

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held February 18th, 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 Ann Phillips, Councilor
Stephen Stelmashuck, Supervisor
Kelly Reader, Town Clerk

Absent: Zackary Maurer, Youth Rep.

Also Present: L.J. Harvey, Fire Chief; Belden Dawley, Hwy Sup't; Denise Sigourney, Assessor; Mary LaFlair, Deputy DCO; Paul Gage, PL Brd Member; Kathy McGaffick, Bookkeeper; Bill Scriber, PL Brd Chair; Maureen Wafer, Suzanne Heagle, Mary Anne Pelkey, and Paul Baxter, Tug Hill Rep.

APPROVAL OF BILLS:

2010 Organizational Meeting Minutes: A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the Minutes of the 2010 Organizational Meeting as received. Roll taken...motion carried.

January Joint Minutes: A motion was made by Councilor Jordan, seconded by Supervisor Stelmashuck to approve the January Joint Minutes as received. Roll taken... Councilor Phillips-opposed...motion carried.

January Regular Meeting: A motion was made by Councilor Phillips, seconded by Councilor Phillips to approve the Minutes as received with the correction that Councilor Phillip's name should be spelled Mary Ann with out an e. Roll taken...motion carried.

SUPERVISOR'S REPORT:

The Bookkeeper stated that copies have been provided to the Board for outgoing and incoming revenue for the month of January.

Supervisor's Financial Report: The Supervisor's Financial, Revenue, and Justice Revenue Report was submitted to the Board and filed with the clerk.

It was discussed to have the last three years and the current year for revenue received from the Justice Court documented on the reports.

March Calendar: The March Calendar will be available at a later date as more dates need to be confirmed.

COMMITTEE REPORTS:

Community Affairs: No Reports.

Emergency Services & Public Safety Committee: Councilor Dunham stated that they are getting closer to the codes office getting organized. Councilor Jordan discussed the possibility of picking up articles for Spring Clean Up Day for those who can't bring the articles down to the Highway Department for disposal.

Highway Sup't Dawley stated that he did not have a problem with designating a Saturday at the Highway Department and aiding with equipment and staff for Clean Up Day but he was not in favor of devoting work days for that purpose as he had road projects to be completed.

It was suggested to run the request by the union.

Financial Affairs Committee: Councilor Phillips stated she would like to attend a class in May sponsored by the Association of Towns regarding fiscal affairs.

Obtaining Boiler Plate Policies from Tug Hill was discussed. Paul Baxter was going to

look into the request.

Audit for 2009-Discussion was held regarding conducting an audit for 2009. It was suggested to request the Comptroller's Office to conduct an audit. If they are unable to conduct an audit in a timely manner, Frank Basile's Auditing Firm will be asked to complete an audit.

Supervisor Stelmashuck stated that the auditor stated that the Final Draft should be sent to the Board sometime in March.

General Government Committee: No Report.

Infrastructure & Public Facilities Committee: Report under Legislator's Report.

REPORTS:

Legislator's Report: Supervisor Stelmashuck read an e-mail from Legislator Leemann. Legislator Leemann has been re-elected to serve as Chairman to the Legislature. Legislator Leemann's State of the County Address was reviewed and Supervisor Stelmashuck stated that he would make copies for the Board Members. Supervisor Stelmashuck stated that he, Councilor Jordan, and Hwy Sup't Dawley met with Legislator Leemann to discuss the possibility of utilizing the fuel depot and salt storage at the County Highway Garage at Dill Pickle Alley through an Intermunicipal Agreement.

Hwy Sup't Report: Hwy Sup't Dawley stated that there have been no major problems. Also, Hwy Sup't Dawley stated that the Board should look into replacing the lights at the Town Barn as the wiring is bad.

A motion was made by Councilor Phillips, seconded by Councilor Dunham to have National Grid conduct an energy audit at the Highway Garage. Roll taken...motion carried.

The gas log sheets were discussed to compare them with the gas bills.

Also, Councilor Phillips requested Hwy Sup't Dawley to contact the State DOT requesting them to install signage indicating that the Amish use State Rt. 69 for travel by horse and buggy.

Clerk's Report: Clerk Reader submitted the Clerk's Report and the Dog License Report for January, 2010.

Assessor's Report: Assessor Sigourney stated that she placed an ad regarding exemption deadlines in the paper. Also, the ad explained the different types of exemptions available to homeowners. Assessor Sigourney stated that she is processing exemptions and working on updating properties by permits that have been issued.

CEO Report: Temporary CEO Wafer submitted a written CEO Report for January 2010 and reported that she is trying to organize the CEO's Office.

Also, Bob Dalton needs a key to the upstairs office.

DCO Report: Deputy DCO LaFlair submitted a written DCO Report. The Lease Agreement between the Town and the DCO for leasing kennel space was presented for review and approval.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to approve the Lease Agreement for leasing a Dog Shelter between the Town of Parish and the DCO LaFlair as presented. Roll taken...motion carried.

Planning Board Report: Planning Board Chair Scriber reported that they are working on revising the Town's Zoning Law. Also, discussion was held on designating different zones within the Town of Parish

Fire Chief's Report: Fire Chief Harvey gave the Fire Report for January 2010. Fire Chief Harvey reported that January calls were up by 10.

CORRESPONDENCE, COMMUNICATIONS, AND PETITIONS:

2009 Annual Report from Community Preservation Corporation

2009 Annual Report Local Government Efficiency Program

Tug Hill Reg-March 10th, 2010-reminder get registration into the Town Clerk.
Councilor Dunham stated that grant deadlines are fast approaching and the Board should contact the grant writer.

OLD BUSINESS:

Code Enforcement Officer Vacancy: A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to appoint Maureen Wafer as the Town of Parish CEO/ZEO Officer. Roll taken...motion carried.

Assessment Board of Review Vacancy: Interviews will be held prior to the Town Board Meeting on March 18th at 6:00 p.m.

Zoning Board of Appeals Vacancy: A local law has to be passed to legally create a Joint ZBA. The Town and Village Attorneys will be drafting the local law.

Planning Board Vacancy: A local law has to be passed to legally create a Joint Planning Board. Also, the Town and Village Attorneys will be working on drafting a local law to meet requirements.

It was suggested to schedule a workshop with Tug Hill with the Joint Board, the Planning Board and the ZBA to discuss the functions and responsibilities of the Planning Board and the ZBA. Also, to discuss how the Boards can operate effectively.

Dog Enumeration: Discussion was held regarding conducting a Town-wide Dog Enumeration. The individual or individuals selected to conduct the enumerations need to be dedicated and obtain accurate information in a timely manner.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to conduct an Enumeration and to run a block ad for two weeks. Roll taken...motion carried.

2010 lease Agreement with the Village: Tabled until after Executive Session.

NEW BUSINESS:

Proposal from Miller Engineers: Councilors should review information and think about RFP's.

Wireless: Wireless capability was discussed. Paul Baxter stated the option should be discussed with the Village and he would be happy to implement the system if it's decided to move forward.
Password protection was discussed.

Microphone System: Discussion was held that it was a possibility to obtain a microphone system through a Justice Grant.

MEETING OPEN TO THE PUBLIC:

Mary Anne Pelkey stated that she hoped that the Highway Dept. would change their minds about picking up articles for Spring Clean-up Day to help the community.

The Town Building Fund was discussed and adding additional revenue to the fund will be discussed by the councilors.

Karen Gage asked about the Town's Grant Writer.

Supervisor Stelmashuck stated that the Town will be contacting our Grant Writer to discuss grant opportunities.

Suzanne Heagle stated that she feels that the Joint Meetings use to be productive, but she does not feel that way any more. The last few meetings that she has attended have not been productive. She also stated that these are her feelings and not the feelings of her husband.

It's her opinion that there is nothing productive when individuals that sit on the Village Board, Town Board, and Joint Board are sniping at one another. Just because you disagree with someone does not make them your enemy. Supervisor Stelmashuck stated that Board Members should strive to set an example.

Fire Chief Harvey stated that NYS has mandated that Carbon Monoxide Detectors be installed in each floor of every home.

911 numbers were discussed for safety purposes.

Paul Baxter stated that he would obtain some posting requirements adopted by the County for the Town.

Paul Baxter stated that he would like to welcome Maureen Wafer as the new CEO for the Town of Parish.

Discussion was held regarding the meeting hosted by the Village with the school, Tug Hill, and Operation Oswego County on the closings of the Altmar and Parish Elementary Schools. The meeting proved to be very productive.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF BILLS:

General Fund: A motion was by Supervisor Stelmashuck, seconded by Councilor Jordan to approve the claims to the General Fund, those being claims #43-#82 for a total warrant of \$18,840.34. Roll taken...motion carried.

Highway Fund: A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to approve the claims to the Highway Fund, those being claims #24-#51 for a total warrant of \$18,840.34. Roll taken...motion carried.

EXECUTIVE SESSION: A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to take a five minute recess at 9:23 p.m. and to enter into Executive Session to discuss lease of Real Property and personnel. Roll taken...motion carried. Bookkeeper McGaffick and Clerk Reader were invited to attend.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to adjourn from Executive Session to the Regular Meeting at 10:23 p.m. Roll taken... motion carried.

Capital Bldg Fund: A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to transfer \$200,000 from the B Fund Balance to be encumbered for the Municipal Bldg Account. Roll taken...

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

Municipal Bldg: A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to build a Town Municipal Building this year on one of two sites to be determined with designs to be determined with the anticipation of completion this year. Roll taken...

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

Lease with the Village: A motion was made by Supervisor Stelmashuck, seconded by Councilor Guindon to sign the lease with the Village for 2010. Roll taken...

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

PL Brd Clerk Resignation: A motion was made by Councilor Phillips, seconded by Councilor Jordan to accept Lynn Wood's resignation for the position of Planning Board Clerk effective immediately. Roll taken...motion carried.

Temporary PL Brd Clerk: A motion was made by Councilor Phillips, seconded by Councilor Jordan to authorize Supervisor Stelmashuck to appoint a Temporary Clerk for the February Planning Board Meeting only for the purpose of taking Minutes. Roll taken...motion carried.

Laptops and Wireless capability was discussed.

A motion was made by Councilor Jordan, seconded by Councilor Phillips to adjourn at 10:35 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk