

TOWN OF LITTLETON

10.09.2018

Board of Commissioners 2nd Regular Meeting

The Board of Commissioners of the Town of Littleton held the second regularly scheduled work session on Tuesday, October 9th, 2018 at 6:00 pm. In attendance were Commissioners Stephen Barcelo, Bonita Knight, Gerleen Pitchford, Donald Spragins and Clara Debnam. A quorum was present. Mayor Owen Scott called the meeting to order at 6:00 pm.

Mayor Scott raised the request by Chester Williams to host a Community Celebration at the Town Parking Lot for the "Sounds of Celebration, Party at the Polls" from 4:00pm to 7:30pm on Tuesday November 6th. Mr. Williams stated they would have a DJ, a bouncy house and would give out free food during the event. He requested use of the electric at the stage and stated that he would supply his own security. Commissioner Barcelo made the motion, seconded by Commissioner Debnam to allow Mr. Williams to hold the event. The motion voted and carried unanimously.

Commissioner Barcelo stated that there is paperwork that the Town Attorney had given to Wanda Clark to create a resolution to start a festival rules committee. The item was tabled until the resolution could be found.

Chief Phillip Trivette brought up the concern of police vehicle maintenance. He explained how most of the vehicles have had problems and he is working hard to get enough vehicles on the road for all of his officers. Chief Trivette explained that he and Commissioner Pitchford had spoken to Monica Thornton with the USDA as to getting a grant for \$100,000 which would be half grant, half seven year loan. The grant would not be available until 2019. This would allow the police department to purchase two vehicles, fully outfitted. Chief Trivette explained the number of repairs and the high cost needed for the current vehicles. When Commissioner Spragins questioned if the Chief was asking for Board approval for repair costs over \$500 Commissioner Pitchford stated that vehicle repairs did not have to be approved by the Board, but he was making the Board aware of the high costs that are exceeding the budget. Mayor Scott confirmed with Commissioner Pitchford that filing for an application is not binding for the Town. Commissioner Pitchford made the motion; seconded by Commissioner Knight to begin the process of filing for the grant. The motion voted and carried unanimously.

Chief Trivette asked the Board how they want to handle security for Parking Lot Activities. He explained that every time there is an event in the parking lot that requires security from the police department that adds extra hours to the department which need to be paid as overtime or cut, resulting in a loss of coverage elsewhere. The Board agreed to put the matter of whether to charge some events for security if security from the Littleton Police before the Festival Advisory Board once it is set up. He also discussed a rotation of personnel on holidays.

Commissioner Barcelo brought up the Letter of support for Mothership Communications which is hereby attached in the minute attachments. Holly Barcelo read the letter to the Board. Commissioner Barcelo made the motion; seconded by Commissioner Debnam to approve the Letter to be signed by the mayor.

Commissioner Barcelo brought up surveillance for the Town Hall. He offered to donate a four camera system to Town Hall for safety purposes. The board discussed usage and placement of the cameras. Commissioner made the motion; seconded by Commissioner Debnam to install the surveillance system, with full access only if 2 board members are present.

Mayor Scott brought up the possibility of waiving late fees to ease the burden of the new water and sewer rates. After much discussion the board decided not to waive the late fees as they did not want to add to the confusion of the new rates.

Holly Barcelo brought up the concern of Turnkey Contractors having paid a water and sewer tap fee then hired a contractor to put the tap in. Commissioner Pitchford made the motion; seconded by Commissioner Barcelo to refund the tap fee to Turnkey Contractors. The motion voted and carried unanimously.

Keith Hamm brought before the board the matter of the tap for 143 East South Main St. It is a business that Mr. Ed Fitts has recently purchased. A water tap had been running to the building up to the point of the last update to the water line, and when the line was replaced that building was overlooked because at the time it was abandoned. Upon the request of

Wanda Clark, Mr. Hamm requested an estimate of the cost for the water tap avoiding both a concrete slab and a proposed fence. The Board decided to table the decision until they spoke to Mr. Fitts personally.

Mayor Scott brought up the question of the new name for what used to be the work session meetings and a schedule for the following year meetings. Commissioner Barcelo made the motion; seconded by Commissioner Debnam that starting January 2019 the new meetings, called Meeting A and Meeting B, are to be held the first and third Thursday at 6:30pm.

GLDP items were tabled without the presence of Buddy Isles Sr.

Commissioner Spragins brought up the possibility of bringing in Ellen Eller to help the office get the audit ready and provide financial help during the transition period. Commissioner Pitchford made the motion; seconded by Commissioner Knight to authorize Commissioner Spragins to offer a part time position to Ellen Eller, 3-5 days a week at an hourly wage of \$17.00. The motion voted and carried unanimously.

It was decided to table the Town Administrator item until a future meeting.

Commissioner Barcelo made the motion; seconded by Commissioner Knight to adjourn the meeting at 7:55 pm.

Assistant Town Clerk