

MAY 10, 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 Gordon Hutton, Councilman Lester Hobbs, Highway Superintendent Joe Wasilewski and Town Clerk/Tax Collector Melinda Milne. Absent was: Councilman Joe Hodges.

Citizens present were: Jim Rounds, Marty Tokos and Kay Chapman from Tug Hill.

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 May 2018 Tug Hill Report to the Board. The NYS Consolidated Funding Applications have opened for 2018. The CFAs contain a multitude of grant programs streamlined in one application process through the NYS Grants Gateway. Every five years the Tug Hill Commission does a local leaders survey asking constituents how they are doing. The survey results are transcribed into a "white paper" which is in turn forwarded to the Governor and State Legislators. The next Tug Hill Commission meeting will be Monday May 21st at 10:00 am at the Town of Wilna Municipal Building. The public is welcome to attend this meeting.

COMMUNICATIONS & PETITIONS:

- AOT sent the Town of Lorraine a certificate as a member of the association along with a brochure outlining services.
- BOCES sent a memo advising the town of a new medical review officer and increases in substance test fees.
- THCG sent information regarding a combined meeting of all five Tug Hill Councils of Governments on Wed. May 30th at the Redfield Fire Hall.
- Historical Association of South Jefferson advised of upcoming projects and provided their May-June Newsletter.
- Charter Communications provided information regarding upcoming changes affecting subscribers.

ENFORCEMENT OFFICER: John Howland was not present and no new updates were provided. Councilman Johnson updated the Board regarding his meeting with Mr. Gebo. There was a discussion regarding unresolved cases as it relates to the budget.

HEALTH OFFICER: The Town Clerk reported no new updates.

ASSESSOR: Mr. Jim Rounds was present. Supervisor Moore advised the Tentative Roll and Grievance Day information are on the town website. Mr. Rounds advised some tax payers have lost their exemption status due to various reasons. He estimates this affects less than 20 homeowners. In addition, the State Comptroller will be auditing assessors. Mr. Rounds updated the Board regarding the audit process. He also advised the Board that the NYS Assessors Association will be conducting a new course targeting exemption training.

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

ZONING BOARD OF APPEALS: Mr. Wasilewski advised Mr. Waite is interested in being appointed to the ZBA. Councilman Hobbs nominated Mr. Waite and Councilman Johnson seconded the nomination. All present were in favor. Supervisor Moore will prepare a resolution to reflect Mr. Waite's appointment.

COMMITTEES:

- Cemetery-Supervisor Moore advised cleanup has begun and the new cemetery sign has been installed.
- Communities-Councilman Hobbs advised the new sign has been installed. He has inspected the playground. The basketball poles need repairs/tightening up. Cleanup has begun with the assistance of the new seasonal employee. Councilman Hobbs advised he would like the port-a-potty in place by the beginning of June. Councilman Johnson inquired about teams utilizing the fields for practice and games. There was a discussion if improvements are needed and insurance requirements.
- Special Projects-No new updates.
- Grants-No new updates.
- Buildings-Councilman Johnson advised NCC and STAT will be coming back for updated bids on the fire alarm/security system. Mr. Wasilewski advised he can be available to meet with them. Once quotes are received Mr. Johnson will provide to the Board for review. SERV-Pro came in regarding the odor issue in the Fire Chief's office. No signs of mold were found. It was suggested taking steel off the building and inspecting the insulation. Mr. Wasilewski advised he will take care of this.

APPROVAL OF TOWN CLERK MONTHLY REPORT:

The Town Clerk Monthly Report for April was presented to the Board for their review. **MOTION #50 OF 2018** was made by Councilman Johnson and seconded by Councilman Hutton to accept the report. All present were in favor. Motion was carried.

APPROVAL OF MINUTES:

The April 12th 2018 Town Board minutes were reviewed. **MOTION #51 OF 2018** was made by Councilman Hobbs and seconded by Councilman Johnson to accept the minutes as submitted. All present were in favor. Motion was carried.

The May 3rd 2018 Special Meeting minutes were reviewed. **MOTION #52 OF 2018** was made by Councilman Johnson and seconded by Councilman Hobbs to accept the minutes as submitted. All present were in favor. Motion was carried.

UNFINISHED BUSINESS:

1. Negotiations. Supervisor Moore advised the next meeting has not been setup yet. Mr. Wasilewski provided the Board with his recommendations regarding hours as it relates to the contract.
2. Budget modification. Supervisor Moore made inquiries regarding excess revenue from surplus being used in the current year's budget. He advised a resolution would need to be introduced in order to execute. The Board discussed. This will tentatively be done when necessary.

3. Councilman Hutton inquired when the tractor/mower is expected. Mr. Wasilewski advised he is expecting delivery around the 14th or 15th of May.

NEW BUSINESS:

1. Petty cash: Replenishing is needed for a priority mailing.
2. Hwy Supt.: Mr. Wasilewski presented a summary of Highway Dept. activities to the Board. A copy may be obtained through the Town Clerk.
 - Mr. Wasilewski advised he would like to purchase a leaf blower to assist with cleanup projects.
 - Mr. Wasilewski discussed purchasing a new plow truck. He recommends another International which would be compatible with the other trucks/parts. A new truck would need to be ordered by June for a December delivery.
 - There was a discussion on equipment that could be purchased to assist with increased County jobs.
 - Mr. Wasilewski discussed a new radio system that would connect highway, police and fire. The contract would be through Motorola. The system is expected to be up and running in late 2019.

3. **RESOLUTION #15 OF 2018 DECLARATION OF SURPLUS EQUIPMENT**

Whereas the Lorraine Highway Department possesses a variety of equipment that is no longer safe for use, functional, or of any value to the Highway Department, and Whereas the Town Board has declared the following assets to be surplus equipment:

- (1) Compaq Computer monitor, model #HSTND-102 Serial #CNQ439056LG
- (1) Compaq Presario (Tower) Serial #SNH44207G7
- (1) Niagara Mohawk water pump, L-081
- (50) Steel ammo cans, empty
- (5) 12R24.5 Good Year G177 tires
- (2) 12R24.5 Bridgestone M843 tires
- (1) Former US Army trailer, no asset number
- (1) Woods mower

Resolved, the equipment shall be declared surplus and removed from the Highway Department inventory and be it further Resolved the Highway Superintendent is authorized to place re-sellable equipment for bid through a public internet-auction and be it further Resolved electronic equipment shall have any town related information removed and it shall be disposed at an authorized electronics collections site. **MOTION #53 OF 2018** was made by Highway Superintendent Wasilewski to introduce Resolution #15 and seconded by Councilman Johnson. All present were in favor. Motion was carried.

4. Mr. Wasilewski will review the list of equipment being insured by the Town for accuracy.
5. The financial statements for April 2018 were provided and reviewed.

BALANCES ON ACCOUNTS:

Highway:	\$726,159
General:	\$354,275

AUDIT & AUTHORIZATION OF BILLS:

The Board approved payment of General Abstract #5 of 2018 comprised of vouchers 2469, 2472-2473, 2486-2492, 2501-2504, 2506, 2510-2511 with a total of: \$3177.86.

The Board approved payment of Highway Abstract #5 of 2018 comprised of vouchers 2468, 2472, 2474, 2476-2485, 2493-2500, 2506, 2508-2509 with a total of: \$3159.35.

The Board approved payment of Street Lighting Abstract #5 of 2018 comprised of voucher 2475 with a total of: \$196.95.

MOTION #54 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.

ADJOURNMENT:

MOTION #55 OF 2018 was made by Councilman Hutton and seconded by Supervisor Moore to adjourn the meeting at 8:55pm. All present were in favor. Motion was carried.

Respectfully submitted:

Melinda Milne
Town Clerk/Tax Collector