

## REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held April 21<sup>st</sup>, 2011 at the Village Gym. The meeting was called to order by Supervisor Stelmashuck at 7:00 pm.

**Present:** Stephen Stelmashuck, Supervisor  
Doug Jordan, Councilor  
John Dunham, Councilor  
Mary Lou Guindon, Councilor  
Mary Ann Phillips, Councilor  
Kelly Reader, Town Clerk

**Also Present:** L. J. Harvey, Fire Chief; Belden Dawley, Highway Superintendent; Bill Scriber, Planning Board Chairman; Mary LaFlair, Deputy DCO; Mary Anne Pelkey, John Horning, Dale Chapman, Dan Burns, Bookkeeper; Gary Wood, Lynn Wood, Matt Hall, Anne Sobotka, Bob Genant, Town Attorney; and Paul Baxter, Tug Hill Rep.

### APPROVAL OF BILLS:

**March Regular Meeting Minutes:** a motion was made by Councilor Jordan, Seconded by Councilor Guindon to approve the Minutes of the March regular Meeting as received. Roll taken...motion carried.

**March Joint Meeting Minutes:** The Joint Minutes will be reviewed and approved at the May Joint Meeting.

### SUPERVISOR'S REPORTS:

**Supervisor's Financial Report:** Supervisor Stelmashuck stated that there is no report at this time as information is being updated in the computer.

**The May Calendar:** The May Calendar was presented and reviewed by the Board.

**Revenue Reports:** The General and Justice Revenue Reports were received by the Board and filed with the Clerk.  
The Justice revenue is up.

### COMMITTEE REPORTS:

**Community Affairs, Parks, Preservation and Recreation Committee:** Councilor Guindon stated that the Committee has produced a News Letter and it will be mailed once approval has been received from the Board. Councilor Guindon, Kathy Allardice and Mickey Dietrich, NYS Tug Hill Commission implemented a GPS Mapping Program on the trails in Merrill Park. This will aid when applying for grants.

**Emergency Services and Public Safety Committee:** Councilor Dunham stated that the Fire Department will begin purchasing 500-911 signs that the public can purchase. The 911 signs will be a stand alone unit and the Fire Dept. will install them for the public. The fee is \$20.00.

**Financial Affairs Committee:** Councilor Phillips and Deputy Supervisor Swartz are working reconciling the bank statements. The auditors are conducting an audit on the Town's financial records, policies and procedures.

**General Government Committee:** Supervisor Stelmashuck stated that a committee has been created to give suggestions on the Town's budget. Currently, Councilor Phillips, Chair; Councilor Jordan, Trustee Houghton, Trustee Chatterton, Dale Chapman, Dick Palmer and Jack Rucynski are on the Committee.

**Infrastructure Policy and Public Facilities Committee:** A May Workshop will be designated to review policies.

**Task Force:** March Minutes were submitted by Fred Swartz.

**Water Committee:** Trustee Allardice, (Report was presented at the last Joint Meeting).

**REPORTS:**

**Legislator's Report:** Legislator Leemann is not seeking re-election. Supervisor Stelmashuck stated that he will miss Legislator Leemann's leadership at the County level. Also, Supervisor Stelmashuck stated that it was an honor for our district because Legislator Leemann served as Chairman of the Legislature.

**Highway Superintendent Report:** Highway Superintendent Dawley reported that a snowplow was being overhauled.

Also, the Highway Department has been patching holes and repairing shoulders. Highway Superintendent Dawley submitted 2 quotes to replace the time clock at the Highway Garage. 1 quote is an updated version of the current clock-\$1,311.00. 2<sup>nd</sup>. quote is a computer programmable unit that has the capability of programming all the union contract specifications in it. The quote is \$5,193.00. The Board will review the information before the May Meeting. Highway Superintendent Dawley stated that the blocks at the Highway Department are in bad need of repointing and repair. A lift needs to be rented to reach the higher areas. The lift price is \$160.00 per day, \$500.00 by the week and \$1,500.00 by the month. Supervisor Stelmashuck stated that the building is in poor shape. Some doors and windows are in need of repair or replacement. Supervisor Stelmashuck suggested that the Board Members take a drive down to the building to check out the problem.

**Clerk's Report:** Clerk Reader submitted the March Clerk's Report and the Dog License Report.

**Assessor's Report:** Tabled.

**CEO Report:** CEO Wafer gave the CEO Report. The County has designated Earth Day on April 22, 2011.

Clean-Up Day for the Village and Town has been tentatively scheduled for June 18<sup>th</sup>, 2011 from 7:30 am to 11:30 am.

**DCO Report:** Deputy DCO LaFlair gave the DCO Report for March. Deputy LaFlair stated that 6 tickets have been issued for not complying to licensing dogs 4 months of age or older. Additional tickets will be issued. Deputy DCO LaFlair stated that she can only issue 5 or 6 tickets per court night.

**Planning Board Chair Report:** The Planning Board Minutes were received by the Board. Planning Board Chair Scriber stated that the Village Zoning Law and Subdivision Law have been updated. The final draft should be ready to present to the Village Board soon and then a Public Hearing can be set.

The Town's Zoning Law may have some additional amendments added. Planning Board Chair Scriber stated that the Tug Hill Conference was very informative and educational. The 911 cell tower installed by the County off of St. Mary's Road was discussed. Supervisor Stelmashuck stated that apparently it is located on private property. However, the County was supposed to provide information to the Town on the cell tower. The portion of Jennings Road located in the Town of Parish used to access the property was supposed to be discussed with the Town. If the abandoned road is used it's supposed to be brought up to Town Road Specs and the Highway Superintendent is supposed to be consulted.

**Fire Chief's Report:** Fire Chief Harvey gave the Fire Report for March 2011. There has been 101 Calls year to date.

There have been 11 calls for the month of April.

The Burn Ban is in effect until May 16<sup>th</sup>. There will be no warnings and the fine is \$375.00 for the first offense.

**Tug Hill Circuit Rider Report:** Paul Baxter, Tug Hill Representative stated he was sure that everyone had heard that the Tug Hill Commission had been reinstated with a 10% cut.

The Sage Commission will conduct a comprehensive review of every agency of State Government and recommended structural and operational changes in government to reduce and eliminate unnecessary and ineffective agencies.

The next Tug Hill Commission Meeting will be held May 25, 2011 at 4:00 pm in Amboy. The 2012 JCC Conference will be held on March 29<sup>th</sup>.

#### **CORRESPONDENCE, COMMUNICATIONS AND PETITIONS:**

Supervisor Stelmashuck read a card from Mr. & Mrs. Bill Bookheimer praising the Fire Department and expressing their appreciation regarding an emergency response to their home.

A letter from Assembly Member Tenney was received in response to the State Route 69 Road project requesting no further delays and to possibly move the project sooner as the road is in very bad need of renovation.

#### **OLD BUSINESS:**

**Audit by the Comptroller's Office:** The audit by the Comptroller's Office is continuing. A report will be given when the audit has been completed.

**New Vision:** Councilor Guindon stated that Mr. Branca is looking for funding.

**2010 Audit by Frank J. Basile:** The internal audit is on hold until the Comptroller's Office has completed their audit.

#### **NEW BUSINESS:**

**Workshop Reminder-**April 28, 2011 at 6:00 pm, the County Real Property Director, ORPS and the Assessment Board of Review will be present to discuss the reval process and exemptions.

**Dean Smith-**Allure Visual Ensemble request tabled.

**Remodeling of Meeting/Court Room:** Copies of the proposal to renovate the room for additional office space for the court was received by the Board. The cost for labor and materials are estimated to be around \$3,500.00. Payment for the renovations will be through an increase in rent to the Village.

Also, Supervisor Stelmashuck stated that after representatives from the 5<sup>th</sup> Judicial System visited the court room, they expressed concerns about safety issues.

Councilor Jordan questioned if the Village was going to pay half of the renovations. Supervisor Stelmashuck responded no as they are not requesting the renovations; they do not get any portion of the revenue from the court and a portion of the Village taxes helps fund the Justices.

A motion was made by Councilor Guindon to approve renovations to the courtroom for a one time rent increase up to \$3,500.00 to be split over the remaining months from July to December. Roll taken...Councilor Phillips-aye, Councilor Jordan-nay, Councilor Guindon-aye, Councilor Dunham-aye, and Supervisor Stelmashuck-aye.

...motion carried.

**Key Bank Community Service Day-**May 24<sup>th</sup>. Key Bank employees are requesting permission to do some community service activities at the park and the corner lot. Possibly painting and planting flowers.

A motion was made by Supervisor Stelmashuck and seconded by Councilor Jordan to allow Key Bank Employees access to Town Property, providing materials and tools for the purpose of performing community service activities such as painting and planting flowers. Roll taken...motion carried.

**Increase Mileage Rate-** It was the consensus of the Board to keep the mileage rate at 50 cents per mile at this time.

**Move Joint Meeting Date to May 4<sup>th</sup>-** A motion was made by Supervisor Stelmashuck and seconded by Councilor Guindon to move the Joint Meeting from May 12, 2011 to May 4, 2011 at 7:00 pm to discuss the reuse of the Elementary school with the consulting engineers. Roll taken...motion carried.

## **OTHER:**

**Councilor Guindon** distributed a price quote for a Town Newsletter of \$625.58. The price is a little more expensive but no folding or taping is required.

It was suggested by the Clerk to possibly ask other organizations such as the Chamber of Commerce, the Historical Society and others to contribute toward the cost of the newsletter and it would include information that they would like in about their organizations..

A motion was made by Councilor Guindon and seconded by Councilor Dunham to provide funds of \$625.58 to mail out an eight page newsletter to the residents and to also provide the information on the Town's Website.

Roll taken...Councilor Dunham-Aye, Councilor Guindon-Aye, Supervisor Stelmashuck-Aye, Councilor Jordan-Nay and Councilor Phillips-Aye, motion carried.

## **MEETING OPEN TO THE PUBLIC**

Mary Anne Pelkey stated that she thought that the Board always waits until they are pressured into making a decision. If decisions were made in a more timely manner it could save money. Also, Ms. Pelkey stated that more respect should be given when discussing what people can do with their own property. The government shouldn't have control on how or what people do with their own property.

John Horning stated that at the last meeting, the Board directed the Assessor to set up meetings and to make herself accessible. There were phone issues when trying to contact the Assessor. Mr. Horning stated that he didn't feel that the Assessor was qualified to do the job as she was not certified when she was appointed.

The same question is being asked where is the Assessor and when will she be in.

Gary Wood asked several questions:

#1-Who was on the Assessor's Committee?

Supervisor Stelmashuck responded that he thought he served on it along with Councilor Jordan and former Councilor Dale Chapman.

He would have to refer back to the minutes to be sure.

The ad to solicit for a Sole Appointed Assessor stated that the candidate had to be NYS certified and an experienced Assessor.

The Assessor did not become certified until March 3, 2010. Mr. Wood stated that the committee did not do their homework as the Assessor was not certified until 14 months later.

Mr. Wood feels that the reval is illegal.

Supervisor Stelmashuck stated that a workshop is scheduled for April 28<sup>th</sup> and ORPS, Oswego Real Property Director, the Assessor, the BAR and the Town Board will be present. Supervisor Stelmashuck suggested for anyone that has questions regarding the reval to attend the workshop.

Matt Hall agrees that the Assessor is not accessible to the people.

The Town Board, State and County are not checking her work on the reval.

Mr. Hall checks sales of property with the Oswego County Office of Real Property.

Property is selling for around \$600.00 per acre. The Assessor raised acreage value to \$1,000.00 to \$2,000.00 per acre, which Mr. Hall feels is way out of line according to recent sales.

Mr. Hall feels that the Town Clerk should not be overloaded with phone calls and questions regarding the reval as the Assessor should be available for the public's questions.

Mr. Hall asked the Board who was the boss the Assessor or the Board.

Supervisor Stelmashuck suggested that Mr. Hall attend the workshop on April 28<sup>th</sup> at 6:00 p.m.

Dale Chapman asked if the Village solicited bids for the renovations.

Supervisor Stelmashuck stated that the Village is not required to solicit for bids under \$5,000.00.

Mr. Chapman's second question is how much money did the second shift on the Highway Department save?

Councilor Phillips stated that she will get the figures.

Fire Chief Harvey stated that a Pancake Breakfast will be held on May 8<sup>th</sup> at the Fire Station.

A mock DWI accident will be held at APW on May 12<sup>th</sup>. The Fire Department will hold a Rural Water Supply Training Class on June 1, 2011.

Clerk Reader stated that she realizes that who ever conducts a reval that it is a controversial issue regarding the taxpayers.

A lot or residents are coming to the Clerk's Office requesting direction and aid regarding the reval due to the fact that the Assessor is only available one day a week. Without a Clerk, it puts a lot of extra work on the Village and Town Clerk's Offices. Clerk Reader stated that she feels the Assessor does need a Clerk and it's the Town Board's job to set hours for appointed officials if the present hours are not accommodating the public. The Board appoints appointed positions. Supervisor Stelmashuck stated that a Sole Appointed Assessor is appointed for 6 years.

#### **MEETING CLOSED TO THE PUBLIC**

#### **APPROVAL OF BILLS**

**General Fund:** A motion was made by Supervisor Stelmashuck and seconded by Councilor Jordan to approve the claims to the General Fund, those being claims #129 to #175 for a total warrant of \$18, 385.43. Councilor Phillips questioned claims #172, #175 and the Federal charges on the phone bills. #172 was increased by \$7.60 and #175 was decreased by \$3.00. Supervisor Stelmashuck stated that we could check with the State Comptroller's Office regarding the Federal tax on the phone bills. The total warrant changed to \$18,390.03. Roll taken.... Councilor Phillips-nay...motion carried.

**Highway Fund:** A motion was made by Supervisor Stelmashuck and seconded by Councilor Jordan to approve the claims to the Highway Fund, those being claims #58 to #83 for a total warrant of \$10, 513.85. Roll taken...motion carried.

#### **EXECUTIVE SESSION**

A motion was made by Supervisor Stelmashuck and seconded by Councilor Jordan to enter into Executive Session at 9:35 pm to discuss pending litigation and personnel. Roll taken...motion carried.

A motion was made by Councilor Jordan and seconded by Councilor Guindon to adjourn Executive Session at 9:48 pm. Roll taken...motion carried.

A motion was made by Councilor Dunham and seconded by Councilor Phillips to settle the pending litigation with NYS Teamster Health and Hospital Fund. Roll taken... motion carried.

A motion was made by Councilor Dunham and seconded by Councilor Jordan to adjourn at 9:50 pm. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk