

TOWN OF LITTLETON

LITTLETON, NORTH CAROLINA

Town Hall
112 East South Main Street
September 24, 2019

PUBLIC HEARING
6:00 P.M.
Ashley Wilson-saw mill operation

AGENDA
ROUNDTABLE SESSION
6:30 p.m.

1. Call meeting to order
2. Motion to approve the agenda
3. Approval of bills
4. Financial Report and information
5. Notary Services for Real Estate Closings
6. Christmas Parade, December 7, road closure
7. UPCOG appointment
8. Ribbon Cutting Ceremony for park—Oct. 22
9. AFLAC and other employee insurance options
10. Christmas Lights
11. CSX Railroad bed cleanup
12. Beer/Wine Truck at events
13. Sewer Infrastructure
14. Adjourn

The Board of Commissioners of the Town of Littleton held the regular monthly Roundtable Session, Tuesday, September 24, 2019, at 7:30 p.m. at the Littleton Town Hall. Present were Commissioners Steve Barcelo, Bonita Knight, Gerleen Pitchford, Ophelia Gould-Faison, Donald Spragins and five members of the public. Mayor K. Owen Scott presided over the meeting. Mayor Scott called the meeting to order at 7:30 p.m.

Commissioner Spragins made a motion; seconded by Commissioner Gould-Faison to approve the agenda with the date to be corrected to be September 24, 2019. Motion voted and carried unanimously.

Commissioner Spragins made a motion; seconded by Commissioner Pitchford to approve the bills as presented. Motion voted and carried unanimously. A copy of the bills is hereby incorporated into the minutes.

Financial Report and information - The clerk gave information to the Commissioners about the Operating Funds account balance, and the decrease in funds over the last three years. She

informed the Commissioners both the General Fund and Water/Sewer Fund are together in this account. She also presented a Stop Light Report that was recommended by the state back in November when they visited. She pointed out the red light is over budget and the green is good. The Budget Totals at the top of each page shows the difference in the revenues and expenditures for each fund. In General Fund the town has spent \$52,567 more than they have taken in. In Water/Sewer the town has spent \$1410 more than they have taken in. The figure does not include the \$586,250 the town received in the sewer case settlement. The clerk informed the commissioners they would be receiving the Stop Light Report and the Budget v Actual each month. A copy of these reports is hereby incorporated into the minutes.

Notary Services for Real Estate Closings - The clerk informed the Board real estate closings take a lot of time and require more than one signature to be notarized. She told the Board that by law you can charge \$5 per signature. Commissioner Spragins made the motion; seconded by Commissioner Gould-Faison to increase the cost to be \$5 per signature. Motion voted and carried unanimously.

Christmas Parade, December 7, road closure - Mayor Scott read the Annual Christmas Parade Road Closure Ordinance O-2019-17. Commissioner Barcelo made a motion; seconded by Commissioner Pitchford to adopt the Annual Christmas Parade Road Closure Ordinance O-2019-17. Motion voted and carried unanimously. A copy of the ordinance is hereby incorporated into the minutes.

UPCOG appointment – The clerk presented an email in regard to the town of Littleton’s representative to UPCOG. Mayor Scott had spoken with Jennifer Andrews about the town appointing someone to take his place since he was unable to attend meetings. Holly has attended the Broadband meetings and a regular board meeting for the town. Since Holly already has a relationship with UPCOG it was suggested she be the town’s representative. Commissioner Pitchford made a motion; seconded by Commissioner Barcelo to appoint Holly Barcelo as the Town of Littleton’s representative to UPCOG. Motion voted and carried unanimously.

Ribbon Cutting Ceremony for the park, Oct. 22 – The clerk informed the Board Mrs. Alston wanted to have a ribbon cutting for the park and had wanted to set the date of Oct. 22 at 5 p.m. After some discussion it was decided to have the ribbon cutting Saturday, October 19th at noon. It is hoped there could be some activities and food for the ribbon cutting. Christina Wells will be contacted to help coordinate the ribbon cutting. Commissioner Knight made a motion; seconded by Commissioner Gould-Faison to have the park ribbon cutting Saturday, October 19th at noon. Motion voted and carried unanimously.

AFLAC and other employee insurance options - Holly shared with the Board AFLAC would be additional insurance the employee could pay for themselves. Holly has been the point of contact for the AFLAC representative and was bringing it to the Board since the agent has been persistent. Commissioner Barcelo asked when NCLM would be bringing their insurance options to the town. Holly said she hoped by next month. After some discussion Commissioner Spragins made a motion; seconded by Commissioner Barcelo to table the insurance options until additional options were made available. Motion voted and carried unanimously.

Christmas lights – Commissioner Pitchford apologized to the Board for the confusion with the Christmas lights. She said she sent out her email and she wasn't sure where she stood on the lights. She said she had been told one thing and then another and another and wasn't sure what was going on. Commissioner Barcelo mentioned the lights on the building had gone up today. No one knew there were going to be put up. Commissioner Pitchford stated she was under the impression they were going up on Thursday. There was some confusion on where the electricity was coming from. Commissioner Pitchford stated business owners should have been contacted about lights being put on buildings before the lights were ever ordered. She said when the lights were first brought up, GLDP was going to be given funding for commercial, professional decorators to come in and decorate the town. The GLDP came to the Board to ask for permission to do so. Commissioner Gould-Faison stated when she first came on the Board she had asked when people have requests they come before the Board and put it in writing so there was no confusion on what was being asked. There was still some question about whether the town was supposed to store the lights. Buddy Isles, Sr. explained the GLDP would be putting up the lights, and the town would have to store the lights. He said most of the lights were here already. Commissioner Gould-Faison reiterated that the town needed something in writing so there was no confusion. After further discussion Mayor Scott said the Board needed to speak with Wanda and Mr. Fitts and asked the clerk to schedule a meeting with them for the next roundtable on October 22.

CSX Railroad bed cleanup – Commissioner Pitchford said she had gotten a quote from Marion Alston to clean up the railroad bed for \$9000. In speaking with Mr. Alston he had said he would work with the town. Commissioner Pitchford stated the town doesn't have any money right now. Her suggestion was to see if there were left over funds at the end of the year, if so it could be cleaned up then. Commissioner Barcelo said the stuff in the railroad bed was stuff left over from the lawsuit. He asked if it was possible to use money from the sewer case to take care of it. Commissioner Spragins said if all the repairs were made on the sewer lines first and there was money left over. Commissioner Pitchford said some of the concrete came from the water tower and had nothing to do with the sewer case. Buddy Isles, Sr. asked the Board if it was possible for the GLDP to go ahead and get rid of the debris and would the town be open to reimbursing the GLDP with some money left over at the end of the year. He asked the Board to think about that. He said if we expect the property owners to clean up, the town needs to clean up as well.

Beer/Wine Truck at events - Commissioner Pitchford stated this had been brought up several times and the Board needed to discuss it, decide what to do, and get it off the agenda. Mayor Scott said the easy route was to leave it up to the ABC Board. Commissioner Spragins said he would like the town attorney's input and see what the responsibilities and liabilities would be for the town. Commissioner Barcelo said that was also brought up when the League of Municipalities came and talked about insurance at events. Commissioner Pitchford said there is a no alcohol rule currently and everyone who does drink, does so respectfully. She said if gets to where it was ok to have it, it would be a different story. She mentioned there were a lot of elderly and children at these events and it wasn't just town events, it was all events. She also said police protection and security might have to be increased. Mayor Scott said we could get Kris' input at the next meeting.

Sewer Infrastructure - Commissioner Gould-Faison stated she and Keith Hamm were going to look at the maps and figure out what needs to be done first. She wanted to divide the town up into quadrants and have a water and sewer advisory board so more citizens were involved in what was going on. She stated she knew asphalt couldn't be laid when temperatures are below 40 degrees and it may be the spring before any action could be taken. She knew the project would have to be bid out.

Commissioner Barcelo made a motion; seconded by Commissioner Pitchford to adjourn. Motion voted and carried unanimously.

Ellen M. Eller, Town Clerk