

## REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held June 21st, 2012 in the Village Gym, Parish, NY. Supervisor Stelmashuck called the Meeting to order at 7:00 p.m.

**Present:**

Stephen Stelmashuck, Supervisor  
John Dunham, Councilor  
G. Richard Horning, Councilor  
Mary Lou Guindon, Councilor  
John Horning, Councilor  
Kelly Reader, Town Clerk

**Also Present:** Paul Baxter, Tug Hill Rep.; Craig Petit, Jacob Petit, John Fadden, Marilyn Fadden, Bill Alsworth, Krista Houghton, L. J. Harvey, Fire Chief; Bill Scriber, Pl. Board Chair; Ken Diffin, West Monroe; Al VanSanford, Phyllis Dayger and Belden Dawley, Hwy Sup't.

**APPROVAL OF Minutes:**

**May Regular Minutes:** A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the May Regular Meeting Minutes with the correction that on the May Highway Abstract Voucher #95 in the amount of \$7.47 should be sent to Dave's Service Center not Dave's Equipment as indicated. Roll taken...motion carried.

**SUPERVISOR'S REPORT:**

**Supervisor's Financial Report:** Supervisor Stelmashuck presented a monthly Supervisor Report for May, 2012.

**Revenue Reports:** The Regular, Justice and Detailed Supervisor's Reports for 5/2012 were received by the Board and filed with the Clerk.

**July Calendar:** The July Calendar was presented for review: APW Education Foundation Golf Tournament-July 1, 2012. Town Offices will be closed on July 4, 2012 for observance of Independence Day.

**COMMISSION REPORTS:**

**Community Affairs, Parks, Preservation and Recreation:** Supervisor Stelmashuck stated that recently Senator Patty Ritchie honored Councilor Mary Lou Guindon for her contributions to our community at her "Women of Distinction" ceremony in Watertown. Mary Lou was one of nine women from Central and Northern New York recognized. The Board congratulated Councilor Guindon on her recent recognition. Councilor Guindon reported on the recent meeting held on June 5, 2012 and submitted a written report with the following topics that were discussed:  
High Speed updates: CNY Wireless had a conference call on May 2, 2012, that sounded encouraging, but no news since. Not enough time to follow through with the grant. CNY Wireless will set up a meeting with Amboy to discuss using their tower.

IRS/NYS non-profit status: Working on filing a nonprofit incorporation with NYS and the fee is \$100.

**Merrill Town Park:**

The Boardwalk- Bob Chambers gave a cost report on funds spent and what funds are needed to complete the project.

Disk Golf Opening-Sat, May 19<sup>th</sup> @ 12:00 noon.

Spring Nature Walk-Saturday June 30, 2012 at 10 AM with Pat Carney.

Fields-Women's Softball may have field tournament to help with funds.

Entering Town of Parish Signs-waiting for price quotes from Babcock Highway.

**Purchase Dog Waste Signs:** A motion was made by Councilor Guindon, seconded by Councilor Dunham to purchase dog waste signs for Corner Park. Roll taken...motion carried.

Community Newsletter-Councilor Guindon suggested that we do another newsletter. Supervisor Stelmashuck said that before we commit to another newsletter, that the other organizations must pay their share for the costs of the last newsletters.

**Emergency Services and Public Safety:** Councilor Dunham reported that 4 Legislators showed up at the last Fire Advisory meeting. The next Fire Advisory meeting will be held on July 23, 2012. The new County Radio System was discussed. Councilor Dunham stated that the Board needs to budget for the new Highway Radios and it will be a costly transition.

**Financial Affairs:** Councilor J. Horning has been opening the bank statements.

**General Government:** Supervisor Stelmashuck stated that Basile's firm have begun auditing the Town's Books.

**Infrastructure, Policy and Public Facilities:**

Councilor G. Richard Horning met with Hwy. Sup't Dawley at Merrill Park to access the park's needs and repairs.

Baseball field- to get baseball fields back into shape. Expensive to maintain and no equipment to maintain fields. Possibly spray fields in the fall. Possibly, budget for a piece of equipment to maintain fields.

99% of the conduit has been installed at the park.

Basketball hoops need repairs. Possibly get price quote form a sporting goods store or buy materials to make new backboards and replace hoops. It was suggested to paint plywood in front of restrooms at Merrill Park to preserve the plywood.

Tennis Court Resurface- temporary repair to fill cracks on court, check to see what it would cost to paint the court.

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to accept Councilor G. Richard Horning's recommendations for Merrill Park. Roll taken... motion carried.

**Task Force:** May Minutes were submitted by Fred Swartz. June minutes will be submitted at a later date.

**Water Committee:** Councilor Dunham stated that we need to talk with the Village before we continue. There are several steps that need to be taken.

**Engineering Services:** no update.

**REPORTS:**

**Legislator's Report: Tabled.**

**Hwy Sup't Report:** Bids: 2001-F250 pickup truck. 2 bids were received:

Allan LeClair-\$1,126.00

Cartwright Stelmashuck-\$925.00.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to accept the bid from Mr. Allan LeClair for the amount of \$1,126.00 for the 2001-F250 pickup truck with plow "as is". Roll taken... motion carried.

Hwy Sup't Dawley stated that trees have come down during a thunderstorm and they have been dealing with some drainage problems.

Hwy Sup't Dawley submitted a report from PESH regarding lead level testing on the paint at the Highway Garage. Also, monitors will be worn by the Hwy. employees to test the noise level on the tractors.

More discussion will be held on the lead testing in executive session.

Hwy Sup't Dawley presented quotes for a new snowplow, a dumpbox and plow. The quotes will be discussed and reviewed at the workshop on 6/28/2012

Also, a quote was presented for repairs on the loader that will be reviewed at the workshop on 6/28/2012.

Hwy Sup't Dawley reported that the stone supply has been hauled in and they have been mowing.

**Clerk's Report:** Clerk Reader submitted a written Clerk's Report and Dog License Report for May 2012.

Supervisor Stelmashuck read a letter from Sharon LaDuke thanking the Clerk for going above and beyond for a recent genealogy search.

**Assessor's Report:** Assessor Lopitz submitted a written Assessor's report.

**CEO/ZEO Report:** CEO Bennett submitted a written CEO/ZEO report for May 2012. Supervisor Stelmashuck addressed concerns regarding pool installation permits and renewal fees.

Also, currently there is not a fee schedule for alterations that has been adopted by the Board.

It was suggested that CEO Bennett prepare an alteration fee schedule to review and adopt at the next Board meeting.

**DCO Report:** The LaFlairs were excused . A Kennel Inspection Report was received indicating all 11 inspection requirements received a satisfactory rating.

**Planning Board Report:** The May Planning Board minutes were received by the Board and filed with the Clerk. Planning Board Chairman Scriber gave the Planning Board Report and reported that they are working on a major subdivision , 4 minor subdivisions and 2 site plans.

**Fire Chief's Report:** Fire Chief Harvey gave the May 2012 Fire Report. Fire Chief Harvey reported that they are 10 calls behind last year's calls.

**Tug Hill Circuit Rider's Report:** Paul Baxter reported that the Tug Hill Commission's Annual Dinner was held on Thursday, May 31, 2012 at Lake Delta in Rome. Paul thanked Supervisor Stelmashuck for attending and stated that Parish was well represented.

Paul shared an e-mail from an individual in Brooklyn mentioning Parish, but it was a bit confusing as to the purpose of the e-mail.

Also, Paul stated the new regional Tug Hill map has been released and is available.

#### **CORRESPONDENCE, COMMUNICATIONS & PETITIONS:**

The Board received the Oswego County Opportunities Annual Report.

#### **OLD BUSINESS:**

**New Visions, CNY Wireless, Comp USA Direct:** Report was given by Councilor Guindon.

**Dog Enumeration:** an update will be given at the workshop on 6/28/2012.

**Syracuse Technologies Proposal:** waived until July meeting.

**Resurfacing Tennis Courts at Merrill Park:** discussion was held under commission reports.

**Appoint Midstate as Lawn Mowing Service:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to formally appoint Midstate Lawn Mowing Service as the Town's Lawn Mowing Service for vacant and abandoned properties. Roll taken... motion carried.

**Postage Machine:** Village has approved use of the Postage machine. A motion was made by Supervisor Stelmashuck, seconded by Councilor G. Richard Horning to allow the Village use of the postage machine, providing that they submit advance payment for accounts. Roll taken...motion carried.

**NEW BUSINESS:**

**Air Conditioners for Town Offices:** Supervisor Stelmashuck stated that the Clerk's office, meeting room/court room and Assessor's/CEO office need air conditioners.

Motion: A motion was made by Supervisor Stelmashuck seconded by Councilor J. Horning to contact Randy Banks to obtain quotes for air conditioning for the specified offices. Roll taken...motion carried.

**MEETING OPEN TO THE PUBLIC:**

Bill Alsworth suggested that a site plan be prepared of electrical boxes, drainage and water line locations at Merrill Park for future Boards and employees.

The Board agreed that it was a good suggestion.

Councilor G. R. Horning and Bill Alsworth will work on the site plan.

Craig Petit asked about gaining computer access at the Highway Dept.

Paul Baxter will try and set up a time to install individual pass words.

Craig Petit asked about purchasing a color printer.

Paul stated that he would get price quotes for a color printer.

Discussion was held regarding a Highway Program for record keeping. It was suggested to contact Williamson Lawbook as they currently have a program. Highway Sup't.

Dawley stated that he has spoken to a Hwy. Sup't. that uses the Williamson program and the program has a lot of options not applicable to their Highway needs.

Paul Baxter stated that he would try and obtain additional information.

Time clocks were discussed. Supervisor Stelmashuck stated that he will check to see if ADP has a program for employees to sign in on the computer.

Councilor G. R. Horning stated that he met with Hwy. Sup't. Dawley about a drainage problem on Red Mill Road.

Paul Baxter also spoke about coming up with a USB cable to install from the postage machine to the Clerk's computer to enable the Clerk to run postage reports.

**MEETING CLOSED TO THE PUBLIC.**

**APPROVAL OF BILLS:**

**General Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor G.R. Horning to approve the claims to the General Fund, those being claims #197 to #240 for a total warrant of \$28,785.67. 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 #122 to #145 for a total warrant of \$7,226.88. Roll taken...motion carried.

**EXECUTIVE SESSION:**

A motion was made by Supervisor Stelmashuck seconded by Councilor Guindon to enter into Executive Session at 8:20 p.m. to discuss real property, litigation, and personnel.

Roll taken...motion carried.

Clerk Reader was invited to attend.

A motion was made by Councilor Dunham seconded by Councilor Guindon to adjourn to the Regular Meeting at 8:50 p.m. Roll taken...motion carried.

It was the consensus of the Board to discuss the Highway Dept. and the highway equipment at the workshop on 6/28/2012.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to adjourn at 8:54 p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk