

AUGUST 9, 2018 OFFICIAL MINUTES

The Lorraine Town Board opened their monthly meeting at 7:01 pm at the Municipal Building.

Present were: Town Supervisor Vince Moore, Councilman David Johnson, Councilman Joe Hodges, Councilman Gordon Hutton, Councilman Lester Hobbs, Highway Superintendent Joe Wasilewski and Town Clerk/Tax Collector Melinda Milne.

Citizens present were: Liz Bush from Bowers & Co., Kay Chapman and Angie Kimball from Tug Hill Commission and Marty Tokos.

The Pledge of Allegiance was led by Supervisor Moore.

CITIZENS RECOGNITION:

The Town Board acknowledged the citizens present.

Liz Bush from Bowers & Co. was in attendance to summarize the findings from the financial review. Ms. Bush provided the Board with a copy of the report from the agreed upon procedures engagement for the year ending December 31, 2017. Ms. Bush explained the findings and recommendations.

Angie Kimball, CTHC Circuit Rider stopped in to say "Hello".

Kay Chapman from Tug Hill provided the August 2018 Tug Hill Report to the Board. Any groups interested in setting up a clean-up event can contact Jenn Harville at the Commission office at 315-785-2392. The NYS DEC "Trees for Tribs" grant program supports efforts to reforest New York's small creeks and streams. Applications are due Sept. 7. Drinking water infrastructure projects are eligible to receive grants of either 60% of eligible costs or \$3 million and Intermunicipal Clean Water and Drinking Water projects may receive up to \$10 million or 40% of eligible costs, whichever is less. For grant applications and more information: www.efc.ny.gov. Applications are due 9/7. The 2019-19 Justice Court Assistance Program grants are now available. Deadline is 10/11. The fall meeting of the CTHC has been scheduled for Thurs. 9/27 at the Steak and Brew in Turin.

COMMUNICATIONS & PETITIONS:

- Village of Sackets Harbor sent an invitation to a "Community Resiliency Workshop" Aug. 15th.
- Thomas Leaf & Katherine Berry sent an inquiry letter regarding plowing on a minimum maintenance road.
- BOCES sent information regarding "Reasonable Suspicion Training & Awareness" as mandated by DOT.
- NYS Real Property sent the final state equalization rate for the 2018 assessment roll for the Town which is 100%.
- NYS Board on Electric Generation sent a notice regarding the Deer River Wind Energy Project.
- Deer River Wind Farm sent a Notice of Proposed Stipulations.
- CTHC sent their August 2018 Announcements.

ENFORCEMENT OFFICER: John Howland was not present but sent an update to Supervisor Moore and provided a report to the Board.

HEALTH OFFICER: The Town Clerk reported no new updates.

ASSESSOR: No new updates from Mr. Rounds. Per communication from Real Property the equalization rate is now at 100%.

PLANNING BOARD: Marty Tokos provided his report on actions of the Planning Board.

ZONING BOARD OF APPEALS: No new updates. Mr. Wasilewski did advise Mr. Waite to see the Town Clerk for his Oath of Office. Mr. Wasilewski advised he will act as chair if needed in the future.

COMMITTEES:

- Cemetery-Supervisor Moore advised work has continued including burials and foundation work. Driveway improvements were completed by the Hwy Dept.
- Communities-Councilman Hobbs advised the flowers have been planted under the sign at the Municipal Bldg. A new playground sign has been installed. There have been some issues with the weeds in the stone. He is investigating alternatives to the stone.
- Special Projects-Councilman Hutton advised the sealing and marking of the municipal parking lot is completed. In addition, he looked at the fuel tank at the Old Town Barn. It does have product in it. Supervisor Moore will get in touch with an engineer to investigate further. There was a discussion about when the driveway would need to be sealed again.
- Grants-Councilman Hodges advises no new updates.
- Buildings-Councilman Johnson advised the fire alarm and camera system are up and running. He will get in touch with STAT as we are owed a credit. The maximum occupancy sign has been installed. The door at the Old town Barn has been repaired. The electric was inspected in the building at that time. Councilman Johnson is recommending a timer be put on the exhaust fan in the barn to help with moisture and a new “man” door is recommended to secure the building.

APPROVAL OF TOWN CLERK MONTHLY REPORT:

The Town Clerk Monthly Report for July was presented to the Board for their review. **MOTION #73 OF 2018** was made by Councilman Hodges and seconded by Councilman Hobbs to accept the report. All present were in favor. Motion was carried.

APPROVAL OF MINUTES:

The July 12, 2018 Town Board Minutes were reviewed. **MOTION #74 OF 2018** was made by Councilman Hobbs and seconded by Councilman Hutton to accept the minutes as submitted. All present were in favor. Motion was carried.

UNFINISHED BUSINESS:

1. Truck payment options. There was a discussion regarding the process and options; bond note vs. lease.

RESOLUTION #21 OF 2018 BOND RESOLUTION

Resolution #21 of 2018 represents a resolution authorizing the issuance of serial bonds, a statutory installment bond or installment purchase agreement for the purchase of a 2018 International Tandem Axle Truck with plow for an amount not to exceed \$250,000. **MOTION #75 OF 2018** was made by Supervisor Moore to introduce Resolution #21 and seconded by Councilman Hobbs. All present were in favor. Motion was carried. The Town Clerk will post as required.

NEW BUSINESS:

1. Petty cash: Town Clerk advised replenishing is needed for postage stamps and office supplies.
2. Hwy Supt.: Mr. Wasilewski provided a summary of topics to be discussed.
 - Mr. Wasilewski advised the Board of his CHIPS Plan via email. There was a discussion regarding using CHIPS funding to purchase equipment.
 - Mr. Wasilewski would like to purchase a York Rake if NYS authorizes CHIPS money can be used for its purchase. **MOTION #76 OF 2018** was made by Councilman Hodges and seconded by Councilman Johnson for Mr. Wasilewski to purchase the York Rake if CHIPS money can be used. All present were in favor. Motion was carried.
 - Miller Road work is continuing.
 - Mr. Wasilewski provided pictures for the website to Supervisor Moore.
 - New Radios/Radio System. After December there will no longer be a 40% discount. Mr. Wasilewski recommends purchasing hand held radios. He estimates the cost at \$10,000.
 - Mr. Wasilewski updated the Board on completed and pending projects by the Hwy Dept.
 - The Fall Hwy Supt Conference is at the Turning Stone from Sept. 17-20th.
3. Dept. Head Budget Worksheets will be forwarded soon by Supervisor Moore.
4. NYMIR Survey results were reviewed and discussed by the Board.
5. Purchasing policy amendments were provided and reviewed by the Board. **MOTION #77 OF 2018** was made by Supervisor Moore and seconded by Councilman Johnson to accept the purchasing policy amendments. All present were in favor. Motion was carried.
6. National Grid Audit has been performed. Supervisor Moore reviewed with the Board. He will sign and return.
7. September 13th Primary falls on the September Board Meeting date. The Board decided to move the Board meeting to Wednesday Sept. 12th at 7:00. The Town Clerk will post on bulletin board and notify newspaper.
8. **RESOLUTION #19 OF 2018 APPOINTMENT OF THE BOARD OF ASSESSMENT REVIEW**
Whereas, the Town of Lorraine shall establish a Board of Assessment Review (BAR) in accordance with New York Real Property Tax Law §523 and Whereas the staggered term of service allows for continuity on the BAR and; Whereas Resolution #9 of 2018 appointed Mr. Roland Edmunds to a term ending September 30 2018, Be it hereby Resolved the following citizen is appointed to the Board of Assessment Review effective September 30, 2018 for the following term of service:
Roland Edmunds residing at 5870 Co Rte. 97, Lorraine, NY for a term ending September 30, 2023

MOTION #78 OF 2018 was made by Supervisor Moore to introduce Resolution #19 and seconded by Councilman Hobbs. All present were in favor. Motion was carried.
9. **RESOLUTION #20 OF 2018**
Whereas the Highway Superintendent has provided his expectation of increased CHIPS appropriations and revenue for fiscal year 2018, and Whereas in accordance with NYS Town Law

§ 119, no fund and no appropriation account shall be overdrawn, Now therefore be it Resolved, the Supervisor be and hereby is authorized to make the following budgetary transfer:

HIGHWAY FUND

Increase appropriation fund DA51122.03.002.00, CHIPS by \$102,000 to a total of \$191,000

Increase revenue fund DA3501.03.000.00, CHIPS by \$102,000 to a total of \$191,000

MOTION #79 OF 2018 was made by Supervisor Moore to introduce Resolution #20 and seconded by Councilman Hodges. All present were in favor. Motion was carried.

10. Notice of Claim. The Board reviewed the attorney correspondence.

11. Financial Statements for July 2018 were provided and reviewed.

12. Executive session-Negotiations. **MOTION #80 OF 2018** was made by Councilman Johnson to enter executive session at 9:21 pm to discuss negotiations. All present were in agreement. The Board allowed the Town Clerk to remain and take minutes. **MOTION #81 OF 2018** was made by Councilman Hobbs to exit the executive session at 10:01 pm. All present were in favor. Motion was carried.

BALANCES ON ACCOUNTS:

Highway: \$646,415

General: \$323,971

AUDIT & AUTHORIZATION OF BILLS:

Councilman Johnson advised STAT will owe the Town a credit. He will call to arrange.

The Board approved payment of General Abstract #8 of 2018 comprised of vouchers 2616-2617, 2619, 2622, 2624-2634, 2648-2650 with a total of: \$14,942.86.

The Board approved payment of Highway Abstract #8 of 2018 comprised of vouchers 2616, 2618, 2635-2647, 2651-2658 with a total of: \$18,794.70.

The Board approved payment of Street Lighting Abstract #8 of 2018 comprised of voucher 2623 with a total of: \$167.32.

MOTION #82 OF 2018 was made by Councilman Hobbs and seconded by Councilman Hutton to accept and pay the bills as submitted. All present were in favor. Motion was carried.

ADJOURNMENT:

MOTION #83 OF 2018 was made by Councilman Hutton and seconded by Councilman Hodges to adjourn the meeting at 10:05 pm. All present were in favor. Motion was carried.

Respectfully submitted:

Melinda Milne
Town Clerk/Tax Collector