

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held January 21, 2010 at the Village Gym. The meeting was called to order by Supervisor Stelmashuck at 7:00 p.m.

PRESENT:

Doug Jordan, Councilor
John Dunham, Councilor
Mary Lou Guindon, Councilor
Mary Anne Phillips, Councilor
Stephen Stelmashuck, Supervisor
Zackary Maurer, Youth Rep.
Kelly Reader, Town Clerk

A motion was made by Councilor Jordan, seconded by Councilor Guindon to appoint Zackary Maurer for the position of Youth Rep. to the Town Board. Roll taken...motion carried.

ALSO PRESENT: Paul Baxter, Tug Hill Rep.; Belden Dawley, Hwy Sup't; L.J. Harvey, Fire Chief; Kathy McGaffick, Bookkeeper; Denise Sigourney, Assessor; Mary LaFlair, Deputy DCO; Karen Gage, BAR; Paul Gage, PL Brd Member; Fred Swartz, Deputy Supervisor; Kathy Swartz, Craig Petit, John Fadden, Deputy Hwy Sup't; Dale Chapman, Dave Fadden, Mary Anne Pelkey, Paul Dayger, Phyllis Dayger, Doug Miller, Miller Engineering; Don Sanderson, Mike Ruffos, Suzanne Heagle, D.J. Sanderson, Boy Scout, and Bob Genant.

APPROVAL OF MINUTES:

December Regular Meeting: A motion was made by Councilor Jordan, seconded by Councilor Phillips to accept the Minutes as received with the correction that Mary Lou Guindon was in attendance. Roll taken...motion carried.

2009 Year End Meeting: A motion was made by Councilor Jordan, seconded by Councilor Phillips to accept the Minutes as received with the correction that Councilor Phillips requested that the Board receive a copy of the Year End Report when completed. Roll taken...motion carried.

SUPERVISOR'S REPORT:

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

February Calendar: Waived until further in the meeting as additional dates need to be designated for meetings.

Revenue Reports: Regular and Justice Reports were received and reviewed by the Board and filed with the clerk.

2009 Payroll Report: The 2009 Payroll Report was received and reviewed by the Board and filed with the clerk.

Committee Appointments 2010-Supervisor Stelmashuck reviewed the committees.

- 1. Community Affairs Committee:** Councilor Guindon & Supervisor Stelmashuck
- 2. Emergency Services & Public Safety Committee:** Councilor Dunham & Councilor Jordan
- 3. Financial Affairs Committee:** Councilor Phillips & Deputy Supervisor Swartz
- 4. General Government Committee:** Supervisor Stelmashuck & Councilor Phillips
- 5. Infrastructure and Public Facilities Committee:** Councilor Jordan & Councilor Dunham

6. Parks, Recreation, & Preservation Committee: Councilor Guindon & Youth Rep. Maurer

Supervisor Stelmashuck stated that the committees should focus on issues of each committee and bring back information to the Board for discussion.

REPORTS:

Legislator's Report: Supervisor Stelmashuck stated that he and Councilor Jordan met with Legislator Leemann. The county is continuing to work on the county budget as the state is looking into implementing cuts that will be passed on to municipalities.

Hwy Sup't Report: Hwy Sup't Dawley stated that the county's snow bills have been submitted and are up to date.

The 2010 snowplow has been run a couple of times and is ready to go.

Councilor Dunham suggested that Hwy Sup't Dawley consider attending a Hwy Training School in June from the 7th to the 9th.

Clerk's Report: Clerk Reader submitted the clerk's monthly report, 2009 Annual Clerk's Report, and the Dog License Report for Dec, 2009.

Assessor's Report: Assessor Sigourney stated that she has been working on processing exemptions. Assessor Sigourney reported that more people are applying for exemptions than in the past. The Assessor also discussed errors in mapping & data. Assessor Sigourney stated that property owners should check the accuracy of their property lines.

CEO Report: Tabled-2009 Revenue Transaction Report for Bldg Permits and Zoning Fees were submitted.

DCO Report: Deputy DCO LaFlair submitted a written DCO Report for Dec. 2009. A copy of the Annual Inspection Report from the State Ag & Markets is on file with the Clerk. The State Ag & Markets Dept. is looking for Kennel Agreements with municipalities and DCO's that maintain their own kennels. Supervisor Stelmashuck asked Attorney Genant if he could prepare a draft for a Kennel Agreement that the Board could consider.

PL Brd Chair Report: Minutes were received for Dec. 2009. PL Brd Vice Chair Swartz stated that the Planning Board is continuing to work on updating the Village's Zoning Laws.

Fire Chief's Report: Fire Chief Harvey gave the Fire Report for Dec. 2009. The 2009 Annual Fire Report was received.

CORRESPONDENCE, COMMUNICATIONS & PETITIONS:

November Library Board Meeting Minutes
December Senior Citizen Report and Activity Calendar
Letter from Village in regards to keys
Resignation Letter from Rec. Coordinator
Rate change letter from Time Warner Cable
Holiday Card from the Community Preservation Corp.
Letter from NY Planning Federation

OLD BUSINESS:

CEO Vacancy: A Joint CEO position is being considered for the Town and Village. A portion of the town taxes are paid for by the Village. All fees collected would be kept by the respective municipalities. If this is approved, an Intermunicipal Agreement would be drawn up for Town and Village approval.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to merge the CEO positions into one CEO position:

Roll taken: Councilor Jordan: Aye Councilor Guindon: Aye
 Councilor Dunham: Aye Councilor Phillips: Aye
 Supervisor Stelmashuck Aye

motion carried.

Door Key System: A motion was made by Councilor Jordan, seconded by Councilor Guindon to add the front door Key Lock System to the Joint Meeting Agenda. Roll taken...motion carried.

Assessment Board of Review Vacancy: Currently, the positions are Town-wide positions. Two responses have been received.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to contact the applicants to see if they still have an interest in the position. If there is still an interest, interviews should be scheduled and include the Assessor with the interviews. Roll taken...motion carried.

ZBA Vacancies and Planning Board Vacancies: Propose resolutions to reduce the members on the ZBA from 5 to 3 and to reduce the members on the Planning Board from 7 to 5 and to consider using the Conservation Advisor as an alternate.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Guindon to propose resolutions to reduce the number on the Planning Board from 7 to 5, to amend the Zoning Law to reduce the number of ZBA members from 5 to 3 and to consider using the Conservation Advisor as an alternate. Roll taken...

Councilor Jordan: Nay Councilor Guindon: Aye Supervisor Stelmashuck: Aye
Councilor Dunham: Aye Councilor Phillips: Aye motion carried.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to propose a resolution to merge the Planning Board Positions and the ZBA Positions into Town-wide positions. Roll taken...

Councilor Jordan: Aye Councilor Guindon: Aye Supervisor Stelmashuck: Aye
Councilor Dunham: Aye Councilor Phillips: Aye
motion carried.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to hold a Public Hearing on February 11th, 2010 at 6:00 p.m. to consider 4 Proposals:

1. Merge the Town and Village CEO Position.
 2. Reduce the number on the Planning Board from 7 to 5 members using the Conservation Advisor as an alternate.
 3. Reduce the number on the ZBA from 5-3 members and to amend the Zoning Law to reflect the reduction of members.
 4. Designate the membership on the Planning Board and ZBA as Town-wide members.
- Roll taken...

Councilor Jordan: Aye Councilor Guindon: Aye Supervisor Stelmashuck: Aye
Councilor Dunham: Aye Councilor Phillips: Aye
motion carried.

Approval of Draft 2005-2007 Audit: A motion was made by Councilor Jordan, seconded by Councilor Phillips to approve the Audit 2005-2007 Draft as presented by the Auditor, Frank Basile. Roll taken...motion carried.

A Public Meeting will be scheduled. The Auditor is still working on the some issues.

OTHER: Fee Schedule for Permit Renewal for East Coast Resort: Discussion was held regarding raising the Permit Renewal Fee. The permit fee covers the annual inspection for the resort.

A motion was made by Councilor Jordan, seconded by Councilor Phillips to charge East Coast Resorts \$100.00 plus an additional \$1.00 per site. Roll taken...

Councilor Jordan: Aye Councilor Guindon: Nay Supervisor Stelmashuck: Nay
Councilor Dunham: Nay Councilor Phillips: Aye
motion fails. Permit Fee remains at \$100.00.

NEW BUSINESS:

2010 Lease Agreement with the Village: The total amount of the Lease for 2010 is \$19,500.00. The amount is ½ payable in January-\$9,750.00 and June-\$9,750.00.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to table approving the Lease with the Village and to revisit joint ownership with the Village. Roll taken...motion carried.

2009 Cemeteries Coordinator's Report: A motion was made by Councilor Jordan, seconded by Councilor Guindon to approve the 2009 Cemetery Coordinator's Report as submitted. Roll taken...motion carried.

Town of Parish/Pleasant Lawn Cemetery Assoc. Cooperative Agreement Renewal: A motion was made by Council Phillips, seconded by Council Dunham to agree for the Highway Dept. to keep Pleasant Lawn Cemetery opened during the winter months and for Pleasant Lawn Cemetery to provide vault storage for the Town if needed. The family would be responsible for payment of storage.. Roll taken...motion carried.

It was the consensus of the Board to revisit fee schedules For Dutch Hill Cemetery with Cemetery Coordinator, Venita Ackley.

Authorize Computer Security Switch to Microsoft Security Essentials-Paul Baxter explained Microsoft Security Essentials works with municipalities and accepts checks. Also Microsoft Security Essentials does provide comparable protection.

A motion was made by Councilor Phillips, seconded by Councilor Guindon to decline the contract with AVG and to contract with Microsoft Security Essentials. Roll taken... motion carried.

MEETING OPEN TO THE PUBLIC:

Paul Baxter reminded the Board that on January 26, 2010 at the Albion Municipal Building, a workshop will be held on Fiscal Oversight/Red Flags for Fraud.

Also, Registration for the upcoming Tug Hill Conference is due by March 22nd, 2010. Supervisor Stelmashuck asked if the Town Officials could submit registrations to the Town Clerk and Village Officials submit registrations to the Village Clerk as requested by Tug Hill.

Discussion was held on the Town's Fund Balance amount.

Councilor Jordan stated that he had met with Hwy Sup't Dawley to discuss Clean-up Day. Councilor Jordan stated that he had some ideas to possibly do something different this year.

Paul Baxter stated that the Supervisor's replacement computer has arrived and he will aid in the process of converting the old information from the old computer to the new computer.

Also, the NYS Attorney General has reported that he has found that some municipalities have been over charged for computers. It is recommended that municipalities retain all receipts on computer purchases.

Suzanne Heagle stated that the needs and concerns of the Village and the Town are different. She does not understand the rationale of everyone on the Planning Board and the ZBA Members being designated as Town-wide. If you are a resident within a particular entity, you may look at an issue differently.

Supervisor Stelmashuck stated that it was a proposal for discussion.

Karen Gage stated as an observation that if candidates for the Assessment Board of Review have an opportunity to be interviewed, why not those candidates that have an interest in serving on the Planning Board.

Supervisor Stelmashuck responded that the BAR has to have at least 3 members and there is no provision for consideration of reduction.

DJ Sanderson was present to request permission to construct an Eagle Scout Project at Merrill Park near the nature trail.

A motion was made by Councilor Phillips, seconded by Councilor Jordan to authorize DJ Sanderson to draw up plans for the project and to submit them to the liaisons, Councilor

Guindon and Zack Mauer, Youth Rep. from the Parks, Rec. and Preservation Committee for review. Roll taken...motion carried.

Doug Miller from Miller Engineering introduced himself and reviewed some history on some projects that his firm has been involved with in Oswego County.

If the Town of Parish needs any engineering services, he would like to be considered. Mr. Miller stated that he felt that he could work cost effectively with the Town.

Supervisor Stelmashuck thanked Mr. Miller for his presentation.

Mary Anne Pelkey asked if the Highway Dept. plows the Fire Dept.. Supervisor Stelmashuck stated that they do not plow the parking lot, but they do plow the drive that connects Church Street and Union Street to aid the Fire Department when they need to be dispatched.

Mary Anne Pelkey also asked if the Town Attorney still has a conflict of interest because he works in the DA's Office with particular Town issues.

Supervisor Stelmashuck responded that the conflict doesn't exist at this time, but it could resurface. The Special Counsel is used on an as needed basis.

Assessor Sigourney discussed cemetery fees with the Board.

Councilor Phillips thanked the Board for allowing the Councilors to attend the Association of Town's Training in Rochester.

A motion was made by Councilor Phillips, seconded by Councilor Jordan to schedule a workshop on Thursday, Feb 4th at 7:00 p.m. to discuss cemetery fees and information from the Assoc. of Town's Training. Roll taken...motion carried.

Paul Baxter discussed solicitation for RFP's for engineering services. The Board needs to define what they are looking for specifically. The Board will discuss the matter further and then proceed with advertising for RFP's to contract for engineering services.

Councilor Phillips expressed interest in attending a school May 5th-7th.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF BILLS:

General Fund: Discussion was held regarding reconsideration of voucher #30 to authorize Councilor Guindon to attend classes at SUNY Oswego.

A motion was made by Councilor Phillips, seconded by Councilor Jordan to rescind the motion to authorize Councilor Guindon to attend classes at SUNY Oswego and to pull voucher #30 from the January-General Fund Abstract as they do not feel that the Town would benefit from Councilor Guindon's attendance.

Discussion: Councilor Guindon explained that she felt that the class would benefit the Town as there is a lot of networking and the Town does work with non-for-profit organizations.

Roll taken...

Councilor Jordan: Aye Councilor Guindon: Nay Supervisor Stelmashuck-Nay

Councilor Dunham: Nay Councilor Phillips: Aye

Motion failed.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to approve the bills to the General Fund, those being claims #1-#43 for a total warrant of \$18,677.22. Roll taken...motion carried.

Highway Fund: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to approve the claims to the Highway Fund, those being claims #1-#23 for a total warrant of \$11,946.10. Roll taken...motion carried.

EXECUTIVE SESSION: A motion was made by Councilor Phillips, seconded by Councilor Guindon to enter into Executive Session at 9:55 p.m. taking a 5 minute recess to discuss Contract Negotiations for the Teamster's Union. Roll taken...motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Phillips to adjourn from Executive Session to the Regular Meeting at 10:06 p.m. Roll taken...motion carried.

A motion was made by Councilor Phillips, seconded by Councilor Jordan to adjourn at 10:07 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk