

## **FEBRUARY 14, 2019 UNOFFICIAL MINUTES UNTIL MARCH MEETING**

The Lorraine Town Board opened their monthly meeting at 6:30 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: Kay Chapman from Tug Hill and Marty Tokos.

The Pledge of Allegiance was led by Supervisor Moore.

### **CITIZENS RECOGNITION:**

The Town Board acknowledged the citizens present.

Kay Chapman from Tug Hill provided the February 2019 Tug Hill Announcements to the Board. The AOT Annual Meeting and Training School is scheduled for Feb 17-20<sup>th</sup>. The Tug Hill Commission's 30<sup>th</sup> Annual Local Government Conference will be held March 28<sup>th</sup> at JCC. For more information: [www.tughill.org/lgc2019](http://www.tughill.org/lgc2019). The NYS Urban Forestry Council has funding currently available for a 2019 Arbor Day tree planting event. Grants of up to \$1000 will be awarded to communities or non-profits that work in partnership to celebrate Arbor Day 2019. To be considered for a grant or for more information: <http://nysufc.org/>.

### **COMMUNICATIONS & PETITIONS:**

- Prosachik Law Firm sent a letter advising of their continued interest to address the Town's legal needs.
- Laberge Group sent a survey regarding grants.
- Historical Association of South Jefferson sent their Jan-Feb 2019 Newsletter.
- NYS Dept. of State Building Standards sent email correspondence regarding annual reports.

**ENFORCEMENT OFFICER:** No new updates.

**HEALTH OFFICER:** The Town Clerk reported no new updates.

**ASSESSOR:** No new updates.

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

**ZONING BOARD OF APPEALS:** No new updates.

### **COMMITTEES:**

- Cemetery-No new updates.
- Communities-Councilman Hobbs advised he is filling out the KaBoom application for potential playground grant opportunities.
- Special Projects-No new updates.
- Grants-Supervisor Moore advised he passed on the Forestry Grant information to Councilman Hodges.

- Buildings-Councilman Johnson advised Mr. Wasilewski obtained estimates for an overhead door in the hwy dept. He would like to wait until before next winter to complete the project. There was a leak in the Fire Dept ceiling. Councilman Johnson feels this was due to high winds and blowing snow as the problem has resolved itself.

**APPROVAL OF TOWN CLERK MONTHLY REPORT:**

The Town Clerk Monthly Report for January was presented to the Board for their review. **MOTION #14 OF 2019** was made by Councilman Johnson and seconded by Councilman Hobbs to accept the report. All present were in favor. Motion was carried.

**APPROVAL OF MINUTES:**

The January 10<sup>th</sup> Town Board minutes were reviewed. There was a recommendation for an amendment to state the Town Board approved the Planning Board's Annual Report. **MOTION #15 OF 2019** was made by Councilman Hobbs and seconded by Councilman Johnson to accept the minutes with the agreed upon amendment. All present were in favor. Motion was carried.

**UNFINISHED BUSINESS:**

1. Solar Law. The Planning Board is to start working on the draft.

**NEW BUSINESS:**

1. Petty cash: Replenishing is needed for postage and envelopes.
2. Hwy Supt.:
  - Mr. Wasilewski advised E&V Energy has started delivering.
  - He is looking into getting rubber mats through Unifirst.
  - There was a discussion regarding the night differential and other payroll issues.
  - Mr. Wasilewski supplied Councilman Johnson with a new quote for the radios.
  - Mr. Wasilewski discussed various repairs completed on trucks/equipment.
  - 284 Agreement was completed and provided to the Board. **MOTION #16 OF 2019** was made by Councilman Hobbs and seconded by Councilman Johnson to accept the 284 agreement. All present were in favor. Motion was carried.
  - Personnel Policy changes were discussed and reviewed. Supervisor Moore will update and forward to the Board.
  - Mr. Wasilewski discussed an equipment replacement schedule.
3. Special Meeting for the audit of the Town Supervisor 2018 Annual Report is scheduled for Feb. 28<sup>th</sup> @ 6:30 pm.
4. Contracts/MOU. Supervisor Moore discussed the annual contracts for Municipal Building Housekeeping/Cleaning and Lorraine/Worth Senior Citizens. **MOTION #17 OF 2019** was made by Councilman Johnson and seconded by Councilman Hobbs to forward the contracts to the respective parties. All present were in favor. Motion was carried.
5. **RESOLUTION #9 OF 2019  
BUDGET AMENDMENT**

**MOTION #18 OF 2019** was made by Supervisor Moore to introduce Resolution #9 and seconded by Councilman Johnson. All present were in favor. Motion was carried.

6. **RESOLUTION #10 OF 2019**

**DATE FOR HEARING OF COMPLAINTS IN RELATION TO ASSESSMENTS**

**MOTION #19 OF 2019** was made by Supervisor Moore to introduce Resolution #10 and seconded by Councilman Hodges. All present were in favor. Motion was carried.

7. **RESOLUTION #11 OF 2019**

**SNIRT AGREEMENT 2019**

**MOTION #20 OF 2019** was made by Supervisor Moore to introduce Resolution #11 and seconded by Councilman Hobbs. All present were in favor. Motion was carried.

8. Hgwy. Dept. Radio purchase. The quote was reviewed and discussed. **MOTION #21 OF 2019** was made by Councilman Hobbs and seconded by Councilman Johnson to move forward with the purchase of the radios. All present were in favor. Motion was carried. Mr. Wasilewski will complete the required paperwork.

9. Supervisor Moore advised the Board he has an upcoming meeting on the 19<sup>th</sup> regarding court consolidation with the Town of Worth. He will keep the Board updated.

10. Supervisor Moore advised no dates have been setup yet for the sexual harassment training.

11. **RESOLUTION #12 OF 2019**

**TOWN BOARD MEETINGS**

**MOTION #22 OF 2019** was made by Councilman Hobbs to introduce Resolution #12 and seconded by Councilman Johnson. All present were in favor. Motion was carried.

12. Financial Statements for January 2019 were provided and reviewed.

**BALANCES ON ACCOUNTS:**

Highway: \$ 758,446 (Not Closed)

General: \$ 337,085 (Not Closed)

**AUDIT & AUTHORIZATION OF BILLS:**

The Board discussed the Teamster Invoices for HRA Accounts in regards to funding fully for 2019 vs. paying in monthly installments as invoiced. Supervisor Moore asked Mr. Wasilewski if any employees had a situation where the annual funding may be needed. Mr. Wasilewski advised there was not. The Board opted to continue monthly installments.

The Board approved payment of General Abstract #2 of 2019 comprised of vouchers 2894-2895, 2906-2907, 2943-2955, 2958-2963, 2967 with a total of: \$28,810.70.

The Board approved payment of Highway Abstract #2 of 2019 comprised of vouchers 2892-2893, 2896-2897, 2911-2942, 2964 with a total of: \$188,645.14.

The Board approved payment of Street Lighting Abstract #2 of 2019 comprised of voucher 2910 with a total of: \$263.25

The Board approved payment of Fire Abstract #1 of 2019 comprised of vouchers 2956-2957 with a total of: \$50,100.00

**MOTION #23 OF 2019** was made by Councilman Johnson and seconded by Councilman Hobbs to accept and pay the bills including an additional Unifirst bill in the amount of \$668.83. All present were in favor. Motion was carried.

**ADJOURNMENT:**

**MOTION #24 OF 2019** was made by Councilman Hobbs and seconded by Councilman Hutton to adjourn the meeting at 8:26 pm. All present were in favor. Motion was carried.

Respectfully submitted by:

Melinda Milne  
Town Clerk/Tax Collector