

Town Hall  
112 East South Main Street  
**November 07, 2018**

**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 October 2018
5. Consider approval for payment of bills made in October 2018
  - a. Approval for allocation of funds from savings to checking for payment of bills
6. Parks and Recreation Grant Update
  - a. Shade structure for park bid
  - b. Fencing
  - c. Deed Addendum
7. Citizen Concerns and Comments
  - a. Kimberly Luchynsky – Water Concerns
  - b. Kim Gray – Free Little Library Placement Approval
8. Commissioner Reports on activities in September 2018
9. Citizens Comments on Commissioner Reports – comments/questions
  - limited to 2 minutes.
10. Mayor’s remarks
11. Motion to go into Closed Session pursuant to NCGS 143-318.11(a)(3) and(6)
12. Adjourn

**The Board of Commissioners of the Town of Littleton held the regular Monthly Board meeting on Wednesday, Nov 07, 2018** at 6:30 pm at the Littleton Town Hall. Present were Commissioners Stephen Barcelo, Clara Debnam, Bonita Knight, Gerleen Pitchford, Don Spragins, Town Attorney Kris Gardner and twenty two (22) members of the public. Mayor K. Owen Scott presided over the meeting.

Mayor Scott called the meeting to order at 6:30 pm. The meeting opened with the Pledge of Allegiance. Mayor Scott followed with the invocation.

Commissioner Pitchford made the motion; seconded by Commissioner Debnam to approve the Agenda. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to table the approval of Minutes for October 2018. The motion voted and carried unanimously.

Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to table the approval of Bills for October 2018. The motion voted and carried unanimously.

**Parks and Recreation Update-** Sylvia Alston addressed the Board, stating that she has been working with Holly Barcelo to get a deed addendum added to the deed for the pocket park and asked the board to approve Attorney Kris Gardner's assistance in asking for the addendum to be corrected. Commissioner Debnam made the motion, seconded by Commissioner Barcelo to approve the assistance of Mr. Gardner, the motion voted and carried unanimously.

Mrs. Alston then confirmed with the Board that black coated galvanized fencing had been approved and it was still the Board’s intention to allow that type of fence. She asked that the fence be approved at 4ft height. She

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showed the specifications for the shade structure for the Park as created with the assistance of a contractor and refined by the building inspector. She requested that the Board approve her sending the fence and shade structure for bid. Commissioner Debnam, seconded by Commissioner Knight made the motion. It voted and carried unanimously.

Mrs. Alston requested permission to spend the funds donated by St. Albans Episcopal Church to order a picnic table and a garbage can and a picnic table and garbage can out of park funds. Commissioner Debnam made the motion, seconded by Commissioner Knight to approve. The motion voted and carried unanimously.

#### **Citizen Concerns and Comments –**

- i. Kimberly Luchynsky- Ms. Luchynsky read a statement hereby included with the minutes.
- ii. Kim Gray was not present so Commissioner Knight spoke as the Board representative for the library. The Free Lending Library had previously been approved to be placed behind the library and the approval for final placement near the benches was required. Commissioner Barcelo made the motion, seconded by Commissioner Debnam to approve placement behind the library near the benches.

#### **Commissioner Reports:**

**Street Report** – Commissioner Barcelo reported leaf pickup was continuing apace. He asked that anyone who can bag, please do so and reminded the citizens to keep leaves out of storm drains.

**Cemetery Report** – Commissioner Knight reported that the cemetery had been mowed for the last time in the year. She stated all should be quiet unless any cleanup was needed after post Holiday storms.

**Water Report** - Commissioner Debnam read the potable water report for October 2018. She then addressed phone calls and comments she has been receiving from citizens. She is aware that there are citizens who are seniors on a fixed income, citizens who have medical conditions and that the water rate increase is a hardship for a good portion of the town.

Yolanda Watson addressed the board to ask why her water bill was \$132 per month when there are three people in her household. She also informed the Board that Mr. Hamm had informed her that someone was stealing her water the last time she had a high bill.

Helena Coley asked the board what they intended to do as she only paid a portion of her bill as she could not afford a doubled bill.

Albert Patierno stated that he has a bill for 12,000 gallons when he lives alone and why the meter read another 6,000 gallons from the 16<sup>th</sup> of the month to the 29<sup>th</sup> of the month. He stated that Keith Hamm had replaced his meter but he asked what resolution would happen on his current bill.

Ronald Lee stated that he had an \$84.00 bill for September and a \$132 bill for October.

Buddy Isles Sr stated the meter should be calibrated.

Commissioner Debnam promised to look into each of these concerns as well as concerns regarding the water rate as a whole. She informed the citizens that neither she nor the rest of the Board had any solid answers yet, but that they would be looking into the problem in depth.

**Police Report** – Commissioner Pitchford read the Police Report for the month of October 2018, Town of Littleton. A copy is hereby incorporated into the minutes. She noted that a number of the burglary alarms were technical difficulties at the new ABC store. She also thanked Commissioner Knight for the funds allocated from the Cemetery to the Police Department allowing the officers to purchase new uniforms.

**Financial Report** – Mayor Scott reported that a financial report is still not available for the month of October 2018 and that the board was aware of that and working to get the administrative staff caught up.

**Mayor's Remarks** – Mayor Scott stated that he, Commissioner Spragins and the office had met with the Local Government Commission from the State Treasurers office and the Auditor.

He stated that he also had asked Randy Welch from SERCAP to do a water audit to keep track of unaccounted for water.

Commissioner Spragins put in that a very in depth audit had been requested and they hoped to have an End of Year report completed by the next meeting.

Sylvia Alston asked if the Town would be penalized. Commissioner Spragins responded that it would not be penalized by the Local Government Commission but probably would receive some penalties for unpaid bills.

Mayor Scott then stated that the Local Government Commission had informed him that the Town could not roll back the water rate increase as the Town's revenues must exceed the expenditures.

At 7:30 pm Commissioner Pitchford made the motion: seconded by Commissioner Debnam to go into Closed Session pursuant to NCGS 143-318.11(a)(3)(6) – To consult with Town Attorney and to discuss a personnel matter.

The Board returned to Open Session at 7:59 pm.

With no further business Commissioner Spragins made the motion; seconded by Commissioner Knight to adjourn the meeting at 8:01 pm. The motion voted and carried unanimously.

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Assistant Town Clerk