

## REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held August 18<sup>th</sup>, 2016 at the Village Gym. Supervisor Stelmashuck called the meeting to order at 6:30 p.m.

**Present:** Stephen Stelmashuck, Supervisor  
John Dunham, Councilor  
Carra Watson, Councilor  
Kelly Reader, Parish Town Clerk

**Excused:** G. Richard Horning, Councilor and John Horning, Councilor.

**Also Present:** Craig Petit, Hwy Sup't; L.J. Harvey, Fire Chief; Paul Baxter, Tug Hill Rep.; Dale Chapman, Kim Harding, and Bob Genant, Town Attorney.

### APPROVAL OF MINUTES:

**July Minutes:** A motion was made by Councilor Watson, seconded by Councilor Dunham to approve the Minutes to the July Meeting as received. Roll taken...motion carried.

### SUPERVISOR'S REPORTS:

**Supervisor's Financial Reports:** The Supervisor's Financial Reports were presented to the Board and filed with the Clerk.

**September Calendar:** September 6<sup>th</sup>, 2016 Capital Improvement Vote.

**Joint Meeting:** September 8<sup>th</sup>, 2016 at 7:00 p.m.

### COMMISSION REPORTS:

**CARPP Committee:** Councilor Watson stated that she did not attend Olde Home Day. Supervisor Stelmashuck stated that he did attend and Olde Home Day and the event went well. The event gives former residents an opportunity to visit the community and catch up on news in the community.

**Emergency Services, Engineering, Public Safety, and Water:** Councilor Dunham stated that a Water Meeting is scheduled for the week of August 25<sup>th</sup>, 2016. A Public Informational Meeting will be scheduled for sometime in September.

**Budgeting and Financial Affairs:** No report until the September Regular Meeting.

**General Government & Policies:** Supervisor Stelmashuck stated that he would give a report further down on the agenda.

**Infrastructure and Public Facilities:** Councilor G.R. Horning will give a report at the September Meeting.

**Hwy Garage:** Hwy Sup't Petit stated that during the winter the ice had caused damage to the heat tape on the highway roof and caused the gutters to crack. Hwy Sup't Petit presented an estimate from JCH, Seamless Gutters, Inc. to repair the damage and to install material to prevent future damage. The cost for the repair is \$2,411.00.

A motion was made by Councilor Dunham, seconded by Councilor Watson to authorize Hwy Petit to contract with JCH Seamless Gutters, Inc. for the amount of \$2,411.00 to repair and replace the gutters at the Highway Garage. Roll taken...motion carried.

### REPORTS:

**Highway Report:** Hwy Sup't Petit gave the following report:

#### **Jobs Completed:**

12 Towns assisted in hauling 1,700 tons of runner crush for the White Road Project.

Hwy Sup't Petit suggested that the town send Bob Miller a thank you letter for allowing the town to store material on his property.

Culvert Pipes have been replaced and a few more are scheduled to be replaced.

The north side of town is in the process of being mowed. The south side of town is scheduled to be mowed next summer.

The purpose of mowing back the roads are for maintaining ownership of the legal right-of-way, to prevent drainage problems, visibility, and so manpower used is not wasted.

**Equipment Repairs:**

The 1995 International Dump Truck is still at Bob DeLong's to repair some air line leaks and a few other mechanical problems that were located. The repairs should be completed for inspection in the fall and it will be ready to haul salt.

The Highway Dept. has been requested by the village to relocate the sign in front of the Gym.

**Clerk's Report:**

Clerk Reader submitted a Clerk's Report and Dog Control Report for July, 2016.

**Assessor's Report:** No report at this time.

**CEO Report:** CEO Bennett submitted a written CEO Report for July, 2016.

**DCO Report:** Deputy DCO LaFlair submitted a written DCO Report for July, 2016.

**Planning Board Report:** Planning Board Minutes were submitted by Planning Board Clerk, Lynn Wood.

Planning Board Chair Scriber submitted a written Planning Board Report.

**Fire Chief's Report:** Fire Chief Harvey gave the Fire Report for July, 2016.

The car show went well and there were a lot of good comments on the BBQ Chicken.

**Tug Hill Circuit Rider's Report:**

Paul Baxter Tug Hill Rep. distributed flyers on an upcoming workshop on the Town Budget Process. August 30<sup>th</sup>, 2016- 7:00 p.m.-9:00 p.m.—Albion Town Hall, Altmar, NY.

