

Town of Littleton
112 East South Main Street

AGENDA

May 18, 2021

Special Meeting

6:00 p.m.

Held at Town Hall

1. Call meeting to order 6:00 p.m.
2. Motion to approve the Agenda
3. Resolution for change to Personnel Policy
4. Budget Work Session
5. Adjourn

The Board of Commissioners of the Town of Littleton held a special meeting Tuesday, May 18, 2021, at the Town Hall for the purpose of conducting a budget work session and to approve a change to the personnel policy. Present were Commissioners Ophelia Gould-Faison, Clyde Johnston, Lynn Moseley, and Steve Barcelo. Commissioner Jim Skilton was absent. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 6:00 p.m.

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

Resolution for change to Personnel Policy – The town clerk presented a resolution to amend the personnel policy in regard to voluntary shared sick or vacation leave. She explained the purpose of the resolution was to allow employees to give to other employees who are out due to prolonged illness and/or injury some of their vacation and/or sick leave time so they can continue to receive a paycheck. Commissioner Barcelo made a motion; seconded by Commissioner Moseley to approve the Resolution to amend personnel policy as presented. Motion voted and carried. A copy is hereby incorporated into the minutes.

Budget Work Session - The town clerk explained the water and sewer portion of the budget was balanced. Commissioner Gould-Faison decreased the Contract Services in the sewer expenditures by \$465 to make it balance. The board then worked on the General Fund side of the budget. The commissioners then went through each department and found ways to decrease expenses. After decreasing expenses as much as feasible the board was still short almost \$40,000 in revenues to balance. It was decided the town would use funds from the American Rescue Plan to balance the budget for the coming year. The town clerk will send copies of the updated budget to all commissioners and the mayor for them to review before the round table session April 26th.

Commissioner Barcelo made a motion; seconded by Commissioner Gould-Faison to adjourn. Motion vote and carried. The meeting adjourned at 7:54 p.m.