

## **JANUARY 10, 2019 UNOFFICIAL MINUTES UNTIL FEBRUARY MEETING**

The Lorraine Town Board opened their monthly meeting at 7:00 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, Gary Stinson, John Howland and Marty Tokos.

The Pledge of Allegiance was led by Supervisor Moore.

### **CITIZENS RECOGNITION:**

The Town Board acknowledged the citizens present.

Marty Tokos inquired about accepted practices with the budget as it relates to fund balances.

Kay Chapman from Tug Hill provided the Tug Hill Report to the Board. The AOT Annual Meeting and Training School will be Feb. 17-20. For more information: [www.nytowns.org](http://www.nytowns.org). NYS Archives is accepting applications for the 2019-2020 Local Government Records Management Improvement Fund. The deadline is Jan. 28<sup>th</sup>. For a webinar on the process: [http://www.archives.nysed.gov/grants/grants\\_lgrmif.shtml](http://www.archives.nysed.gov/grants/grants_lgrmif.shtml). The Tug Hill Commission has recently added a calendar to their website which lists all the various training and grant announcements. You can visit the website at: <http://www.tughill.org/publications/grants-and-training-calendar/>.

### **COMMUNICATIONS & PETITIONS:**

- AOT sent information on the 2019 Training School and Annual Meeting being held Feb. 17-20.
- Nelson Law Firm sent a letter advising they are interested in providing legal services.
- Avangrid Renewables sent a Notice of Submission of Application for the Deer River Wind Farm Project.
- Mark Rust sent information on his services as a family & children's performer.

**ENFORCEMENT OFFICER:** John Howland was present and discussed open cases. He provided his 2018 Annual Report to the Board.

**ASSESSOR:** No new updates.

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

**PLANNING BOARD:** Marty Tokos provided his 2018 Annual Report and report on actions of the Planning Board. There was a discussion regarding the preparation of a draft Solar Power Local Law. Mr. Tokos inquired about using a consulting firm for the issue.

**ZONING BOARD OF APPEALS:** Mr. Wasilewski advised Mr. Cronk will be forwarding an Annual Report.

### **COMMITTEES:**

- Cemetery-Supervisor Moore advised some foundation work has been scheduled for the spring.

- Communities-Councilman Hobbs advised no updates.
- Special Projects-Councilman Hutton advised no updates. He will be working with Mr. Tokos regarding a draft Solar Law.
- Grants-Councilman Hodges advised no updates. He would like to investigate any opportunities for a salt shed.
- Buildings-Councilman Johnson advised there were some issues with the fire alarm panel. STAT made the appropriate repairs. There was a problem with the heating in the building. Siemens made the necessary repairs. JR Electric completed the rewiring for the generator.

**APPROVAL OF TOWN CLERK MONTHLY REPORT:**

The Town Clerk Monthly Report for December was presented to the Board for their review. **MOTION #1 OF 2019** was made by Councilman Hobbs and seconded by Councilman Johnson to accept the report. All present were in favor. Motion was carried.

**APPROVAL OF MINUTES:**

The December 13<sup>th</sup> Town Board minutes were reviewed. **MOTION #2 OF 2019** was made by Councilman Hodges and seconded by Councilman Johnson to accept the minutes as submitted. All present were in favor. Motion was carried.

**ANNUAL APPOINTMENTS:**

1. Appointment of officers: John Howland was appointed Enforcement Officer for a two-year term, David Johnson was appointed Deputy Town Supervisor, Debra LaRock was appointed Deputy Town Clerk, Bilkey Moore was appointed Town Historian and Joe Wasilewski was appointed Drug & Alcohol Compliance Officer.
2. Committee appointments:
  - a. Cemetery: Vince Moore
  - b. Buildings: David Johnson
  - c. Special Projects: Gordon Hutton
  - d. Community-(Playground, Youth Program, Use of Town Bldgs.): Lester Hobbs
  - e. Grants: Joe Hodges
  - f. Real Property Exemption Auditors (2 Councilmen): Joe Hodges & Gordon Hutton
3. Review of Town Policies  
The Board affirmed all town policies including the Drug & Alcohol, Leave of Absence & Personnel policy changes.
4. Mileage reimbursement: .55 cents per mile.
5. Designation of newspaper of record: Watertown Daily Times
6. Designation of depository: Watertown Savings Bank

**UNFINISHED BUSINESS:**

1. Truck: Mr. Wasilewski updated the Board on the delayed status of the truck.
2. Sexual Harassment training. Supervisor Moore is investigating scheduling of training.

**NEW BUSINESS:**

1. Petty cash: Town Clerk advised no need for replenishing.
2. Hwy Supt.: Mr. Wasilewski provided his Hwy. Dept. Report to the Board. E & V Energy has provided pricing and product information. There was discussion regarding paying all 2018 bills

with 2018 funds. There was a discussion about sharing equipment with Adams and Rodman for rust protection. The radios will be tabled until the Feb. meeting. Supervisor Moore will provide details to the Board members prior.

3. Cyber insurance quote was discussed.

4. **RESOLUTION #1 OF 2019**

**TOWN FEES**

**MOTION #3 OF 2019** was made by Supervisor Moore to introduce Resolution #1 and seconded by Councilman Hodges. All present were in favor of the agreed upon town fees. Motion was carried.

5. **RESOLUTION #2 OF 2019**

**TOWN BOARD MEETINGS**

**MOTION #4 OF 2019** was made by Councilman Hodges to introduce Resolution #2 and seconded by Councilman Hutton. The Town Board will meet the second Thursday of each month and audit the abstract of vouchers at 6:00 pm. The Town Board Meeting will commence at 6:30 pm. All present were in favor. Motion was carried.

6. **RESOLUTION #3 OF 2019**

**PAYMENT IN ADVANCE TO AUDIT**

**MOTION #5 OF 2019** was made by Supervisor Moore to introduce Resolution #3 and seconded by Councilman Johnson to authorize the payment in advance of audit for public utility services, postage, freight and express charges. All present were in favor. Motion was carried.

7. **RESOLUTION #4 OF 2019**

**APPOINTMENT OF ZBA**

**MOTION #6 OF 2019** was made by Supervisor Moore to introduce Resolution #4 and seconded by Councilman Hobbs. Anthony Cronk is being reappointed to the ZBA for a three year term. All present were in favor. Motion was carried.

8. **RESOLUTION #5 OF 2019**

**BUDGET TRANSFER OF FUNDS**

**MOTION #7 OF 2019** was made by Councilman Johnson to introduce Resolution #5 and seconded by Councilman Hobbs. Certain 2018 Highway Invoices received after the December Town Board meeting will be paid with 2018 funds after the appropriate budgetary transfer. All present were in favor. Motion was carried.

9. **RESOLUTION #6 OF 2019**

**AUTHORIZATION TO ATTEND TOWNS ANNUAL MEETING**

**MOTION #8 OF 2019** was made by Supervisor Moore to introduce Resolution #6 and seconded by Councilman Johnson. The Town Supervisor is authorized to attend the annual meeting and represent the Town of Lorraine. All present were in favor. Motion was carried.

10. Special meeting for the audit of 2018 Town Justice and Town Clerk records will be scheduled for Thursday Feb. 7<sup>th</sup> at 6:00 pm.

11. Financial Statements for 2018 Year End and Jan 2019 were provided and reviewed. Supervisor Moore asked the Board to review the Jan 2019 figures for accuracy.

**BALANCES ON ACCOUNTS:**

Highway:       \$807,703 (Not Closed)  
General:       \$259,435 (Not Closed)

**AUDIT & AUTHORIZATION OF BILLS:**

The Board approved payment of General Abstract #1 of 2019 comprised of vouchers 2858-2859, 2862, 2869, 2878-2890, 2894-2895 with a total of: \$26,121.93.

The Board approved payment of Highway Abstract #1 of 2019 comprised of vouchers 2866-2877, 2891-2893, 2896-2903 with a total of: \$176,894.43.

The Board approved payment of Street Lighting Abstract #1 of 2019 comprised of voucher 2863 with a total of: \$434.82

**MOTION #9 OF 2019** was made by Councilman Johnson to pay Highway bills from the 2018 budget. Supervisor Moore outlined the requirements to do so. The Board discussed. Councilman Hodges seconded the motion and the Board moved to pay two highway suppliers (Griffith and American Rock Salt) from the 2018 budget for a total of \$17,301.86. All present were in favor. Motion was carried.

**ADJOURNMENT:**

**MOTION #10 OF 2019** was made by Councilman Hobbs and seconded by Councilman Hodges to adjourn the meeting at 9:28 pm. All present were in favor. Motion was carried.

Respectfully submitted by:

Melinda Milne  
Town Clerk/Tax Collector