August 31<sup>st</sup>, 2016- 7:00 p.m.-9:00 p.m.—Turin Community Bldg Turin,

NY.

The town's website is up to date.

The Ash Tree Spore Disease was discussed.

The Fitzgerald Nuclear Plant is changing ownership and jobs will be spared.

**CORRESPONDENCE, COMMUNICATIONS & PETITIONS:** None.

**OLD BUSINESS:**

**Natural Gas for Parish:** Supervisor Stelmashuck stated that he, Mayor Perkins, Paul Baxter, and Katie Malenowski will visit the Town of Hamilton to see how to begin the process of creating a utility. Councilor Dunham stated that it would be good to create a Utility Project in conjunction with a Water Project.

**Selection of Trash Receptacle for the front entrance of the Gym:** A motion was made by Councilor Dunham, seconded by Councilor Watson to purchase two trash receptacles. One will be placed at the entrance of the gym and the other will be placed at Central Park. The cost of each is \$360.79.

A motion was made by Councilor Dunham, seconded by Councilor Watson to purchase two Trash Can Receptacles to be placed as stated above and for \$360.79 each. Roll taken...motion carried.

**NEW BUSINESS:**

**New County Tipping Fees:** A new Tipping Fee schedule for Oswego County Transfer Stations was distributed. The new fee schedule goes into affect January 1<sup>st</sup>, 2017.

**Possibility of Purchasing External Auditing Service as a part of a Municipal Group:**

Paul Baxter stated that Tug Hill is in the process of developing a draft proposal to obtain a municipal auditing service for municipalities.

The consensus of the Board was that the proposal was worth exploring.

**Phone for Tax Collector:** More discussion will be held in budget workshops.

**White Board:** It was suggested that the CEO and Assessor maintain information on a White Dry Erase Board to inform the public of their schedules.

A motion was made by Councilor Watson, seconded by Councilor Dunham to purchase a White Dry Erase Board for the CEO and Assessor to inform the public of their schedules. Roll taken...motion carried.

**MEETING OPEN TO THE PUBLIC:**

Kim Harding stated that she lives on Ellis Carr Drive and she has an issue with the way the Hwy Dept. plows the snow.

Hwy Sup't Petit stated that he can not plow personal driveways. He is not allowed to plow his own.

Supervisor Stelmashuck stated that the town is required to plow 450 ft from the center of St. Rt. 69 as the remainder of the road has been legally abandoned.

The turn around was discussed and can not be blocked. It was determined that the road will be re-measured.

Dale Chapman stated that he had an issue with people coming out of the trailer park on Crosby Road and not stopping. Also, visibility was discussed at the trailer park on Crosby Road.

Hwy Sup't Petit will check on the visibility issue.

Also, Supervisor Stelmashuck stated that he would request the Code Enforcement Officer to check and see if a stop sign is posted at the trailer park.

Mr. Chapman asked if the 911 signs are still available.

Fire Chief Harvey stated that they were available and can be picked up at the Fire Station.

**MEETING CLOSED TO THE PUBLIC.**

**BAR APPOINTMENT:**

A motion was made by Supervisor Stelmashuck, seconded by Councilor Watson to appoint Kevin Dwyer to fill the vacancy on the BAR-term will begin immediately and expire on 9/30/2017. Roll taken...motion carried.

**APPROVAL OF BILLS:**

**General Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Watson to approve the bills to the General Fund those being claims #199 to #223 for a total warrant of \$24,804.18. Roll taken...motion carried.

**Highway Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to approve the bills to the Hwy Fund, those being claims #141 to #153 for a total warrant of \$24,254.44. Roll taken...motion carried.

**EXECUTIVE SESSION:**

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to take a 3 minute recess at 7:20 p.m. and then enter into Executive Session to discuss Personnel and Real Property. Roll taken...motion carried.

Clerk Reader and Town Attorney Genant were invited to attend.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Watson to adjourn from Executive Session to the Regular Meeting at 7:32 p.m. Roll taken...motion carried.

**Truck for Park and Cemetery Employee Use:** Hwy Sup't Petit was asked by the Board to locate a truck for cemetery and park use.

Hwy Sup't Petit stated that he found a 1995 1-ton two wheel drive truck for \$4,000.00.

The truck has 300,000 miles on it and has a flatbed and tool box on it.

It was the consensus of the Board to check with the Bookkeeper to see if funds are available to purchase the truck.

A motion was made by Councilor Dunham, seconded by Councilor Watson to adjourn at 8:40 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk