

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held May 18th, 2017 at the Village Gym. The Meeting was called to order by Deputy Supervisor Dunham at 6:30 p.m.

Present: Stephen Stelmashuck, Supervisor-6:35 p.m.
John Dunham, Councilor
G.R. Horning, Councilor
Carra Watson, Councilor
John Horning, Councilor
Kelly Reader, Town Clerk

Also Present: L.J. Harvey, Fire Chief; Craig Petit, Hwy Sup't; Doug Jordan, Planning Board Member; George Bennett, CEO; David Delaney, Bob Genant, Town Attorney; Rich Lopitz, Assessor; and Paul Baxter, Tug Hill Rep.

April Regular Minutes: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the April Minutes as received. Roll taken...motion carried.

SUPERVISOR'S REPORTS:

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

Revenue Reports: The Regular and Justice Revenue Reports were reviewed by the Board and filed with the Clerk.

June Calendar: The June Calendar will be available at the May Workshop.

COMMISSION REPORTS:

CARRP Committee: Councilor Watson stated that some of the new picnic tables have been delivered to the park. The old picnic tables will be disposed of as they are in bad shape. The 2nd Board Walk is waiting to receive the DEC Permit.

Clean-up Day: Clean-up Day will be held on June 3rd, 2017 from 7:30 p.m. to 11:00 am at Dill Pickle Alley at the Parish Town Highway Garage.

Emergency Services, Engineering & Public Safety: Councilor Dunham stated that a meeting needs to be scheduled with Supervisor Stelmashuck and Doug Miller, Engineer. Supervisor Stelmashuck stated that he would look at his schedule to see his availability. Councilor Dunham stated that he hasn't heard from the Grant Writer and grants need to be applied for.

Budgeting, Financial Affairs & Personnel: Councilor J. Horning stated he attended the Salmon Seminar in regards to Landlocked Salmon. Unfortunately, the seminar was not well attended.

It was the consensus of the Board to try and plan for additional meetings. Supervisor Stelmashuck stated that he would reach out to Mexico Officials to try and get some interest in stocking the Little Salmon River with Salmon. Supervisor Stelmashuck stated that he would like to plan a future meeting sometime this summer.

General Gov't and Policy: Supervisor Stelmashuck stated that he has received an invitation from Operation Oswego County for 6/16/2017 beginning at 8:00 am at SUNY Oswego.

Also, Supervisor Stelmashuck stated that he had received an invitation for 6/9/2017 in Oswego beginning at 9:00 am regarding the Tobacco Free Survey Results.

Shelby Cusson LaRue has organized 3 floats to be in the Memorial Day Parade. Shelby has also requested to use Councilor J. Horning's trailer and to have Hwy Dept. provide a truck.

Infrastructure and Public Facilities: Councilor G.R. Horning stated that it's critical to keep track of the gas for the mower. A new gage is needed to keep track of gas.

REPORTS:

Legislator Report: No Legislator's Report at this time.

Hwy Report: Hwy Sup't Petit gave the Hwy Report.

Hwy Sup't Petit stated that there has been a lot of maintenance on the trucks. The Hwy Department removed a tree on Bidwell Rd with the assistance of West Monroe, Hwy Department.

More turn a-rounds have been cleaned up.

Hwy Sup't Petit stated that the 2004 truck is in need of repair and had obtained a quote from Whitesboro Springs for \$3,400.00.

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to authorize Whitesboro Spring repair the 2004 Hwy Truck for the amount of \$3,400.00. Roll taken...motion carried.

The Gradall upper front seal had to be replaced. The Highway men are very pleased with the machine.

The 1979 Bantam was weighed for scrap and scrap price is \$2,000.00. Therefore, it was the consensus of the Board to place a \$2,000 reserve when placed out for bid. Also, two garage doors will also be placed out for bid.

Clerk's Report: Clerk Reader gave the Clerk's Report and Dog Control Report for April, 2017.

Assessor's Report: Assessor Lopitz stated that the majority of April he spent getting ready for the tax roll. Assessor Lopitz stated that he has been sitting with the Tentative Roll. Around 2-3 taxpayers came each time to discuss their assessment while he was sitting with the roll.

Grievance Day has been scheduled on May 23rd, 2017 from 5pm-9pm.

CEO Report: CEO Bennett submitted a written report and stated that he didn't have much more to report other than what was on the report.

DCO Report: No report at this time.

Planning Board Report: The Planning Board Minutes were submitted for April, 2017.

Fire Chief's Report: Fire Chief Harvey gave the Fire Report for April, 2017.

Fire Chief Harvey thanked the Town Hwy Dept. and the Board for allowing the Fire Dept. to borrow the barricades.

Tug Hill Circuit Rider Report:

Paul Baxter gave the following Tug Hill Report:

The Tug Hill Commission's directors and Executive Director, Katie Malinowski met with the leaders of each of the Councils of Governments in the Tug Hill Region on Thursday, May 4th in Lorraine.

There will be a workshop for planning boards on project review to take place Tuesday, May 23rd at 5:30-7:30 p.m. at the Constantia Town Hall, good for two hours training credit. ZBA Members are welcome.

Paul attended the CNYREDC Meeting on Thursday, April 20, in Auburn. Paul returned to Auburn on May 8th, to attend the CNYREDC Workshop on Consolidated Funding Application (CFA) applications.

The Tug Hill Commission is considering a review and update of its 2011 white paper, Property Taxes in the Tug Hill Region. The decision depends on if town and villages would find that interesting and useful. The paper is available on the Tug Hill Website, www.tughill.org, under Publications and Resources-White Papers-Issue Papers.

Paul has posted the tentative 2017 tax roll on the town web site. This serves as the Assessment Roll for the Village as well.

Paul would like to know if anyone has suggestions or proposed changes, now that everyone has had a chance to review the proposed RFP for shared Municipal Auditing Services and the list of potential sources.

Paul has been working on scanner/printer/copier issues at the Town and Village Offices.

Paul will be attending a NYS Association of Towns Seminar this Friday regarding the Countywide Shared Services Initiative that Towns and Villages are currently addressing.

Per prior discussion, Paul has renewed the Town/Village Shared E-mail Service and the domain name associated with it.

Paul assisted the Hwy Sup't with several spreadsheets issues used to track employee hourly accruals.

Paul also assisted the Clerk with a spread sheet of Town Property Data to aid with the Water Survey Mailings.

OLD BUSINESS:

Appoint 2017 Dog Enumerator: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to appoint Mike Wade and Desiree Wade to the position of Dog Enumerators, 2017 effectively immediately. Roll taken...motion carried.

Contract with the City of Oswego for Dog Boarding: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to authorize the signing of the Contract with the City of Oswego for Dog Boarding Services. Roll taken...motion carried.

Contract with G&G Municipal Consulting & Grant Writing for MHI Survey: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to authorize the signing of the contract with G&G Municipal Consulting & Grant Writing for MHI Survey pending review and approval by the Town Attorney. Roll taken...motion carried.

NEW BUSINESS:

Rural Cemeteries: Discussion was held regarding maintaining the rural cemeteries as Memorial Day is fast approaching. A centralized Cemetery Board was discussed. A motion was made by Councilor J. Horning, seconded by Councilor Dunham to authorize Casey Rowe and Chris Scriba to mow the rural cemeteries. The work should be completed during the Highway Department's work hours. Roll taken...motion carried. .

MEETING OPEN TO THE PUBLIC:

Discussion was held regarding Valley Gate/St. Mary's Road issue. Supervisor Stelmashuck stated that the Board was going to continue to work on the issue. The Board directed Hwy Sup't Petit to pull the St. Mary's Road sign as 911 has the road dedicated as Valley Gate. This will prevent any confusion in the event of an emergency. The Board will continue to look into Minimum Maintenance Road requirements and consider the best option to address the problem.

Doug Jordan asked the Board which machine did the Hwy Sup't recommend to replace the Bantam.

Supervisor Stelmashuck responded the Hwy Sup't stated the machine from the Town of Richland for \$15,000.00. Supervisor Stelmashuck also explained it was the consensus of the Board was to look for something bigger that would better serve the Hwy Dept.

Doug asked if the Town had the additional money to spend to purchase the Gradall for \$50,000.00 without going in the hole.

Supervisor Stelmashuck responded that the Board made the final decision and the Town felt that it could be purchased without the Town going into debt.

APPROVAL OF BILLS:

General Fund: A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to approve the claims to the General Fund, those being claims #113-#132 for a total warrant of \$16,107.00. Roll taken...motion carried.

Highway Fund: A motion was made by Supervisor Stelmashuck, seconded by Councilor G.R. Horning, to approve the claims to the Highway Fund, those being claims #100-#124 for a total warrant of \$56,783.63. Roll taken...motion carried.

EXECUTIVE SESSION:

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to take a 3 minute recess at 7:16 p.m. and to enter into Executive Session to discuss personnel. Roll taken...motion carried.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to adjourn Executive Session at 7:30 p.m. Roll taken...motion carried.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to accept the CEO Job Description as presented and reviewed by Attorney Genant. Roll taken...motion carried.

A motion was made by Councilor Dunham, seconded by Councilor Watson to adjourn at 7:40 p.m. Roll taken...motion carried.

Respectfully,

Kelly Reader
Parish Town Clerk