

A Town Board Meeting of the Town of Owasco was held on April 11, 2019 at 4:00 PM in the Owasco Town Hall with the following members present:

PRESENT: Supervisor Edward Wagner
Councilperson Tony Gucciardi
Councilperson, Tim Kerstetter
Councilperson Richard Knaul

ABSENT: Councilperson Ashley Melendez

OTHERS PRESENT: Riccardo Galbato, Kathy O’Neil, Bob Bruno, Mike Vitale, Walt Aikman, Christine Czolowski,

CALL TO ORDER: 4:00PM

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

RESOLUTION 19-059 approval of Town Board Agenda for April 11, 2019

Motion by Councilperson Knaul; Second Councilperson Gucciardi,

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

APPROVAL OF MINUTES:

RESOLUTION 19-060 approval of Town Board Minutes for March 15, 2019.

Motion by: Councilperson Gucciardi. Second Councilperson Kerstetter

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

PUBLIC PARTICIPATION:

Bob Bruno has requested the rental of the Town Shelter on August 17,2019 to host The Feast of the Assumption, Town Policy states that event attendance can not be larger than 200 people. Bob is asking the town board to override the attendance policy for shelter as he has also cleared his request with Owasco Fire Department as he will be using their property/facilities as well to host the event.

Resolved, All Council approved, as Bob had the Fire Departments approval.

PUBLIC PATICIPATION:

***Resident Christine Czolowski, addressed the board with many questions and concerns.**

1st question, how many signatures would one need to get an item on the ballot at the November election? Christine's inquiry was not directed as a candidate but was regarding an issue, in which she would not provide.

***Supervisor Wagner directed her to call the Cayuga County Board of Elections, for their time frame and requirements.**

2nd question, who owns and maintains the roads & ditches in the town?

***Supervisor Wagner explained we have town roads, county roads, and state roads if she stopped into the office he would be happy to supplier her with the list.**

3rd question, "the Owasco Fire Department is in dire need of a new boat", would the town consider co-owning a boat with the Owasco Fire Department?

***Supervisor Wagner explained to Christine that the fire department is a separate tax entity and municipalities can only share services with other municipalities.**

4th question, could the town help with the ambulance situation in the Hamlet of Owasco, as the Fire Department has been utilizing the AMR Ambulance service but she would like them to use SAVES Ambulance service as it would be closer to Hamlet for response times.

***Supervisor Wagner again explained how the town and fire department are separated entities and she should address her concerns with them.**

5th question, who runs the water groups for Owasco Lake?

***Supervisor Wagner told Christine that he would be glad to supply her with a list of the groups as there are a few of them.**

COMMUNICATIONS: Letter from Mike Long regarding Capital Master Plan Proposal.

PRESENTATION: Presentation from Duane Shoen CPA, with Insero & Company with draft annual audit report.

*** Mr. Shoen, presented to the town board the draft of the 2018 Town Audit and will finalize within the next few week.**

Presentation by Walter Aikman, Tree City USA

***Mr. Aikman presented the town board with the history of Arbor Day, along with the importance of replacing trees that are removed in the town, with the proclamation the Town of Owasco will be eligible to become a Tree City, and receive grants.**

The Town has scheduled an Arbor Day Celebration on Thursday, May 12, at 10:00am To be held on Letchworth St, in front of the school on the town property at the top of the hill, involving the Owasco School Students.

NEW BUSINESS: Town Highway Supervisor, Robert Bruno address the town board that he would like to advertise for a MEO position, as he had an employee retire last November and he needs to replace him.

The Town Board all agreed.

OLD BUSINESS:

RESOLUTION 19-071 TO SCHEDULE A PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 1 OF 2019 TO ADOPT OWASCO TOWN CODE CHAPTER 122 ARTICLE IV SIDEWALKS.

RESOLVED to authorize the Town Clerk to schedule and publish a public hearing for consideration of proposed Local Law No. 1 of 2019 to adopt Chapter 122 Article IV Sidewalks of the Owasco Town Code to provide regulations for sidewalks on portions of the Town, including Bristol Avenue, portions of Letchworth Street, and for approximately 1,000 feet of walking trail that connects Meadow Lane of the Oakridge Heights subdivision to Shearin Street. Said local law would govern sidewalks in these areas and possible future expansions.

Motion by Councilperson Gucciardi; Second Councilperson Knaul

**Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes
 Councilperson Kerstetter NO Councilperson Melendez Absent
 Supervisor Wagner Yes**

RESOLUTION 19-061 to authorize Supervisor to sign 2019 Arbor Day Proclamation.

Town of Owasco 2019 Arbor Day Proclamation

Whereas, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, 2019 is the 147th anniversary of the holiday and Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable natural resource in our community giving us paper, wood for our homes, fuel for our fires, and beautify our community, and

Whereas, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees express the order of the nature, and show us all the strength of diversity, and the advantages of interdependency in adapting to a changing world, and

Whereas, trees, wherever they are planted, are a source of joy and renewal, and

Whereas, Arbor Day recognizes the traditions, commitments, and roots established by past generations and symbolizes our hope, trust, and commitment for future generations,

Now, Therefore, I, Ed Wagner, Supervisor of the Town of Owasco, do hereby proclaim

Thursday, May 16, 2019 as the 147th anniversary celebration of Arbor Day in the Town of Owasco, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____

Supervisor _____

Motion by Councilperson Knaul; Second Councilperson Gucciardi,

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Melendez Absent
Supervisor Wagner Yes

RESOLUTION 19-062 To schedule a Public hearing for Local Law #2 - Town of Owasco Tree Ordinance.

Motion by: Councilperson Kerstetter. Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Melendez Absent
Supervisor Wagner Yes

RESOLUTION 19-063 BE IT RESOLVED, that the , Location code 30555-010, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body: Effective April 17, 2019

Title	Standard Work Day (Hrs./day)
Assessor	7
Bookkeeper to the Supervisor	7
Code Enforcement Officer	7
Deputy Town Clerk	7
Water/Sewer Billing Clerk Assessor Clerk	7
Laborer	8
Motor Equipment Operator	8
Public Works Utility Worker	8

Title	Standard Work Day (Hrs./day)
Recreation Attendant	7
School Crossing Guard	7

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Melendez Absent
Supervisor Wagner Yes

RESOLUTION 19-064 BE IT RESOLVED, that the Town of Owasco Location code **30555-010** hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees’ Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:
Effective April 17, 2019

Elected	Standard Work day	Name	Tier 1 Check	Term	Record of Activities
Justice	7	Mark Divietro		01/1/19-12/31/22	2.05
Justice	7	Mary Jones		01/1/18-12/31/21	1.71
Town Clerk	7	Tammy Flaherty		01/01/18-12/31/19	21.98
Council person	7	Timothy Kerstetter		01/01/16-12/31/21	.27
Council person	7	Ashley Melendez		01/01/16-12/31/19	4.17
Town Supervisor	7	Edward Wagner		01/01/18-12/31/19	19.26
APPOINTED					
Zoning Board	7	Gerald Guiney	X	01/09/18-12/31/24	.43
Zoning Board	7	Stephen Moriarty		01/08/15-12/31/20	.14
Zoning Board	7	James Dunster		01/13/13-12/31/19	.14

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote: Councilperson Knaul Yes Councilperson Gucciardi Yes
Councilperson Kerstetter Yes Councilperson Melendez Absent
Supervisor Wagner Yes

RESOLUTION 19-065 to authorise Superispor Wagner to sign purchase contract for property from county treasurer– in the amount of \$650.00 per parcal for a total of \$2600.00
Tax Map #116.19-1-61.1 –Owner Mary Ann Piscioti, Melrose Rd
Tax Map #123.08-2-2 -Owner Walter Bench, Meadow Lane
Tax Map #123.07-2-5 –Owner Victoria Renslow, Shearin St
Tax Map #123.07-2-6 Owner Victoria Renslow, Shearin St

Motion by Councilperson Knaul; Second Councilperson Gucciardi,

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-066 authorizing the Town to pay Deputy Clerk Lori Reed gross pay of \$1,706.43 subject to normal and customary deductions in accordance with the letter from Supervisor Wagner dated 4.11.19. During the audit performed by the State Comptroller’s Office, it was discovered that the Town during the years 2015 to 2018 paid Deputy Clerk Reed at six (6) hours per day for holidays, sick, personal and vacation days instead of seven (7) hours per day.

Motion by; Councilperson Gucciardi. Second Councilperson Kerstetter

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-067 Establishing a Capital Reserve Fund to Finance a “Type” of Capital Improvement or Equipment; Town of Owasco Playground and other Playground Equipment Reserve Fund.

