLDP. Commissioner Barcelo said he thought it would be good to have help and for the town and GLDP to work together on this. Commissioner Barcelo said we should take this up at the roundtable meeting.

AFLAC insurance – Commissioner Barcelo informed the Board that AFLAC wanted to come and talk to the employees about insurance. It would be insurance the employees would have taken out of their checks. AFLAC just needs permission to speak to the town employees. Commissioner Pitchford made a motion; seconded by Commissioner Gould-Faison to allow the AFLAC representative to speak to town employees about supplemental insurance. Motion passed.

Citizen Concerns and Comments – Lori Parrot – MLK Parade – Ms. Parrot spoke about her frustration and disappointment in the lack of Littleton police helping with the closing of roads for the MLK parade. Ms. Parrot

said it was time for the parade to start and the participants were cold and wanted to know why the parade could not start. A sheriff's department employee called for help and the parade started about ten or fifteen minutes late. However, traffic heading west on 158 was not rerouted and caused safety issues for parade participants and those who came to watch. Ms. Parrot was concerned and did not want this to be an issue in the future. Commissioner Barcelo apologized to Ms. Parrot and said he was aware of the problem and some of his employees had come in to help. He told her it would not happen again.

Buddy Isles – GLDP - Mr. Isles asked the Board to consider letting vendors for First Friday events come at 11 a.m. and serve until 10 p.m. He stated there would be four or five vendors and no vendor would serve the same food as someone else. Mr. Isles informed the Board there would be four clean up days which would start during the second quarter of the year. Commissioner Barcelo said he had already gotten with Kim Gray about areas that needed attention.

Commissioner Reports – Streets - Commissioner Barcelo said his department was staying on top of the leaves and branches in the area. He stated his employees were wearing bright colors so they would be safe.

Water/Sewer – Commissioner Gould-Faison said she was continuing to work on the maps of the sewer lines. She said Philip Alston had taken on job vacated by Keith Hamm. She said there were no overflows and the town was in compliance. Commissioner Gould-Faison also asked those present to sign up for Littleton Water and Sewer Advisory Council. She said those who were served by either the water or sewer in Littleton could sign up. She mentioned the town had been divided into quadrants and would like at least two or three people from each quadrant. She stated she was continuing to work to get the WWTP upgraded. A copy of the monthly report for water and sewer is hereby attached to the minutes.

Police Department – Commissioner Pitchford spoke and said the report she gave each month was for the city limits of the town of Littleton. She then read her report. A copy is hereby attached to the minutes. She then turned the floor over to Chief Trivette. Chief Trivette then responded to Ms. Parrot in regard to the MLK Parade. He said no one had contacted him about the parade. Ms. Parrot said she had never been responsible for contacting the police department before. Chief Trivette said Deputy Rooks with the County had contacted him and he assumed he was taking care of the parade. Commissioner Gould-Faison said she had contacted the sheriff's department to help with traffic at Oak Grove Church. After further discussion it was decided a lack of communication had occurred.

Finance Department – Commissioner Moseley read his finance report. The town has collected 64% of its budgeted revenues and has spent 72% of those revenues in the General Fund. In Water and Sewer the town has collected 63% of budgeted revenues and spent 62%. A copy of the finance report is hereby incorporated into the minutes. Commissioner Moseley spoke about starting to work on the budget for the coming year. He stated the town clerk has contacted someone from the League of Municipalities to help with budget preparation. He also mentioned the town's Fund Balance is low and that needs to be addressed.

Citizen's Comments on Commissioner Reports – Mrs. Sylvia Alston asked what the effect the county's reevaluation would have on the budget. Commissioner Moseley said he hoped to not have to raise taxes. He also mentioned looking at other options for increasing revenues. Carolyn Harmon asked about the formal complaint against the post office. She was told there had been no response. She also asked when ground breaking took place on Affinity House. She was told they did not do a formal groundbreaking; and there was no date for completion that the town was aware of. Mr. Alton Parker asked about sidewalk repair. Commissioner Barcelo there was no money right now. He said DOT was waiting on money for the coming fiscal year.

Commissioner Gould-Faison also spoke about the 2020 census. She said it was important that everyone in the town of Littleton is counted. She said some citizens did not have access to a computer; and the library computers were available. She also mentioned renters were leaving town without paying their water bill. She said the town was looking at options to stop this from happening.

Buddy Isles also asked about the lake tying on to the town's sewer. He was informed the town was not sure what was happening at this time. Commissioner Pitchford said no contracts had been taken care of yet. Commissioner Gould-Faison suggested Mr. Isles speak to Mayor Scott about the matter. Mr. Isles asked if Philip Alston had taken Keith Hamm's position. He was informed he had, and he was part-time. Mr. Isles also asked if street lights had been replaced around Blaylock Funeral Home. Commissioner Barcelo said yes.

Commissioner Barcelo informed everyone Hilary Greenberg would be coming to the next roundtable meeting, February 25th at 6:30 to give a report on her findings for economic development in Littleton. He invited everyone to attend.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to adjourn. Motion passed.

Ellen M. Eller, Town Clerk