

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held October 19th, 2017 at the Village Gym. The Regular Meeting of the Parish Town Board was called to order at 6:30 p.m. by Supervisor Stelmashuck

Present: Stephen Stelmashuck, Supervisor
John Dunham, Councilor
John Horning, Councilor
Kelly Reader, Town Clerk

Excused: G.R. Horning, Councilor, Carra Watson-Porter, Councilor

Also Present: L.J. Harvey, Fire Chief; Craig Petit, Hwy Sup't; Doug Jordan, PL Brd Member; Scot Martin, Preston Martin, Diane Spaziani, Steve Isabell, Rich Lopitz, Assessor; Dan Burns, Bookkeeper; George Bennett, CEO; Paul Baxter, Tug Hill Rep; Kevin Dwyer, PL Brd Member; Graham Seiter, Attorney; Dale Chapman., and Erin Barger.

APPROVAL OF MINUTES:

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

SUPERVISOR'S FINANCIAL REPORTS:

Supervisor's Financial Report: The Supervisor's Report was reviewed and filed with the Clerk.

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

November Calendar: Waived.

COMMISSION REPORTS:

CARPP Report: The Halloween Parade and Christmas Tree Lighting Ceremony are some of the upcoming events.

Emergency Services, Engineering, Public Safety & Water: Councilor Dunham reported that an Informational Water Meeting was held on October 3rd with around 130 in attendance. More data is being collected that is needed to move forward.

The grant writer is putting together a Low Income Survey and it should be mailed out on Friday the 20th.

The Income Survey is needed to secure grants to aid with the Water Project Funds. Special Legal Council on the Water project was discussed.

Budgeting, Financial Affairs, and Personnel: Councilor J. Horning stated that he had no report at this time other than the Board has been working on the Budget for 2018.

Infrastructure & Public Facilities:

Councilor G.R. Horning was excused therefore, there was no report.

REPORTS:

Legislator's Report: No report at this time.

Hwy Sup't Report:

Hwy Sup't Petit stated that the Highway Department has hauled in the sand for winter. They have also been working on sanders and they should be in good shape for the next 2-3 years before more money needs to be allocated toward them.

Trees and limbs have been removed from roads due to the recent wind storm.

Mowing County Roads was discussed. Councilor J. Horning stated that he had concerns regarding the excess mower use.

The Board stated that they would take a look at the contract with the County to see what the Town was getting paid for the mowing of County Roads.

Clerk's Report: Clerk Reader submitted the Town Clerk's Report and Dog License Report for September, 2017.

Assessor's Report: Assessor Lopitz stated that there was a Small Claims Assessment Case that was thrown out because the correct procedures were not followed. Building Projects are still being added to next year's tax roll. Exemptions need to be filed by March 1st for the 2018 Tax Roll.

CEO Report: CEO Bennett gave the CEO Report.

DCO Report: No report at this time.

Planning Board Report: Minutes were submitted by PL Brd Clerk, Wood.

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

Tug Hill Circuit Rider's Report:

Paul Baxter Tug Hill Rep. gave the following report:

Paul attended the County Emergency Management Office Kickoff Meeting for the Mitigation Plan Updated on Wednesday, September 27, at 5:30 p.m. at CITI-BOCES in Mexico. There is a tentative plan for a meeting for the central group (which he thinks includes Parish) on Monday, October 30th at 6:00 p.m. at the Amboy Town Hall.

Paul has an Annual Comparison Salary Sheet for Oswego County Towns in various categories. Also, Paul distributed a Budget Salary Comparison Sheet for Northern Oneida County.

Tug Hill Commission is planning its Annual Meeting and dinner on Thursday, Nov 2 at e Boonville VFW. Plans are currently underway for a fall meeting of the Salmon Rivers of Council of Governments.

Also, Paul met with Highway Sup't Petit to assist him with some computer issues.

CORRESPONDENCE, COMMUNICATIONS & PETITIONS:

Invitation from NYS Tug Hill Commission.

Letter from Amy O'Hara-October 28th beginning at 11:30 am, the Halloween Parade will be held.

Letter from Nelson Law Firm and Local Law from the Town of Mexico.

Letter from NYS Dept. of Financial Services.

Flyer from Pathfinder Bank.

Flyer from State Senator Ritchie.

OLD BUSINESS:

Vacancy on ZBA: This is a Village Vacancy and Fred Swartz has agreed to temporarily serve on the ZBA until the vacancy can be filled.

ZBA Chair: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to appoint Mike Mueller as ZBA Chair to fill the vacancy until 12/31/2017. Roll taken...motion carried.

ZBA Alternate: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to advertise for the vacant ZBA Alternate Position. Roll taken...motion carried.

2018 McFee Ambulance Contract: McFee Ambulance has requested an increase of \$171.86. Consideration of adopting or amending will be at the Public Hearing on November 9th. Total amount requested is \$17,353.93.

Meeting to Begin to Update the County Emergency Management Plan: A meeting was held on September 27th at BOCES. The next meeting will be held October 30th, 2017 at the Amboy Town Hall beginning at 6:00 pm.

New Use of Facilities Form Recommended by NYMIR: The Town has implemented the form.

New Notice of Hwy Defects Recommended by NYMIR: This policy has been implemented by the Town.

New Harassment Prevention Policy Recommended by NYMIR: Pending.

NEW BUSINESS:

Set Public Hearing to override the Tax Cap: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to set a Public Hearing on November 9th, 2017 beginning at 6:30 p.m. for the purpose of consideration to pass a local law to override the Tax Cap for the 2018 Budget with a Special Meeting to immediately follow to consider adopting Local Law #1 of 2017 to override the Tax Cap. Roll taken...motion carried.

Set 2018 Budget Public Hearing: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to set a Public Hearing on the 2018 Budget, the McFee Ambulance Contract, and the Parish Fire Company Contract on November 9, 2017 beginning at 6:45 p.m. with a Special Meeting to immediately follow to consider adoption or amendment of the 2018 Budget, 2018 McFee Ambulance Contract, and the 2018 Parish Fire Company Contract. Roll taken...motion taken.

Insure Town Cemeteries:

Discussion was held regarding providing more insurance coverage on the Town's cemeteries.

It was the consensus of the Board not to add additional coverage at this time due to the fact that current coverage covers liability. Insurance will not cover damage to stones and will have a deductible for fences, etc.

Request from RMO: Discussion was held regarding removing Town Records from Town Offices. It was strongly recommended by the Comptroller's Office that it is not a good policy and that all records should be stored and maintained in the Town Offices. A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to adopt a policy that all Town Records not be removed from Town Offices. Roll taken... motion carried.

MEETING OPEN TO THE PUBLIC:

Steve Isabell was present to discuss a road frontage issue that he has on Dimon Road. Currently, the road frontage requirement is 220 feet. Mr. Isabell would like to build a pole barn to house his equipment and he lacks road frontage to obtain a building permit. Mr. Isabell was instructed to attend the Planning Board Meeting on October 23rd beginning at 6:30 p.m. to find out how to proceed.

Extending the current road was discussed. Attorney Seiter stated that it is extremely difficult to obtain a variance due to the fact you have to meet a number of requirements to obtain one.

Discussion was held regarding CEO Bennet's hours as it was discussed that he was going to have 10-Office Hours and 10-Field Hours.

Erin Barger asked if the Public Hearing was going to be on the 2018 Budget on November 9th at 6:30 pm.

Supervisor Stelmashuck responded that the Public Hearing at 6:30 pm. will be on overriding the Tax Cap for the 2018 Budget and the Public Hearing on the Budget will follow.

Dale Chapman asked about the cost of the grant writer.

Supervisor Stelmashuck responded that the cost is a little over \$3,000.00.

The amount for administration fees are built into the grant applications along with fees for engineering.

Hwy Sup't Petit discussed legalizing turn-a-round and establishing legal rights of way. The attorney will look into the matter further.

Also, a fence has been placed on Carr Drive that is going to create an issue for the plows. The Attorney will also look into the issue.

No Parking Signs were discussed as there has been a request for one on Carr Drive.

Hwy Sup't Petit stated that he advertised implementing "No Parking" on Town Roads. Hwy Sup't Petit stated that if he places signs on one road, he would have to do it on all Town Roads and that would become costly for the Town.

The Income Survey was discussed regarding the amount the Town and Village would each pay. The total estimated cost would be around \$9,000.00. The Village has requested to pay 1/3 of the cost as they feel that the remaining should be paid by the Town.

Also, Councilor Dunham stated that he would be attending a seminar in Albany on November 13th & 14th on local government consolidation.

Scot Martin stated that it's his understanding that there have been some complaints that he has people living in campers on his residence on Kipp Road. Mr. Martin stated that he collects campers and an individual is residing in a camper on a very temporary basis. Mr. Martin stated that he doesn't want to here about any more complaints or he will take legal action.

MEETING CLOSED TO THE PUBLIC.

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 #238-#256 for a total warrant of \$38,455.57. Roll taken...motion carried.

Highway Fund:

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to approve claims to the Highway Fund, those being claims #227-#251 for a total warrant of \$16,157.36. Roll taken...motion carried.

EXECUTIVE SESSION:

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to enter into Executive Session at 7:57 pm taking a 3 minute recess to discuss Personnel and Collective Bargaining. Roll taken...motion carried. Attorney Seiter was invited to attend.

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to adjourn from the first portion of Executive Session at 8:55 p.m. Roll taken...motion carried. CEO Bennett was invited to attend the first portion of Executive Session.

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to enter into the second portion of Executive Session at 9:00 p.m. inviting Clerk Reader, Hwy Sup't Petit, PL Brd Members, Kevin Dwyer and Doug Jordan to attend the second portion of Executive Session. Roll taken...motion carried.

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to adjourn from the 2nd portion of Executive Session at 9:30 pm. Roll taken...motion carried.

A motion was made by Councilor J. Horning, seconded by Councilor Dunham to adjourn at 9:38 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk