

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held July 21st, 2011 at the Village Gym. The Meeting was called to order by Supervisor Stelmashuck at 7:00 p.m.

PRESENT:

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

Also Present: Belden Dawley, Hwy Sup't; Paul Baxter, Tug Hill Rep.; Maureen Wafer, CEO; L.J. Harvey, Fire Chief; Paul Gage, PL Brd Member; Bill Scriber, Pl Brd Chair; Karen Gage, BAR Member; Bob Chamber, Conservation Advisor; Bill Alsworth, Hwy Employee; Mary LaFlair, Deputy DCO; Steve Cronk, Oswego County ATV Club President; Brian Hilton, Oswego County ATV Club Vice president; Dale Chapman, John Horning, Barb Horning, Rich Horning, and Jack Rucynski.

APPROVAL OF MINUTES:

Special Meeting Minutes: A motion was made by Councilor Phillips, seconded by Councilor Dunham to approve the Minutes of the Special Meeting held June 9th, 2011 to consider abolishing the Tax Collection Position for the Town of Parish. Roll taken...motion carried.

Regular June Minutes: A motion was made by Councilor Dunham, seconded by Councilor Jordan to approve the Minutes of the June 16th, 2011 Regular Meeting as received. Roll taken...motion carried.

SUPERVISOR'S REPORTS:

Supervisor's Financial Report: Supervisor Stelmashuck presented a summary of revenue and expenses for A & DA Town-wide Accounts and B & DB Part Town Accounts outside the Village. This report was provided from a recommendation from the State Comptroller's Office.

August Calendar: The August Calendar will be available at the July 28th, 2011 workshop.

Revenue Reports: The Regular and Justice Reports for 6/2011 were received by the Board and filed with the clerk.

Some of the information was not printed on the Justice Reports.

Supervisor Stelmashuck stated that he would get a revised copy with the missing information from the

Bookkeeper.

Community Affairs, Parks, Preservation and Recreation and Recreation Committee: Councilor Guindon met to discuss finding ways to promote the Town Park

The possibility of installing a 3-hole driving or chipping course was discussed. Randy Banks has agreed to donate the materials for the driving range.

Supervisor Stelmashuck stated that the more activities that the Town can offer at the park would encourage more use of the park.

Councilor Phillips stated that she had concerns regarding safety and liability.

Discussion was held regarding solutions to promote safe and enjoyable activities.

Emergency Services and Public Safety Committee: Councilor Dunham stated that he had spoken to the President and Director of McFee Ambulance regarding changing the Ambulance Contract to accommodate the Town's fiscal year. Two Contracts were received, one ending 12/31/2011 and one that begins on 1/1/2012 and ends on 12/31/2014. Councilor Dunham stated that he would like more discussion in Executive Session regarding the contracts. Also, more 911 signs have been distributed and installed.

Councilor Dunham stated that he would like all Village and Town Board Members to install the 911 signs to set an example to the community as the signs aid in finding locations faster during an emergency.

Financial Affairs Committee: Councilor Phillips stated that she works with Deputy Supervisor Swartz on reconciling the Town's Checking Accounts and they need to schedule a meeting with the Bookkeeper. Also, the Efficiency Committee meets on Mondays.

General Government Committee: Supervisor Stelmashuck stated that the audit from the Comptroller's Office continues as the auditor has called for additional information. No report at this time when a final report will be received.

Infrastructure, Policy and Public Facilities Committee: Councilor Jordan stated that he had nothing to report at this time.

Task Force: June Minutes were submitted by Fred Swartz.

Water Committee: There is no additional information on the Water Study other than there isn't any money for funding at this time.

REPORTS:

Legislator's Report: No Report at this time.

Hwy Report: Hwy Sup't Dawley stated that the Highway Department has been working on Crim Road and there were a lot more problems than originally anticipated. Water has been running under the road, freezing and heaving the road. A drainage system had to be installed to prevent the problem from reoccurring.

The road is now opened but they have some additional work that needs to be done to complete the road project.

¾ of the Town Roads have been mowed.

3 men are on vacation for the next two weeks.

4 men will be on vacation next week.

Hwy Supt Dawley stated that there has been some vandalism at the Town Park again. The restrooms had damage to the toilet paper dispensers and some flooding had occurred. The concession stand was broken into again. Also, cars are being driven where they are not allowed. Hwy Sup't Dawley stated that he was waiting on a Police Report.

Possibly repair could be covered under the Town's insurance.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to authorize Hwy Sup't Dawley to demolish the food stand at the Town Park. Roll taken...motion carried.

Quotes on Pressure Washer:

J.C. Smith, Inc-\$50.00 per day, \$150 per week, \$450.00-28 day rental

Admar Supply Company-\$50.00 per day, \$150.00 per week, \$450.00-4 weeks

Additional costs-Hose Rental-\$5.00/day, \$15.00/week, \$45.00/4 weeks \$1.65-Environmental Fee & \$95.00 Pickup Charge

Quotes on Lift Rental:

Lift Rental-\$500.00/Week \$1,500/One Month

It was the consensus of the Board to sell the scrap metal behind the Highway Garage to pay for the rental of equipment to repair the Highway Garage.

Clerk's Report: Clerk Reader submitted a written Town Clerk's Report and a Dog License Report for June, 2011.

Assessor's Report: Assessor Sigourney was excused as she was attending Assessor's Training at Cornell.

CEO Report: CEO Wafer gave a CEO Report for June, 2011.

No Parking Signs at East Coast Resorts: CEO Wafer stated that there are a minimum number of cars allowed in the park because of code requirements.

DCO Report: Deputy LaFlair submitted a written DCO Report for June & July, 2011. Deputy DCO LaFlair stated that she has received a number of dog complaints. Tickets have been issued to dog owners for non-compliance to dog licensing. The tickets have been mailed to save on mileage. Cremation costs for dogs was discussed.

Planning Board Chair Report: The Board received copies of Planning Board Minutes for June, 2011.

Planning Board Chair Scriber stated that he had attended some Homeland Security Training and it may be useful when the Town updates their Emergency Plan.

Also, Planning Board Chair Scriber stated that he was surprised to learn that the Town was going to a voucher system for payments to the Planning Board Members.

Mr. Scriber stated that he did not understand the reason behind the recent decision and that he was curious why the Planning Board was not involved in the decision.

Councilor Jordan responded that it was decided by the Board during budget time and it should have been implemented in January.

Councilor Jordan stated that other Towns use the voucher system for payment and the reason behind the decision was to save the Town money on payroll.

Planning Board Chair Scriber stated that he thought he should have been included in the discussion and that the Planning Board could have been better prepared for the change in the payroll process.

Fire Chief's Report: Fire Chief Harvey gave the Fire Report for June, 2011. The Fire Company has received another grant from the DEC.

Tug Hill Circuit Rider's Report: Paul Baxter had a copy of information for the Board on Highway Right-Of-Way.

Also, a copy of the Town of Constantia's Fee Schedule was available for the Board's Review.

Surveys are available on-line on the Reuse of Parish Elementary.

CORRESPONDENCE, COMMUNICATIONS, & PETITIONS:

Letter from Trusted Bancorp.

Letter from Audra Pelsue, Eastern Copy Products

Memo from Paul Baxter-Circuit Rider

Letter from State Real Property

Grievance Day Petition from Liz Panek

Memo from Comptroller's Office

OLD BUSINESS:

Audit by the Comptroller's Office: No new updates from the Comptroller's Office.

Budget Workshops: Discussion was held by the Board to begin the budget process earlier this year.

Also, discussion was held to invite the BAR and the Assessor to the August 25th Workshop.

New Visions, CNY Wireless, Comp Direct USA: Comp Direct USA requested to be placed on the agenda for the August Meeting.

No update on New Vision's last report Mr. Branca was looking for funding for the project.

There has been some interest expressed regarding the AT&T Town in Amboy for internet access.

Copier Quotes: The following copier quotes were received for a copier for the Town and Village Clerks' Office as the current lease will expire on 8/21/2011.

Eastern Copy Products:-Konica-26 Copies per minute.

Lease and Service Contract--\$178.00 per month-48 month lease.

NYS Contract: Purchase-\$4,785.83

Promo-\$3,087.00.

Quality Office Equipment: Sharp-MX-M260-26 Copies per minutes.

Lease & Service Contract-\$189 per Month-36 month lease.

Purchase-\$3,995.00-One Year Warranty

Advanced Business Systems, Inc.-Kyocera Mita-30 Copies per minute.

Lease and Service Contract-\$179.61-39- month lease.

Purchase-\$4,581.00

A motion was by Supervisor Stelmashuck, seconded by Councilor Phillips to purchase a copier from advanced Advanced Business Systems for the amount of \$4,581.00 based on recommendation from the Town and Village Clerks. Roll taken...motion carried.

Office Hour Letters:-Assessor and Code Enforcement Officer: Assessor Sigourney submitted a letter explaining her job duties and responsibilities. Also, she stated that she in the Assessor's Office on Wednesdays from 10:00 am to 3:00 p.m.

Discussion was held on the state's formula to determine assessments.

Currently, there is no number on how many pursued Small Claims from Grievance determinations. A

number should be available at a later date.

CEO Office Hours: CEO Wafer's letter stated that currently her office hours are Monday-Thursday, 1:00 p.m. to 5:00 p.m. Also, she attends Town, Village, and Planning Board Meetings. CEO Wafer stated that she addresses question from home.

McFee Ambulance Contract: The Town has received two contracts, one to complete the Town's Fiscal Year-Expires-12/31/2011 for the amount of \$5,509.53.

The second contract runs from 1/1/2012 to 12/31/2014.

2012-\$12,423.45

2013-\$13,665.80

2014-\$14,349.09

More discussion will be held during Executive Session.

Response on Town's Federal Tax Exempt Status: Clerk Reader stated that the issue with Broadview has finally been resolved. If back reimbursement is collected the

Town would need to file with the State Department of Taxation and Finance.

Also, National Grid will also no longer be charging tax for the Merrill Park Electric Account.

Councilor Phillips stated that she would still like the surcharges defined that are on the phone bills. Councilor Phillips stated that she would look into the issue further.

Councilor Guindon thanked Clerk Reader for resolving the issue.

NEW BUSINESS:

Workshop Reminder: July 28th, 2011 Procurement Policy, Code of Ethics, Audit of Justice Book 2010.

Public Hearing Reminders: July 28, 2011

Veterans Exemption Law-Public Hearing-6:00 p.m.

Constabulary Law-Public Hearing-6:30 p.m.

Late Notice Fee on Dog Licenses: A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to apply a \$2.00 late charge on all dog licenses that are renewed late beginning September 1st, 2011. Roll taken...motion carried.

Upcoming Vacancy on Board of Assessment Review, Term Expires September 30, 2011: A motion was made by Supervisor Stelmashuck, seconded by Councilor Phillips to advertise for the vacancy on the BAR term to begin 10/1/2011 and expires on 9/30/2016. Roll taken...motion carried.

Oswego County ATV Club Request: Steve Cronk, Oswego County ATV Club would like to request permission from the Town of designate a section of Hong Kong Road located in the Town of Parish for the operation of ATV's. The County has given permission for a trail on reforestation land. Mr. Cronk stated that the ATV Club would like to eliminate as much road travel as possible.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to open approximately 300 feet of Hong Kong road located in the Town of Parish for the purpose of ATV use. Roll taken...motion carried.

OLD HOME DAYS: Request from B. Gail Mullen to use the electricity on the corner lot to demonstrate a weather table: A motion was made by Supervisor Stelmashuck, seconded by Councilor Jordan to allow access to the Town's electricity for Old Home Days. Roll taken...motion carried.

OTHER:

E-mails: Councilor Phillips stated that e-mails regarding the Town Board should be sent to the entire Board.

CEO CE: The CEO contractual line in the A account has been depleted as expenses were more than estimated in the account.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Guindon to start taking CEO expenses from the B8010.4 account. Roll taken...motion carried.

Adopt Zoning Law: A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to adopt the updated Zoning Law with Oswego County Planning's recommendations and the corrections found in the document during the Public Hearing. Roll taken...

Councilor Jordan: Aye

Councilor Dunham: Aye

Councilor Guindon: Aye

Councilor Phillips: Aye

Supervisor Stelmashuck: Aye

motion carried.

Town-wide Newsletter with Chamber of Commerce: Councilor Guindon made a motion to produce a Town-wide Newsletter with the Chamber of Commerce, the Town Historical Society, and the Village to be distributed in September.

Councilor Jordan stated that it's a nice idea but he felt that it was too expensive.

Councilor Guindon stated that it cost a little over \$600.00 to produce the last newsletter.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to adjourn at 10:13 p.m.
Roll taken...motion carried.

Respectfully submitted,

Kelly Reader

Parish Town Clerk