

A Town Board Meeting of the Town of Owasco was held on January 9, 2014 at 05:00 PM in the Owasco Town Hall with the following members present:

PRESENT:

Councilperson, Michael Aldrich
Councilperson, Tony Gucciardi
Councilperson, Tim Kerstetter
Councilperson, Richard Knaul
Supervisor, Edward Wagner

ABSENT:

OTHERS PRESENT: Patrick Doyle Code Enforcement Officer, Bob Bruno Highway Superintendent, John Smith, Wanda Zach, Elizabeth Bowman, Gerard Vevone and Nancy Taylor.

CALL TO ORDER: 5:00 PM

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

Resolution 14-001 approval of Town Board Agenda for January 9, 2014.

Motion by Councilperson Gucciardi; Second Councilperson Aldrich,

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

APPROVAL OF MINUTES:

APPROVAL OF MINUTES:

Resolution 14-002 approval of Town Board Minutes for December 30, 2013.

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote:	Councilperson Aldrich <u>abstain</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

PUBLIC PARTICIPATION:

Beth Bowman and Bob Shaw was presented with Plaques for their years of service to the Town of Owasco

COMMUNICATIONS: Letter of appointment of Deputy Town Clerk and Deputy Tax Collector, Letter of recommendation from Town Justices consenting to appointment of Clerk to Town Justices, Letter of supervisor re appointment of Town Historian and Bookkeeper / Budget Officer. Letter from Tax Collector requesting designation of depository for funds, Dog Control Service Agreement.

OLD BUSINESS:

NEW BUSINESS:

Resolution 14-003 Authorizing Supervisor to sign a contract with (ECS) Energy Curtailment Specialists to be our Responsible Interface party (RIP)and Demand Response provider with the New York Independent system operator (NYISO). The Town will agree to reduce our electricity if possible when notified by ECS that NYISO has called an Emergency Event for our zone. The town will receive compensation for their efforts.

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote:	Councilperson Aldrich <u>abstain</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

Resolution 14-004 to New York State Department of Transportation for annual update for the Town of Owasco Local Highway Inventory

WHEREAS, during the annual review process the Town discovered that several roads or portions of roads were inadvertently not included in the Town of Owasco Local Highway Inventory submitted to the New York State Department of Transportation at the time said roads were constructed and open to the public;

WHEREAS, each road listed below and its length have been built, open to the public, and the Town of Owasco wants to add them to their Road Listing.

RESOLVED, that that each road listed below in the Town of Owasco (and its length) are built, open to the public, maintained by the Town, and the Town wants to add them to their road listing as part of the New York State Department of Transportation for annual update for the Town of Owasco Local Highway Inventory

Calloway Drive .52 miles
Second Avenue .12 miles
Morningside Drive .19 miles
Waterford Lane .10 miles
Murphy's Way .21 miles
Wisteria Lane .05 miles
Koenig Point .13 miles
Owasco Drive .13 miles
Hidden Brook Way .16 miles
Woodhollow Drive .12 miles

Total 1.73 miles

Motion by Councilperson Aldrich; Second Councilperson Gucciardi.

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

Resolution 14-005 Request for Proposal for Code Enforcement Purposes was Tabled to the next meeting February 13, 2014.

WHEREAS, it is the responsibility of Town Government to provide the necessary services to Town residents at the lowest possible cost;

WHEREAS, in an effort to reduced personal costs the Town Board is reviewing town Departments for purposes of efficiency, cost savings while maintaining Town services; and

WHEREAS, there are some municipalities that provide Code Enforcement Services by the use of an Independent Contractor.

RESOLVED, that the Town Board authorizes the Town Supervisor to request Requests for Proposals (RFP) for companies or entities to provide Code Enforcement Services including Zoning, Building and Fire Code Enforcement for the Town.

Motion by Councilperson Gucciardi; Second Councilperson Knaul.

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

Resolution 14-006 Request for Proposals for Zero Sort Recycling Services

WHEREAS, it is the responsibility of Town Government to provide the necessary services to Town residents at the lowest possible cost; and

WHEREAS, in an effort to reduced personal costs the Town Board is reviewing town Departments for purposes of efficiency, cost savings while maintaining and improving Town services;

WHEREAS, there are some municipalities that provide Transfer Station services and Recycling Services by the use of zero sort recycling where cardboard, plastic, tin, paper are combined in one container at the municipal facility

RESOLVED, that the Town Board authorizes the Town Supervisor to request Requests for Proposals (RFP) for companies or entities to provide Zero Sort Recycling Services for the Town of Owasco.

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote: Councilperson Aldrich yes Councilperson Gucciardi yes
Councilperson Kerstetter yes Councilperson Knaul yes
Supervisor Wagner yes

Resolution 14-007 Request for Proposals for Audit Services for fiscal years 2014 to 2016

The Town Board authorizes the Town Supervisor to request Requests for Proposals (RFP) for companies or entities to provide Audit Services to the Town of Owasco for fiscal years 2014 to 2016.

Motion by Councilperson Gucciardi; Second Councilperson Aldrich,

Roll call vote: Councilperson Aldrich yes Councilperson Gucciardi yes
Councilperson Kerstetter yes Councilperson Knaul yes
Supervisor Wagner yes

Resolution 14-008 to group and approve resolutions 14-009 through 14-027

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote: Councilperson Aldrich yes Councilperson Gucciardi yes
Councilperson Kerstetter yes Councilperson Knaul yes
Supervisor Wagner yes

Resolution 14-009 re-appoint the Auburn Citizen as the official newspaper for 2014.

Resolution 14-010 re-appoint Tompkins Trust Company as the depository for Town funds for the Town Clerk, Tax Collector and the Supervisor for 2014.

Resolution 14-011 authorizing the Supervisor to invest general funds, special district funds and highway moneys not obligated or required for immediate expenditure, in United States Treasury bills, savings accounts, time deposit or time certificates of deposit through Tompkins Trust Company; said investments to be payable or redeemable at the option of the Supervisor within such times as the proceeds may be needed to meet expenditures for which the moneys were provided.

Resolution 14-012 establishing reimbursement of expenditures incurred in 2014 as follows:

\$.56 cents per mile as mileage allowance for job-related travel per Internal Revenue Service for 2014.

Resolution 14-013 designating the second Thursday of each month as Town Board meeting night to be held at 5:00 P.M. at the Town Hall:

Resolution 14-014 requiring all itemized vouchers to be submitted to the Town Clerk's office before 12:00 P.M. of the Tuesday prior to the Board Meeting each month to qualify for audit and payment at the next regular Town Board Meeting.

Resolution 14-015 establishing 2014 hourly rates of pay for Town Employees covered by the C.S.E.A Contract as per the January 1, 2011 – December 31, 2013 C.S.E.A and the Town of Owasco Contract.

Resolution 14-016 establishing rates of pay for Board of Assessment Review, Zoning Board of Appeals, Planning Board, Deputy Clerks / Tax Collector and Election Commissioners for 2014.

Board of Assessment Review:

Member: \$25.00 per hour

Zoning Board of Appeals:

Chairman: \$2,940.00 per year

Member: \$75.00 per Meeting

Deputy Clerks /Tax Collectors: \$15.12 per Hour

Deputy Clerk / Tax Collector 1: \$15.91 per Hour

Deputy Clerk / Tax Collector 2: \$13.00 per Hour

Resolution 14-017 establishing salaries and compensation for all elected and appointed officials and employees as set forth in the 2014 budget.

Resolution 14-018 appointing the following persons to the designated positions for 2014:

- Clerk to the Town Justices, upon advice and consent of the Town Justices: Donna “Vicky” Coraci.
- Deputy Town Clerks upon the advice and consent of the Town Clerk: Elizabeth Bowman, Pat Holt and Robert A. Shaw.
- Building and Code Inspector: J. Patrick Doyle on an interim bases until such time as the Town Board completes and acts upon the request for proposal (RFP) review
- Chairperson of the Planning Board: Ronald Podolak
- Chairperson of the Zoning Board of Appeals: Dave Kalabanka
- Secretary to the Planning Board and Zoning Board of Appeals: Linda Corretti
- To re-appoint John Abbott to the Zoning Board ending December 31 2020.
- To re-appoint Gary Lewis to the Planning Board ending December 31 2020.
- Town Attorney Part Time to a term of office concurrent with Town Board: Riccardo Galbato retainer of \$1000,00 per month plus hourly rate of \$130.00 for Litigation / Special projects.
- Town Engineer Part Time to a term of office concurrent with Town Board: Barton & Loguidice
- Registrar of Vital Statistics to a term of office concurrent with Town Board: Tammy Flaherty Deputy Registrar of Vital Statistics: Lori Reed
- Town Historian upon the advice and consent of the Town Supervisor: Laurel Auchampaugh
- Deputy Supervisor upon the advice and consent of the Town Supervisor: Tony Gucciardi per budget.
- Bookkeeper / Budget Officer upon the advice and consent of the Town Supervisor: Darcelle Foster.
- To re-appoint Nancy Taylor as Chairman of the Board of Assessment Review (BAR).
- To re-appoint Debbie Donnelly as Crossing Guard Supervisor.
- To re-appoint Steve Simmons as Chairperson of the Recreation Board for 1 Year ending December 31, 2014.

Resolution 14-019 authorizing Supervisor to submit to the Town Clerk by February 28, 2014, a copy of his Annual Report to the State Comptroller and directing the Town Clerk to cause a notice to be published within ten (10) days after receipt of said report in the official newspaper of the Town that a copy of such report is on file and available for inspection in the Town Clerk’s office.

Resolution 14-020 authorizing the payment of utility bills, town real property tax bills, Justice Court Funds and postage prior to audit pursuant to Town Law section 8(2).

Resolution 14-021 reaffirming and re-adopting resolutions establishing the Procurement Policy adopted February 14, 2013 as Local Law No. 2 of 2013, and the investment policy adopted February 10, 1993.

Resolution 14-022 to designate Councilperson Mike Aldrich and Councilperson Tony Gucciardi as Audit Committee for 2014.

Resolution 14-023 authorizing the Supervisor to sign an agreement with Cuddy & Ward, LLP to complete an Audit for the 2013 year.

Resolution 14-024 to approve the twelve month contract for 2014 between Stacey Morris and the Town of Owasco for \$3,000 payable in twelve monthly installments of Two hundred Fifty dollars (\$250.00), \$25.00 fee per call for non-emergency after hour responses, \$10.00 per day for dog boarding fee for dogs seized and impounded, in accordance with the provisions of Article 7 of the Agriculture and Markets Law and/or any local law of ordinance. Transfer or euthanasia and disposal at the rate of \$40.00 per dog. The town shall be responsible for veterinary service cost for unidentified seized and /or impounded dogs during the statutory redemption period.

Resolution 14-025 Resolution: The Town Board appoints David Kalabanka, James Mochler, and Arthur Richardson to serve, at no pay, on the Board of Ethics until December 31, 2014.

Resolution 14-026 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:

<u>Title</u>	<u>Standard Work Day (Hrs/day)</u>
Supervisor	7
Town Board	6
Town Clerk	7
Highway Superintendant	8
<u>Appointed Officials</u>	
Planning Board Chairman	6
Zoning Board Chairman	6
Planning Board	6

Resolution 14-027

BE IT RESOLVED, that the Town of Owasco, 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:

<u>Title</u>	<u>Standard Work Day (Hrs/day)</u>
Assessor	6
Bookkeeper	7
Code Enforcement Officer	6
Deputy Town Clerk	6
Water/Sewer Billing Clerk / Assessor Clerk	6
Laborer	8
Motor Equipment Operator (MEO)	8
Public Works Utility Worker I&II	8

OTHER:

AUDIT AND PAYMENT OF CLAIMS:

Resolution 14-028 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 14-011 adopted January 09, 2014, all in accordance with the attached abstract of claims.

ABSTRACT # 1. 2014 Vouchers 1 – 68 in the amount of \$295,936.24

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

Resolution 14-029 to adjourn to executive session at 5:50 PM to discuss personnel issues and Legal Issues involving the Sale or Lease of Real Property.

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

Resolution 14-030 to return from executive session at 6:20 PM.

Motion by Councilperson Gucciardi; Second Councilperson Knaul,

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

ADJOURNMENT:

Resolution 14-031 to adjourn the meeting:

Motion by Councilperson Aldrich; Second Councilperson Kerstetter.

Roll call vote:	Councilperson Aldrich <u>yes</u>	Councilperson Gucciardi <u>yes</u>
	Councilperson Kerstetter <u>yes</u>	Councilperson Knaul <u>yes</u>
	Supervisor Wagner <u>yes</u>	

Meeting adjourned at 6:22 P.M.

Robert A. Shaw Deputy Town Clerk