

Town of Littleton
112 East South Main Street

AGENDA

April 26, 2021

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. Approval of Bills for April 26, 2021
4. Spectrum Contract
5. Cemetery Funds
6. First Friday – Event Form GLDP
7. Smoke Testing
8. Sewer Rates
9. Parking Lot sign and fine for violations
10. Budget work dates
11. Motion to go into Closed Session pursuant to NCGS143-318.11a(3) to consult with town attorney.
12. Adjourn

The Board of Commissioners of the Town of Littleton held the regular Round Table Session Monday, April 26, 2021 at 6:30 p.m. at the Town Hall and remotely through Zoom. Present were Commissioners Stephen Barcelo, Ophelia Gould-Faison, Jim Skilton, Clyde Johnston, Lynn Moseley, and several members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:30 p.m.

Commissioner Barcelo made a motion; seconded by Commissioner Johnston to approve the agenda. Motion voted and carried.

Commissioner Barcelo made a motion; seconded by Commissioner Moseley to pay the bills for April 26, 2021, as presented. Motion voted and carried. A copy of the bills is hereby incorporated into the minutes.

Spectrum Contract – Chief Trivette told the board he had received the information from Spectrum in regard to changing all the town’s internet and phones to Spectrum. He stated it would cost the town more to switch. The largest increase is due to the PD going totally digital. The total difference is around \$250 a month more. Commissioner Moseley asked if cell phones could be converted to Spectrum too since Spectrum uses Verizon towers. Chief Trivette said he would have to look into cell phone coverage after the changeover has been taken care of. Commissioner Skilton made a motion; seconded by Commissioner Barcelo to switch from Centurylink to Spectrum and to pay a one time installation fee of up to \$1500 with a monthly increase of \$250 for telephones. Motion voted and carried.

Cemetery Funds – Commissioner Skilton informed the board he had done a walk through of the cemetery to find an amount the town needs to hold in reserve in case someone comes and wants the town to buy their

lot back. He came up with an amount of \$48,000. He said currently the fund over \$90,000 in it. He said since the town is now taking over the maintenance of the cemetery the funds can be used for that maintenance. He said in order to do this the town would have to buy some equipment and the street department would help supply the labor. After some discussion Commissioner Skilton made a motion; seconded by Commissioner Gould-Faison to fund the maintenance of the cemetery through the NCCMT funds. Motion voted and carried. The board will talk about this during budget meetings.

First Friday – Event Form GLDP - Mayor Scott said he was excited to have the First Friday events to be back. He listed all the dates from May through October, excluding September which is the Littleton-Lake Gaston Festival weekend. Wanda Clark explained the Covid restrictions and explained how the GLDP would stay within those guidelines. She stated with the size of the parking lot there is room for 168 people safely. The GLDP will have 1000' squares drawn, everyone would be asked to wear a mask, signs would be up stating wash, wait, and wear. She was recommending hand sanitizers be available at porta-johns, vendors, and all tables. Karen Hall will emcee the event and will make announcements periodically during the evening to remind people of the social distancing guidelines. She also stated the Rescue Squad and policemen would be available for safety at the event. She asked the town for permission to close the parking lot at 5:00 p.m. to allow the GLDP to get everything set up to meet the safety guidelines as presented. Commissioner Moseley asked if the Rescue Squad would need to be on site the whole time. Ms. Clark said she would have the person in charge of setting that up get in contact with Commissioner Moseley. Commissioner Barcelo made a motion; seconded by Commissioner Moseley to approve the First Friday Event Form as presented. Motion voted and carried.

Smoke Testing - Commissioner Gould-Faison gave information about the smoke testing the sewer department is doing May 5-6th. She said the commissioners had in their packet the information that would be hand delivered to the citizens about the smoke testing. She thanked Commissioner Skilton for arranging the smoke testing. She stated this testing would help make the sewer system more efficient. The town clerk mentioned the board needs to decide if the town would purchase clean out caps for citizens who have leaks around them or whether they would require the citizen to do so. Commissioner Gould-Faison made a motion; seconded by Commissioner Skilton to purchase clean out caps to replace those which show they are leaking at the time of the smoke testing. Motion voted and carried.

Sewer rates – Commissioner Gould-Faison said the reason the town is raising their sewer rates was due to applying for a grant to repair the WWTP which is due April 30, 2021. She asked for input on whether the town should continue with the rate increase with the April billing or wait until the May billing. Town attorney Kris Gardner asked if the town had approved an ordinance for the increase. He was told the town had adopted several resolutions at the last board meeting in order to get the grant. After some discussion it was decided by consensus to move ahead with the new rates becoming effective with the bills going out tomorrow.

Parking Lot sign and fine for violations - Chief Trivette explained the town needs signage at the parking lot that states you have to have a permit to use the parking lot. He also said a fine needs to be set up. He suggested a \$50 fine. Mayor Scott said he had looked up signage after speaking with Chief Trivette. Commissioner Moseley asked about people selling strawberries or other food items. Mayor Scott said a vendor permit was issued for things like that. It was not an event permit. He also mentioned garage sales were the first Saturday of every month and permits were obtained from town hall but did not need board approval. There was a consensus among the board to allow Chief Trivette and the town attorney to get together and type something up.

Budget work dates – It was decided that Commissioner Johnston and the town clerk would finish getting their General Fund budgets finished by the end of the week. They would send the information back to the

department heads and at the next meeting the commissioners could work on it. Mayor Scott suggested the board work on the budget May 10th and start the regular scheduled meeting at 6:00 p.m. instead of 6:30 p.m. Commissioner Moseley made a motion; seconded by Commissioner Johnston to move the regular scheduled meeting 6:00 p.m. so a budget meeting could be held afterwards. Motion voted and carried.

Commissioner Gould-Faison informed the board that at the last meeting information had been given about Larry Davis opening his barber shop on May 1st. Mr. Davis said he would not be able to open then, but would keep the town informed as to his opening date.

Commissioner Johnston made a motion; seconded by Commissioner Moseley to go into Closed Session pursuant to NCGS143-318.11a(3) to consult with town attorney. Motion voted and carried. The board went into Closed Session at 7:11 p.m.

The board returned to Open Session at 7:32 p.m. There were no motions to be made. Commissioner Barcelo said he had one thing he wanted to make everyone aware of. He had been looking into getting lids for the garbage cans on Main Street. He has not been able to find any. He feels it will be cheaper to buy eight new cans instead of having the lids made. The cost will be around \$180 per can.

Commissioner Moseley made a motion; seconded Commissioner Barcelo to adjourn. Motion voted and carried.

Ellen M. Eller, Town Clerk