

MARCH 8, 2018 OFFICIAL MINUTES

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 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 Tug Hill Report to the Board. Home Depot Foundation Community Impact Grants focus on serving veterans within local communities. To apply: <https://corporate.homedepot.com/grants/community-impact-grants>. There is a free QGIS Training in Syracuse March 12th. This is basic training on how to access the commission's GIS and online database. Contact Mickey Dietrich for more information or to register call 315-785-2389 or email: mickey@tughill.org. There will be a Roundtable Discussion on March 15th in Syracuse. Several agencies will be represented. Contact Kathy Forrest @ 315-443-1131 or kpforrest@syr.edu with registration questions. The Commission recently updated its GIS Resources to provide updated information on the geographic information system. To download: <http://www.tughill.org/publications/technical-issue-paper> or call the office at 1-888-895-2380 for a hard copy. NY Farmnet provides completely free and confidential on-farm services. Contact 1-800-547-3276 or www.nyfarmnet.org.

COMMUNICATIONS & PETITIONS:

- Rohde Center Food Pantry sent their 2017 Annual Report and Fresh Foods Schedule for 2018.
- Town of Redfield sent their updated Zoning Law.
- NYS Agriculture and Markets sent the Municipal Shelter Inspection Report showing dog shelter services were rated satisfactory.
- Jeff. Co. Planning sent information on the 2020 Census-Local Update of Census Addresses.
- Laberge Group sent information on grant opportunities.
- AOT sent information on the New York Municipal Energy Program.
- NYS DOT sent information on the BRIDGE NY Program.
- National Grid sent a list of National Grid representatives who may be contacted in the event of a gas emergency.
- Dutchess County sent information on their "ThinkDIFFERENTLY" initiative.
- NYMIR sent their Spring 2018 newsletter.
- Historical Assoc. of South Jefferson sent their March-April 2018 Newsletter.

ENFORCEMENT OFFICER: John Howland was not present. No new updates.

HEALTH OFFICER: The Town Clerk reported no new updates.

ASSESSOR: Jim Rounds was not present. No new updates.

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

ZONING BOARD OF APPEALS: No new updates. Supervisor Moore will forward information on a potential cooperative ZBA between Lorraine, Pinckney and Montague to the Board and ZBA members.

COMMITTEES:

- Cemetery-Supervisor Moore advised notice for mowing bids has been put on the Town website with a deadline of March 31st. Work will resume at the cemetery once the weather breaks.
- Communities-No new updates.
- Special Projects-No new updates.
- Grants-Councilman Hodges advised the Arbor Day Grant application has been submitted. A decision is expected by the 3rd week of March. In addition, Resolution #12 of 2018 will need to be submitted.
- Buildings-Councilman Johnson advised he will get in touch with STAT & NCC for quotes to upgrade the fire alarm system. The seals have been installed on the overhead doors. A switch needs to be replaced in the Men's Room which Mr. Johnson will take care of.

APPROVAL OF MINUTES:

The February 8th Town Board minutes were reviewed. **MOTION #31 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.

The February 12th Special Meeting minutes were reviewed. **MOTION #32 OF 2018** was made by Councilman Johnson and seconded by Councilman Hodges. All present were in favor. Motion was carried.

The February 27th Special Meeting minutes were reviewed. **MOTION #33 OF 2018** was made by Councilman Hobbs and seconded by Councilman Hodges. All present were in favor. Motion was carried.

UNFINISHED BUSINESS:

1. 2018-2022 Capital Plans were reviewed and discussed. Supervisor Moore advised once the weather permits he will contact the engineering firm regarding the fuel tanks at the Old Town Barn. There was a discussion regarding possible grant opportunities.
2. Negotiations. There is another meeting scheduled at the end of the month.

NEW BUSINESS:

1. Petty cash: Replenishing is needed for postage.
2. Hwy Supt.: Mr. Wasilewski updated the Board on various Highway Dept. activities. In addition:
 - The 284 agreement was submitted to the Board for their review and approval.
 - The Bridge NY Grant pre-application is due March 15 for the Brown Rd culvert.
 - The pick-up was posted for auction.
 - Quotes have been obtained for a new truck. Mr. Wasilewski advised the truck would need to be ordered by June to have ready for next year.
 - Mr. Wasilewski recommends a part-time person be hired to do summer mowing. He has obtained quotes for a new mowing tractor and mower. There was a discussion regarding purchasing vs. leasing. The Board advised they would like to review a lease contract regarding

early payment penalties before a final approval is made. There was a discussion about hiring a part-time employee as it relates to the budget.

3. RESOLUTION #12 OF 2018 GRANT APPLICATION

Whereas the Town of Lorraine is applying to the New York State Urban Forestry Council for an Arbor Day Project Community Grant to be located within the hamlet of Lorraine, specifically in and around Lorraine Town Park (Lark Field) and the Town Barn, a site located within the territorial jurisdiction of the Town of Lorraine and Whereas as a requirement of this program, the Town of Lorraine must obtain the approval/endorsement of the governing body of the municipality in which the project will be located. Be it resolved that the Lorraine Town Board, of the Town of Lorraine, NY hereby does approve and endorse the application of Councilman Joseph A. Hodges for a matching grant not to exceed \$1000.00 from the NYS Urban Forestry Council for an Arbor Day Program Community Grant project located within this community. **MOTION #34 OF 2018** was made by Councilman Hodges to introduce Resolution #12 and seconded by Councilman Johnson. All present were in favor. Motion was carried.

4. RESOLUTION #13 OF 2018 BUDGET TRANSFER OF FUNDS

Whereas Jefferson County Real Property authorized a real property tax reimbursement that was unknown to the Town and Whereas the 2018 Town Budget was structured based on expected chargebacks from the County and Whereas an employee has requested and by majority vote, the Board has approved reimbursement for damage to personal clothing while performing Highway MEO duties 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:

From	To
	<u>GENERAL FUND</u>
A19904.01.004.00, Contingent \$386	A13624.01.004.00 Tax Administration \$386
A19904.01.004.00, Contingent \$80	
	<u>HIGHWAY FUND</u>
	DA51304.03.004.00 Uniforms \$80

MOTION #35 OF 2018 was made by Supervisor Moore to introduce Resolution #13 and seconded by Councilman Johnson. All present were in favor. Motion was carried.

- 5. The financial statements for February 2018 were provided and reviewed.
- 6. There was a discussion regarding employee personnel files.

BALANCES ON ACCOUNTS:

Highway:	\$775,692
General:	\$394,625

AUDIT & AUTHORIZATION OF BILLS:

The Board approved payment of General Abstract #3 of 2018 comprised of vouchers 2358, 2360-2361, 2364-2372, 2374, 2387, 2394-2397, 2399, 2401 with a total of: \$26,214.75.

The Board approved payment of Highway Abstract #3 of 2018 comprised of vouchers 2354-2355, 2358-2359, 2364, 2375-2386, 2388-2393, 2398, 2400-2401 with a total of: \$20,320.83.

The Board approved payment of Street Lighting Abstract #3 of 2018 comprised of voucher 2373 with a total of: \$226.64.

MOTION #36 OF 2018 was made by Councilman Hobbs and seconded by Councilman Johnson to accept and pay the bills as submitted. All present were in favor. Motion was carried.

There was a discussion regarding a bill submitted for an employee's personal clothing that was damaged while performing his job. **MOTION #37 OF 2018** was made by Councilman Hodges and seconded by Councilman Johnson to pay \$80 of the expense to replace the clothing. A majority was in favor. Motion was carried.

ADJOURNMENT:

MOTION #38 OF 2018 was made by Councilman Hobbs and seconded by Councilman Hodges to adjourn the meeting at 9:25 pm. All present were in favor. Motion was carried.

Respectfully submitted:

Melinda Milne
Town Clerk/Tax Collector