

## January Regular Meeting

Minutes of the Regular Meeting of the Town Board of the Town of Parish held January 15<sup>th</sup>, 2009 at the Village Gym. The meeting was called to order by Supervisor Stelmashuck at 7:00 p.m.

**Present:** Stephen Stelmashuck, Supervisor  
Mary Ann Phillips, Councilor  
Robert Frederick, Councilor  
Douglas Jordan, Councilor  
Dale Chapman, Councilor  
Kelly Reader, Town Clerk

**Also Present:** John Dunham, Assist Fire Chief; Kathy McGaffick, Bookkeeper; Harold Babcock, CEO; Robert Genant, Town Attorney; Bill Scriber, Planning Brd Chair; Karen Gage, BAR Member; Jason Lamb, Attorney for Christmas Assoc; Ed Pernisi, Christmas Assoc.; Paul Baxter, Tug Hill Rep.; Mary Anne Pelkey, and Steven Scott.

### Approval of Minutes:

**December Regular Meeting Minutes:** A motion was made by Councilor Phillips, seconded by Councilor Frederick to approve the December Minutes as received. Roll taken...motion carried.

**2008 Year End Meeting Minutes:** A motion was made by Councilor Jordan, seconded by Councilor Chapman to approve the Minutes of the 2008 Year End Meeting as received. Roll taken...motion carried.

### SUPERVISOR'S REPORT:

The Supervisor's Report was reviewed by the Board and filed with the clerk.

**February Calendar:** (to be distributed at a later date)

**Revenue Report:** The Revenue Report was reviewed by the Board and filed with the clerk.

**Payroll Report:** The Payroll Report will be presented at a later date as there was a problem with the computer.

**Justice Revenue Report:** The Justice Revenue Report was reviewed by the Board and filed with the clerk.

### Committee Reports:

**Fiscal Oversight Committee:** No Report

**Assessor Selection Committee:** Councilor Phillips stated that she and Councilor Chapman met with Mr. Hastings from Oswego County Real Property Office to discuss the position of Sole Appointed Assessor.

It was the recommendation of Councilor Phillips and Councilor Chapman to consider temporarily appointing Martin Webster as Sole Assessor in the interim of interviewing for a permanent Sole Assessor. Mr. Webster has worked for Oswego County Real Property Office for the past 20 years and will aid with a smooth transition.

Mr. Webster stated that he will provide hours from 7pm-9pm on Thursday evenings and will provide a 24 hour phone line service for the public. Mr. Webster also stated that he doesn't have a need for a clerk at this time.

**Joint Municipal Water Committee:** No Report at this time.

**Municipal Bldg Committee:** No Report.

### REPORTS:

**Legislator's Report:** Tabled.

**Hwy Sup't Report:** Hwy Sup't Dayger was excused due to the weather.

**Clerk's Report:** Clerk Reader submitted a written Clerk's Report and a monthly DCO Report for December.

The 2008 and 2007 Annual Clerk's Reports were submitted for review and comparison.

**Assessor's Report:** Report was given at Assessor's Selection Committee Report.

**CEO/ZEO Report:** CEO Babcock submitted a written CEO/ZEO Report. CEO Babcock stated that permits are up by 16%. CEO Babcock stated that he had to attend a 4 day school. The cost is \$350.00 and would be split with the Village.

A motion was made by Councilor Jordan, seconded by Councilor Frederick to approve CEO Babcock's cost of \$175.00 for attendance at CEO School with the Village paying the remaining \$175.00. Roll taken...motion carried.

**DCO Report:** Tabled until after Executive Session.

**Planning board Chair Report:** Planning Board Minutes were submitted for the Board's review.

Chairman Scriber stated that the Planning Board is working on The Christmas Associates Sub-division Project.

The Planning Board is working on updating the Comprehensive Plan and reviewing the Village Zoning Law.

Chairman Scriber thanked the Town Board for his recent reappointment.

**Fire Chief's Report:** Fire Chief Harvey gave the Fire Chief's Report for December 2008. Fire Chief Harvey reviewed the 2008 Year End Report and stated that 2008 was the 2<sup>nd</sup> highest for answering calls in the Parish Fire Company's history.

**Rec. Coordinator Report:** No Report-Committee will meet to begin the process of selecting a new Rec. Coordinator.

**Correspondence, Communications & Petitions:**

2008 NY State Progress Report from USDA.

**MEETING OPEN TO THE PUBLIC:**

Paul Baxter, Tug Hill Rep. stated that a workshop will be held in Boonville on January 20<sup>th</sup>, 2009 from 1:00 pm to 4:30 p.m. regarding Energy Conservation for municipalities. Also, a workshop for ZBA Training will be held on February 26<sup>th</sup> from 7pm to 9pm in West Monroe.

Also, the Minutes are being posted on the Town's website.

Councilor Phillips asked Paul Baxter if the Minutes are being posted prior to approval.

Paul responded that a statement is attached in regards to approval.

Discussion was held in regards to the Minutes not being official if not approved.

It was the consensus that a legal opinion needs to be obtained regarding clarification of Official Minutes.

Mary Anne Pelkey stated that it was her understanding that Attorney Genant could not be involved in some internal Town issues because Mr. Genant worked for the DA's Office.

Ms. Pelkey wanted to know what changed.

Supervisor Stelmashuck stated that it was the Board's decision to bring in Special Counsel to address the internal issues.

Also, Mary Anne Pelkey stated that during the Budget Hearing it was discussed that it was a consideration to eliminate paying for family health insurance.

Supervisor Stelmashuck stated that contract negotiations are still being discussed and that is an item within the contract.

**MEETING CLOSED TO THE PUBLIC.**

**OLD BUSINESS:**

**Approval of Grant Writer:**

Ross Gullo, Oswego County BOCES

DBS Planning Consultants

Peter Clough, Four Point Construction Management & Consulting

It was the consensus of the Town Board to obtain additional information for the following.

1. Find out if there is an additional cost for research.
2. If a portion of the grant amount requested is going for administration fees.
3. The amount of time the contract is valid is for.

**Interview and/or Approve an External Auditor:**

Frank J. Basile, CPA's-New Hartford

The Bonadio Group-Syracuse

Green & Seifter-Syracuse

It was the consensus of the Board to table a decision until the February Meeting as the firms are working on proposals.

Green & Seifter is the only firm that has submitted a proposal at this time.

**Establishing a Parish Constabulary:** Waived until the February Meeting.

**Special Counsel to Definitively Address BAR Issues, Ethics, and Pay Roll**

**Information:** Received a letter of interest from Scott Chatfield. The decision was tabled to see if additional responses are received for consideration.

**Vacancy of Clerk to the Planning Board, ZBA, and BAR:** The clerk responded that no responses have been received for the position.

A motion was made by Councilor Chapman, seconded by Councilor Jordan to readvertise for the positions. Roll taken...motion carried.

**Town Property in Happy Valley:** Attorney Lamb explained that the property consists of 21/2 acre parcel, no road frontage and a 25 ft Right-of-Way. Taxes have been paid on the property for the past 75 years.

This is an irregular piece of land. Christmas Associates are requesting a Quit Claim Deed from the Town to obtain the parcel so they may proceed with the purchase of the property and complete subdivisions.

A motion was made by Councilor Jordan, seconded by Supervisor Stelmashuck to have the clerk research the Minutes back in the 1930's to see if the property was acquired by the Town for a particular purpose. Roll taken...motion carried.

Mr. Pernisi stated that the Town will not be responsible for maintaining the road as it is understood it is a seasonal road.

The Planning Board Meeting is January 26<sup>th</sup> and Preliminary Plot Review can be completed.

The next Town Board Meeting is February 19<sup>th</sup>, 2009 at 7:00 p.m.

It was the consensus of the Town Board that if nothing is found in the Minutes for the purpose in which the Town acquired the property then the project can move forward without delay.

**NEW BUSINESS:**

**Delegate & Alternate to attend 2009 Annual Assoc. of Towns Meeting:** It will be held in New York City, February 15<sup>th</sup>-18<sup>th</sup>, 2009. There is no delegate or alternate at this time.

**Moving Assessor's Office to the Municipal's Offices:** One quote was received for temporary petitions.

Supervisor Stelmashuck reminded the Board that the Town cannot allocate funds for permanent improvements in a building we do not own. We can only allocate funds for rent in lieu of permanent improvements.

It was the consensus of the Board to obtain additional quotes for temporary petitions.

**New Visions:**

Councilor Phillips stated that she had contacted New Visions to discuss the status of the surveys returned.

The New Visions Rep. would not commit to begin the project at this end of the county at this time.

More discussion will be held with the County Legislators.

**MEETING OPEN TO THE PUBLIC:**

Kathy McGaffick, Bookkeeper stated that she would like to reassure the Board that there is more than one person processing payroll and certifying time cards. More than one person is involved on checks and balances.

Paul Baxter, Tug Hill Rep. stated that the next Tug Hill Meeting will be held on 1/28/2009 at 10:00 p.m. at Altmar Municipal Building.

Karen Gage asked why the Assessor's Office is being moved. Supervisor Stelmashuck responded that presently the Assessor's Office because of the dust and fumes it is not an ideal atmosphere for the office equipment and the public. Also, privacy and handicap accessibility is an issue.

Karen Gage stated that she did not feel that the 2<sup>nd</sup> floor of the gym is handicapped accessible.

Supervisor Stelmashuck stated that there is a handicap area on the 1<sup>st</sup> floor that is available if needed.

**MEETING CLOSED TO THE PUBLIC.**

**APPROVAL OF BILLS:**

**General Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Frederick to approve the claims to the General Fund, those being claims #1-#32 for a total warrant of \$13,192.22 with the correction that claim #13 should read \$19.99 instead of \$19.19 with a difference of .80. Roll taken...motion carried.

**Highway Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Frederick to approve the claims to the Highway Fund, those being claims #1-#20 for a total warrant of \$18,773.75. Roll taken...motion carried.

**EXECUTIVE SESSION:**

A motion was made by Supervisor Stelmashuck, seconded by Councilor Frederick to take a recess at 8:45 p.m. and to enter into Executive Session at 8:56 p.m. to discuss contract negotiations with the Teamster's Union and the employment history of particular employees. Roll taken...motion carried

Attorney Genant and Martin Webster were invited to attend.

A motion was made by Councilor Chapman, seconded by Councilor Jordan to adjourn from Executive Session to the Regular Meeting at 9:46 p.m. Roll taken...motion carried.

A motion was made by Councilor Phillips, seconded by Councilor Frederick to appoint Martin Webster acting Assessor on an interim basis at a salary at \$1,000 per month. Roll taken...motion carried.

A motion was made by Councilor Chapman, seconded by Councilor Chapman to change the title of Deputy Tax Collector to Tax Collector's Clerk upon approval of Tax Collector. Roll taken...motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Chapman to advertise for a new Dog Control Officer. Asking John Perkins remain on as Temporary DCO and to give Karen Ashley first opportunity to fill the DCO position. Supervisor Stelmashuck is authorized to fill the DCO position on a temporary basis until the Board selects a permanent replacement. Roll taken...motion carried.

A motion was made by Councilor Chapman, seconded by Councilor Jordan to approve to advertise for a Sole Assessor position to run in the official paper and Queen Central for 2 weeks from posting. Roll taken...motion carried.

A motion was made Councilor Jordan, seconded by Councilor Chapman to authorize Supervisor Stelmashuck to prepare a plaque recognizing Clara Sterio's year's of service as Assessor. Roll taken...motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Chapman to adjourn at 10:04 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk