

NOVEMBER 10, 2016 OFFICIAL MINUTES

The Lorraine Town Board opened their monthly meeting at 7:02 pm at the Municipal Building.

Present were: Town Supervisor Vince Moore, Councilman David Johnson, Councilman Joe Hodges, Councilperson Virginia Clemens, Councilman Lester Hobbs, Highway Superintendent Carl Dealing and Town Clerk/Tax Collector Melinda Milne.

Citizens present were: Town Justice Eric Sheldon, Mike Bellinger and Kay Chapman from Tug Hill.

The Pledge of Allegiance was led by Supervisor Moore.

CITIZENS RECOGNITION:

The Town Board acknowledged the citizens present.

Judge Sheldon advised the Board he purchased 3-way switches for building security along with a shredder and locks for the chairs under the Justice Grant. He is inquiring if a wheelchair ramp may be advisable prior to the new flooring installation. Judge Sheldon would also like to purchase a locking mailbox for outside the Municipal Building.

Mike Bellinger provided the 2017 Upcoming Events for the Winona Forest Recreation Association. Mr. Bellinger is inquiring about some culvert issues with using equipment such as a snow groomer for the events. Carl Dealing advised he will check into these issues.

Kay Chapman from Tug Hill provided the Tug Hill Report to the Board. "Ransomware" is a new computer virus which comes from running an infected file that may come in an e-mail attachment. The best practice is to store backups physically separated from the computer. The FBI offers tips for protecting your computer at: www.fbi.gov/news/stories/ransomware-on-the-rise. The Tug Hill Tomorrow Land Trust 2017 Calendar is available for purchase on the website: <http://tughilltomorrowlandtrust.org/store>. Tug Hill has an updated paper on Municipal Fundraising & Gifting. This can be viewed on the website. Hard copies are also available.

COMMUNICATIONS & PETITIONS:

- Jeff. Co. Dept. of Planning and the NYS Tug Hill Commission are co-sponsoring a land use training session on Nov. 14th from 6:30-8:30 at JCC.
- South Jeff CSD provided their 2016 Summer Recreation Program Report.
- South Jeff Food Service sent an invitation to their annual Thanksgiving Dinner on Nov. 17th.
- Lorraine United Methodist Church is holding a Free Veteran & Community Dinner Nov. 11th.
- The Historical Association of South Jeff sent their Nov/Dec Newsletter.
- The Volunteer Transportation Center sent a thank you for the Town's continued support.

ENFORCEMENT OFFICER: John Howland was not present. Councilman Johnson advised he spoke with the town attorney who did receive files from the prior town attorney regarding the Moore Road issue. The attorney will be doing address searches on the property owners. This information will be forwarded to Mr. Howland so the County can assist with this matter.

HEALTH OFFICER: The Town Clerk reported no new updates.

PLANNING BOARD: Marty Tokos was not present but did provide the Planning Board Report to the Board. Regarding the Shelmidine Minor Subdivision and Assemblage, a copy of the Survey Map Affidavit has not been received to date from the Jeff Co Clerk to confirm the map was filed within 60-days. The applicants will be contacted to confirm status. For the minor subdivision for Garfield Piper, the map was filed with Jeff Co Clerk Oct. 24th. Planning Board Member Jeff Pratt's term expires Dec. 2016. He will accept another 5-year appointment. The next Land Use Planning Workshop will be held Nov. 14th at JCC.

ZONING BOARD OF APPEALS: No new updates.

COMMITTEES:

Cemetery- No new updates.

Communities- Councilman Hobbs advised he would like to purchase a permanently mounted grill for the pavilion area. He will investigate and advise the Board.

Drug & Alcohol-No new updates.

Grants-No new updates.

Buildings-Councilman Johnson advised the fans are all installed with an anticipated heating savings. He is aware there was a heating issue which seems to have resolved on its own, cause unknown. Councilman Johnson advised the Board of the cost of LED lights for the Municipal Building. The Board discussed if the savings will offset the cost. He advised that with the rebate program through National Grid they will inspect prior to and following installation before the rebate is issued. There was a discussion about renting a lift/bucket truck to assist with the installation. In addition, he has an estimate for the flooring under the Justice Grant.

APPROVAL OF MINUTES:

The Oct. 6 Public Hearing Minutes were reviewed. **MOTION #87 OF 2016** was made by Councilman Hodges to accept the minutes as submitted. Councilman Johnson seconded the motion. All present were in favor. Motion was carried.

The Oct. 6 Budget Workshop Minutes were reviewed. **MOTION #88 OF 2016** was made by Councilman Hodges to accept the minutes as submitted. Councilman Hobbs seconded the motion. All present were in favor. Motion was carried.

The Oct. 13 Minutes were reviewed. **MOTION #89 OF 2016** was made by Councilman Hodges to accept the minutes as submitted. Councilman Johnson seconded the motion. All present were in favor. Motion was carried.

The Oct. 20 Budget Workshop Minutes were reviewed. **MOTION #90 OF 2016** was made by Councilman Hodges to accept the minutes as submitted. Councilperson Clemens seconded the motion. All present were in favor. Motion was carried.

UNFINISHED BUSINESS:

1. Amended Development Law (Wind Towers). Councilman Hobbs advises he will have updates for the next meeting.
2. Water District. The issue is currently at a standstill.

3. Dog Law. Supervisor Moore advised the Board that eight towns in Jefferson County have opted out of the consortium. This will potentially affect the 2018 budget. The Board discussed the issue.
4. Justice Court. Judge Sheldon provided updated information on his purchases under the Justice Grant.
5. BAR-There is an opening for a new member. Training will be provided. If anyone is interested in the position they can contact Heidi Erickson or the Town Clerk.
6. 2017 budget. The Board discussed and agreed upon a funding strategy. There will be a meeting Nov. 14th at 7:00 to adopt the Draft Budget for 2017.

NEW BUSINESS:

1. Petty Cash: Replenishing is needed for the purchase of postage stamps.
2. Highway Superintendent: Carl Dealing has received quotes on mowers. He has found one that suits the towns needs and can be available prior to year end. The Board reviewed the options. **MOTION #91 OF 2016** was made by Councilman Hobbs and seconded by Councilperson Clemens for Carl Dealing to purchase the mower for the Town.
In addition, Carl Dealing advised the Board that Stadium would like a purchase offer/letter of intent for the truck to be purchased next year. Mr. Dealing advised he has received three truck quotes. The Board discussed the issue. **MOTION #92 OF 2016** was made by Councilman Hodges for Supervisor Moore to write a letter of intent to Stadium for the 2016 International Truck. The motion was seconded by Councilman Johnson. All present were in favor. Motion was carried.
Supervisor Moore inquired regarding all employees wearing the uniforms as supplied by the Town's Unifirst Contract. Carl Dealing will address the issue.

3. RESOLUTION #21 OF 2016 APPOINTMENT, ASSESSOR

Whereas the Town Assessor unexpectedly resigned effective September 30, 2016 and Whereas Local Law #3 of 2014 authorizes the Town Board to appoint positions who are not residents or electors within the Town, and Whereas through Resolution #11 of 2016, the Town Board authorized a real property re-evaluation to be conducted for the 2017 tentative tax roll, and Whereas to best serve the interest of the citizens and the Town of Lorraine, a NYS qualified assessor as defined by 20 NYCRR 8188, is required to complete the re-evaluation process and present the tentative roll, Now, Therefore, be it Resolved, the following is appointed to service as temporary assessor for the Town of Lorraine

Mr. Tim Ritter 24354 Plank Road Calcium NY 13616 for a term to end May 31, 2017

MOTION #93 OF 2016 was made by Supervisor Moore to introduce Resolution #21 and seconded by Councilman Hodges. All present were in favor. Motion was carried.

4. RESOLUTION #22 OF 2016 BUDGET TRANSFER OF FUNDS

Whereas, the Town Assessor unexpectedly resigned as of September 30, 2016 and Whereas an interim part time Assessor has been appointed by the Town Board through Resolution #21 of 2016, Now,

Therefore be it Resolved the Supervisor be, and here by is, authorized to make the following budgetary transfer.

From	<u>GENERAL FUND</u>	To
A13551.01.001.00 Assessor PC, \$2000.15		A13554.01.004.00 Assessor CE, \$2000.15

MOTION #94 OF 2016 was made by Supervisor Moore to introduce Resolution #22 and seconded by Councilman Hobbs. All present were in favor. Motion was carried.

5. Clean-Up Day. Supervisor Moore supplied a summary to the Board Members. The potential project was discussed with unanimous support for the idea which is anticipated for the Spring of 2017.
6. Employee health insurance. The insurance broker has met with employees who have selected their insurance policies. There was a discussion regarding funding of the Health Savings Accounts. There was a discussion regarding dental insurance availability to Town employees.
MOTION #95 OF 2016 was made by Councilman Hodges to have the Town make dental insurance available to its employees as employee funded only. The motion was seconded by Councilman Johnson. All present were in favor. Motion was carried.
7. The Volunteer Transportation Center sent a thank you for the Town's donation with a contract and summary of their services. There was a discussion regarding the annual agreement and promoting the service to Town of Lorraine residents.
8. The Financial Statements for October were provided and reviewed by the Town Board.

BALANCES ON ACCOUNTS:

Highway:	\$538,496
General:	\$226,638

AUDIT & AUTHORIZATION OF BILLS:

Councilman Hodges inquired about Mr. Tryon's boot allowance. There was a discussion about the boot allowance for employees. Councilman Johnson inquired about the Cook Brothers bill which stated only "2 Rolls". Carl Dealing advised this was for reflective tape for the plows.

The Board approved payment of General Abstract #11 of 2016 with a total of: \$ 32,082.69

The Board approved payment of Highway Abstract #11 of 2016 with a total of: \$76,663.05

The Board approved payment of Street Lighting Abstract #11 of 2016 with a total of: \$197.31

MOTION #96 OF 2016 was made by Councilperson Clemens and seconded by Councilman Hobbs to accept and pay the bills. All present were in favor. Motion was carried.

ADJOURNMENT:

MOTION #97 OF 2016 was made by Councilman Johnson and seconded by Councilman Hodges to adjourn the meeting at 9:06 pm. All present were in favor. Motion was carried.