

Town of Littleton  
112 East South Main Street

**AGENDA**

**August 11, 2020**

Regular Monthly Board Meeting  
Held at Littleton Food and Spirits

1. Call meeting to order 6:30 p.m.
2. Public Hearing for 2020 CBDG-Neighborhood Revitalization
3. Motion to approve the Agenda
4. Consider approval of minutes of meeting(s) held July, 2020
5. Approval for payment of bills for July, 2020
6. Phone Plans for PD
7. Census Update
8. Computer laptops for commissioners/mayor for meetings
9. Street Department job update
10. Water and Sewer payment plan for COVID-19 customers
11. Citizen's Concerns and Comments – Stacy Woodhouse – Fitts Foundation updates
12. Commissioners reports on activities in July, 2020
13. Citizen's comments on Commissioner Reports – comments/questions limited to 2 minutes
14. Mayor's Remarks
15. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Tuesday, August 11, 2020, at 6:30 p.m. at Littleton Food and Spirits.** Present were Commissioners Stephen Barcelo, Gerleen Pitchford, Ophelia Gould-Faison, Lynn Moseley, and twenty members of the public. Mayor K. Owen Scott was absent. Mayor Pro temp Steve Barcelo presided over the meeting. Mayor Pro temp Barcelo called the meeting to order at 6:33 p.m.

Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to open the public hearing. Motion carried. The Public Hearing started at 6:33 p.m. and closed at 6:47 p.m. The board recessed to give residents time to sign up for the evaluation by Mr. Kearney. The regular scheduled board meeting resumed at 7:10 p.m.

Commissioner Barcelo reconvened the Board Meeting at 7:10 p.m. He asked to add Street Update to agenda between computer laptops and water and sewer repayment plan. Commissioner Pitchford made a motion; seconded by Commissioner Gould-Faison to approve the agenda with the addition of the Street Update. Motion voted and carried.

Commissioner Pitchford made a motion; seconded by Commissioner Gould-Faison to approve the minutes for July, 2020, as presented. Motion voted and carried.

Commissioner Moseley presented the bills for approval. He informed the Board there were two bills he needed to present for payment that required a budget amendment before payment could be made. The first bill was to Halifax Horizons for dues for the coming year in the amount of \$1000. After some discussion

Commissioner Pitchford made a motion; seconded by Commissioner Moseley to pay Halifax Horizon \$1000 for dues and move the money from 10-500-18 McPherson Utilities to 10-410-68 Dues and Subscriptions. The other bill was \$528.81 to NCDEQ for a sewer violation which occurred in 2018. After some discussion Commissioner Gould-Faison made a motion; seconded by Commissioner Moseley to pay NCDEQ \$528.81 for sewer violation and move the money from 30-811-72 Monthly Fee Reserve to 30-811-57 Sewer Miscellaneous. Motion voted and carried. Commissioner Moseley made a motion; seconded by Commissioner Gould-Faison to approve the bills for August 11, 2020, as presented. Motion carried. A copy of the bills is hereby incorporated into the minutes.

**Phone Plans for PD** – Chief Trivette stated the representative had not come. This item will be addressed at a later date.

**Census Update** - Commissioner Gould-Faison told the Board Mr. Chester Williams had come to town hall on August 3, 2020, and had helped some residents do the census. She said the percentage rate had increase from 41.5% to 43%. She encouraged anyone who had not completed the census to do so. She stated the date to complete it had been extended to the end of September. The town clerk also informed the commissioners and public that Mr. Williams would come back Monday, August 17, from 9-2 to help people in the 27850 zip code. She said this information had been put on the town's and the GLDP website. She asked anyone with a Facebook account to get the word out so more people would be included in the census. It was noted that the more people who participate helps the town receive more funding from the state.

**Computer laptops for commissioners/mayor for meetings** - Commissioner Barcelo said the board had spoken about getting laptops before. He said now with COVID-19 it would be very helpful. It would also help cut down on paperwork and would be a quicker way to communicate with one another. He said the funds could be paid out of COVID Relief Funds. He said if the town did not use all their funds they would lose them. After some discussion it was decided to check into State Contract and see what the town could get from them. It was decided to table it until the next meeting.

**Street Department Update** - Commissioner Barcelo informed the Board the person whose name he had brought to the Board at the last meeting did not work out. He said he an application from someone else who would start at \$9 for 20 hours and move up to 30 hours. He said he had given the application to Chief Trivette for a background check. Commissioner Pitchford made a motion; seconded by Commissioner Gould-Faison to hire this person. Motion carried.

**Water and Sewer payment plan for COVID-19 customers** – Commissioner Gould-Faison informed the commissioners the town has 26 customers who are behind in their payment due to COVID-19. She stated the town board has some questions they have to answer in order to move forward with collecting the payment. She said the bill is still due from the customers, but the town needs to work out a way to repay. She said she wanted to get input from all the commissioners and mayor and asked them to take time and answer the questions on the handout in their packet before the roundtable session. At that time, the Board could move forward and have the attorney make the water/sewer ordinance necessary to collect payment from customers affected by COVID-19.

**Citizen Concerns and Comments – Stacy Woodhouse – Fitts Foundation** - Mr. Woodhouse gave an update on the WiFi for downtown Littleton. He said a company had done a feasibility study and then an equipment study on the ground was also conducted. He said they were now looking at putting a small 20' tower above one of the Fitts buildings downtown. He informed the Board it would be much less complicated to use a smaller tower instead of the town's water tower. He said they were waiting on a quote right now. They would inform the Board when they had received all the information they needed. He said the goal was to provide good cell reception for downtown Littleton. Commissioner Barcelo asked if Lakeland will also

receive Wifi. Mr. Woodhouse said, yes eventually, right now with the businesses going in downtown the focus was there.

**Commissioner Reports on activities in July, 2020** - Streets – Commissioner Barcelo said everything was going well in the Street Department. He said since Mike Clark had left, he was helping keep grass cut and Dana Killeen was working as well. He said once he gets someone hired it will be better.

Water/Sewer Department – Commissioner Gould-Faison told the Board Mr. Hamm had turned in his resignation effective August 9, 2020. She said she was speaking with a neighboring town to come in and help Littleton bridge the gap and be compliant with the State. She said she had spoken with the Mayor to keep him informed. At this point she said she had sent the agreement to the attorney and he had looked it over. She said she had spoken to both divisions of the state last week to keep them informed of what was happening in Littleton. She said the town is actively looking for someone to permanently become the town's ORC for water and sewer.

Commissioner Gould-Faison also stated Affinity is ready so far as the water and sewer is concerned. She also said she did not have a specific water or sewer report at this time. She asked everyone to be conscience of leaks.

**Police Department-** Commissioner Pitchford read her police report. The report is hereby incorporated into the minutes. Commissioner Pitchford informed the Board the police department renovations are nearly completed. She said the deadline had been made for August 20, and she thought they would make it. She said they are waiting for the inspection for generator transfer switch so they can move forward, and all the plumbing had been completed except for installation of a water heater. There was some touch up painting on the outside to be done. The awnings and shutters have been ordered. She said the PD dedication had been set for August 29 at 11 a.m. in the parking lot. It would then move over to the PD building for a ribbon cutting with the local Chamber of Commerce. She said the police department would not be open to the public for security reasons.

Commissioner Pitchford also informed the Board they had received word today the police vehicles had arrived and would be ready to pick up next week.

**Finance Department** - Commissioner Moseley read his finance report. A copy is hereby incorporated into the minutes.

**Citizens comments on Commissioner's reports** - Commissioner Gould-Faison said she had some citizens asking her why we do not have remote access to meetings during the pandemic. She said she brought it to the board in open session so citizens would know it was brought to the board. Commissioner Barcelo stated that the town is already paying for the Zoom software. He said citizens will need a computer or a smart phone to access it. Commissioner Moseley asked if we could broadcast over YouTube. Commissioner Barcelo said he thought we could. Commissioner Moseley said YouTube doesn't allow public comment where Zoom does.

Commissioner Gould-Faison said she had been approached about why the speed limit on Mosby was 35 mph but coming up Ferguson Street was 25 and 20 mph. Commissioner Pitchford said the business district is 20 mph. Commissioner Gould-Faison said there was a concern the speed limit was 35 going by the post office. Commissioner Barcelo said Mayor Scott had asked him to call the state about this. He said the state approves all speed limit changes on state roads. Mr. Buddy Isles said he thought the town was looking into changing the speed limit on Mosby. Commissioner Barcelo said the state has to take care of all speed limit changes.

Mayor remarks – Commissioner Barcelo thanked the Fitts Foundation, GLDP, and the people of Littleton for helping to move Littleton forward. He said with Affinity House coming it would create a lot of jobs. He also thanked Ken Carroll for allowing the town meet at his business. So please go out and support his business. He reminded everyone to be safe during the pandemic.

Commissioner Gould-Faison made a motion; seconded by Commissioner Moseley to adjourn. Motion carried. The meeting adjourned at 7:55 p.m.

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Ellen M. Eller, Town Clerk