RESOLVED, that pursuant to section 6-c [6-g] of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the “Playground and other Playground Equipment Reserve Fund” (also hereinafter referred to as “Equipment Reserve Fund”). The purpose of this Equipment Reserve Fund is to accumulate moneys to finance the cost of Equipment for the Town. The type of equipment to be financed from the Equipment Reserve Fund is the acquisition of Playground Equipment for the Town.

FURTHER RESOLVED, that the chief fiscal officer or Town Supervisor is hereby directed to deposit and secure the moneys of this Equipment Reserve Fund in the manner provided by section 10 of the General Municipal Law. The Town Board may invest the moneys in the Equipment Reserve Fund in the manner provided by section 11 of the General Municipal Law and consistent with the investment policy of the Town of Owasco. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Equipment Reserve Fund. The chief financial officer or Town Supervisor shall account for the Equipment Reserve Fund in a manner which maintains the separate identity of the Equipment Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and total assets of the fund, showing cash balance and a schedule of investments and shall, at the end of each fiscal year, render to the Town Board a detailed report of the operation and condition of the Equipment Reserve Fund.

FURTHER RESOLVED, that except as otherwise provided by section 6-c [6-g] of the General Municipal Law, expenditures from this Equipment Reserve Fund shall be made only for the purpose for which the Equipment Reserve Fund is established. No expenditure shall be made from this Equipment Reserve Fund without the approval of the Town Board and without such additional actions or proceedings as may be required by section 6-c [6-g] of

the General Municipal Law, including a permissive referendum if required by subdivision 4 of Section 6-c [subdivision 7 of Section 6-g].

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-068 To schedule a public hearing to withdraw or expend up to \$8,000.00 toward the cost of a new shed and accessory equipment for the Michael J. O’Leary Playground from the Playground Repair Reserve Fund established on 8.17.17 by Resolution 17-149. Said funds will first go into the newly established Town of Owasco Playground and other Playground Equipment Reserve Fund. The Town Board then anticipates withdrawing the funds from the Town of Owasco Playground and other Playground Equipment Reserve Fund in accordance with the requirements of said fund for the new shed and accessory equipment.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-069 To authorize the supervisor to sign agreement with David Stathis as a consultant for computer related services.

Motion by Councilperson Kerstetter; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-070 To authorize Supervisor to sign two contracts with ABS Solution for Proposal # 32372 in the amount of \$18,394.70 for new server and migration of system. Along with Proposal # 32323 in the amount of \$2280.00 for cloud service & Dell Software \$884.41.

Motion by Councilperson Gucciardi; Second Councilperson Knaul

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>NO</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-071 – Moved ahead on minutes.

RESOLUTION 19-072 To appoint Timothy Kerstetter as an alternate representative to the Greater Tompkins County Municipal Health Insurance Consortium.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-073 **AUDIT AND PAYMENT OF CLAIMS:** authorizing the audit and payment of the following claims: General and Highway Funds, Special Districts, (Water and Sewer Districts), Capital Project and Reserve Fund claims, and ratifying the payment of the prepaid claims as authorized by Resolution 16-006 adopted January 4, 2016, all in accordance with the attached abstract of claims.

ABSTRACT #04 2019 Vouchers # 266-347 in the amount of \$172,644.31

Trust & Agency Voucher # 5022-5035 in the amount of \$39,333.93

for a grand total of \$211,978.24.

Motion by Councilperson Knaul; Second Councilperson Gucciardi,

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

ADJOURNMENT:

RESOLUTION 19- 074 to adjourn to executive session at 5:40 PM to discuss personnel issues.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

RESOLUTION 19-075 to return from executive session at 6:07 PM.

Motion by: Councilperson Kerstetter . Second Councilperson Gucciardi

Roll call vote:	Councilperson Knaul	<u>Yes</u>	Councilperson Gucciardi	<u>Yes</u>
	Councilperson Kerstetter	<u>Yes</u>	Councilperson Melendez	<u>Absent</u>
	Supervisor Wagner	<u>Yes</u>		

ADJOURNMENT:

RESOLUTION 19-076 to adjourn the meeting:

Meeting adjourned at 6:07 PM

Respectfully submitted,
Tammy M. Flaherty Town Clerk