

## Year End & December Meeting

Minutes of the Year End and Regular December Meeting held December 29, 2016 at the Village Gym, Parish, NY. Supervisor Stelmashuck called the Meeting to order at 6:35 p.m.

**Present:** Stephen Stelmashuck, Supervisor  
John Dunham, Councilor  
Carra Watson, Councilor  
John Horning, Councilor  
Kelly Reader, Town Clerk

**Excused:** G.R. Horning, Councilor

**Also Present:** L.J. Harvey, Fire Chief; Doug Miller, Engineer; Mary LaFlair, Deputy DCO; Doug Jordan, Planning Brd Member; Paul Gage, Planning Brd Member; Paul Baxter, Tug Hill Rep.; George Bennett, CEO; RoseAnn Lehtonen, Karen Gage, and Dan Burns, Bookkeeper.

### APPROVAL OF MINUTES:

**November Meeting:** A motion was made by Councilor Dunham, seconded by Councilor Watson to approve the Minutes to the November Meeting as received. Roll taken... motion carried.

**November Budget Public Hearing:** A motion was made by Councilor Watson, seconded by Councilor Dunham to approve the Minutes of the November Budget Public Hearing as received. Roll taken...motion carried.

**November Special Meeting:** A motion was made by Councilor Dunham, seconded by Councilor Watson to approve the Minutes of the November Special Meeting as received. Roll taken...motion carried.

**December Special Meeting:** A motion was made by Councilor Watson, seconded by Councilor Dunham to approve the Minutes of the December Special Meeting as received. Roll taken...motion carried.

### SUPERVISOR'S REPORTS:

**Supervisor's Financial Reports:** The Supervisor's Financial Reports were reviewed by the Board and filed with the Clerk.

**Revenue Reports:** The Regular and Justice Reports were reviewed by the Board and filed with the Clerk.

**January Calendar:** Waived until the January 5<sup>th</sup>, 2017, Organizational Meeting.

### COMMISSION REPORTS:

**CARPP Report:** Councilor Watson stated that the Tree Lighting Ceremony went well. The committee is currently working on a schedule for 2017.

**Emergency Services, Engineering, Public Safety, and Water:** Councilor Dunham stated that there are currently 11 residents serving on the Water Committee. The committee has met with a representative from Natural Gas. Also, more residents have expressed interest in serving on the committee.

**Engineer Report:** Doug Miller stated that a Preliminary Engineering Report has to be developed to move forward. The report will be used as a basis to fund the project. Fire Chief Harvey commented that Fire Insurance should go down because the Town's ISO Rating should go down if the residents have access to Public Water.

**Grant writer:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to authorize hiring a grant writer for 2017. Roll taken...motion carried.

**Budgeting, Financial Affairs, and Personnel:** Councilor J. Horning stated that he had no report at this time.

**General Gov't and Policy:** Waived for Executive Session.

**Infrastructure & Public Facilities:** Councilor G.R. Horning was excused.

**REPORTS:**

**Legislator's Report:** There is no report at this time.

**Hwy Sup't Report:**

Supervisor Stelmashuck read the Highway Report. Hwy Sup't Petit was excused due to weather conditions.

**Sander Purchase:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Watson to authorize the purchase of a sander from the Town of Albion for the amount of \$2,500.00. Roll taken...motion carried.

**Purchase of an Underbody Truck Scraper for 2017-**Discussion was held regarding purchasing an Underbody Truck Scraper for one of the snowplows. This would eliminate build up on the roads and it is similar to a York Rake. This piece of equipment would cut down on wear and tear on the truck and reduce man hours. Also, the county will reimburse the town at least \$5.00 per hour for the use on County Roads.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to authorize a purchase of a Belly Scraper to install on one of the Hwy Trucks for the amount of \$5,000.00. Roll taken...motion carried.

**Clerk's Report:** Clerk Reader gave the Clerk and Dog License Report for November 2016.

**Assessor's Report:** Supervisor Stelmashuck read the Assessor's Report.

**CEO Report:** Supervisor Stelmashuck read the CEO Report for the Town and Village. Supervisor Stelmashuck requested that CEO Bennett keep the Village and Town Clerks informed of his schedule. The schedule aids the Clerks when the public inquires about the CEO's Office Hours.

Violations were discussed.

Supervisor Stelmashuck will discuss some of the issues with Mayor Perkins. Doug Jordan asked if the CEO could attend the Planning Board Meetings. CEO responded that he would attend if he was available.

**DCO Report:** Deputy DCO LaFlair gave the DCO Report for November.

Discussion was held regarding possibly contracting with the Oswego County Animal Shelter for housing the dogs that are picked up in Parish. The Town would no longer pay the monthly kennel fee of \$110.00. The Town would only pay a fee if a dog was taken to the shelter. The Town would be responsible for reimbursement for mileage.

Supervisor Stelmashuck stated that the option would be discussed further at the Organizational Meeting on 1/5/2017.

**Planning Board Report:** The November Planning Board Minutes were submitted by Lynn Wood, Planning Board Clerk.

Paul Gage asked if the Town Board has looked at the Fence and Sign Ordinances. Supervisor Stelmashuck stated that he would put the sign and fence issues on the January Workshop Agenda.

**Fire Chief's Report:** Fire Chief Harvey gave the Fire Report for November, 2016. Also, Year to Date the Fire Company has had 340 alarms. The number of alarms is up from 2015-321 alarms.

Supervisor Stelmashuck congratulated the 2017 Slate of Officers for the Parish Fire Company.

**Tug Hill Circuit Rider's Report:**

Paul Baxter reported that JCC is offering the 1<sup>st</sup> On-line Registration. The Registration Form can be filled out and printed on line as well.

Tourism Brochures-Winter and spring 2016-2017 were distributed by Paul.

On 1/31/2017 ZBA Training will be available at the Amboy Town Hall. Planning Board Members are also welcome.

The option of Joint ZBA has been adopted in several communities in the Tug Hill Region as well as Planning Boards consolidation. The option would keep members familiar with procedures as there would be more Zoning Cases to consider.

Paul aided CEO Bennett with issues with a computer space problem.

**CORRESPONDENCE, COMMUNICATIONS & PETITIONS:**

Christmas Card from Tug Hill Commission.

Christmas Card from C2AE-An entity that works with the Village on the Sewer System.

Invitation from Parish Library-Christmas Open House-Supervisor Stelmashuck stated that it was very nice. Every member of the Board attended. The Library has a new Librarian-Linda McNamara.

**OLD BUSINESS:**

Resolution to combine Tax Collector's Position with the Town's Clerk Position effective the end of the current term-12/31/2017.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to table the resolution no later than March, 2017 Meeting to allow Councilor G.R. Horning to be present. Roll taken...motion carried.

**2017 McFee Ambulance Contract:** The 2017 McFee Ambulance Contract was signed for the amount of \$17,186.07.

**NEW BUSINESS:**

**Authorize Resolution and Certificate for Mary Houghton's Service as Tax Collector:** A motion was made by Supervisor Stelmashuck, seconded by Councilor Dunham to authorize a resolution and certificate of recognition for Mary Houghton's service as Tax Collector for the Town of Parish. Roll taken...motion carried.

**MEETING OPEN TO THE PUBLIC:**

Karen Gage stated that she had issues and concerns regarding combining the Tax Collector's and Town Clerk's position. She felt that this concept was brought up before and there were people against it. Karen also brought up office hours that were convenient to the public.

Supervisor Stelmashuck reviewed some advantages of combining the positions. Currently, 15 out of 22 towns in Oswego County have positions consolidated. One office, one computer, one phone among other savings to the town.

RoseAnn Lehtonen addressed concerns regarding Public Water and property adjacent to her property on Richard's Way.

Doug Miller, Engineer stated that every water district that is proposed will have an opportunity to vote on the water proposal. Also, there are options if residents choose not to hook up to Public Water.

Mrs. Lehtonen had concerns regarding the possibility of placing cabins on property adjacent to her property. She was asking if anyone was aware of the status.

Paul Gage stated that to his knowledge only questions have been asked regarding the placement of cabins.

There would have to be a Public Hearing held and adjacent property owners would be notified in writing prior to the Public Hearing.

The Planning Board Meeting is held the 4<sup>th</sup> Monday of every month beginning at 6:30 p.m.

**MEETING CLOSED TO THE PUBLIC.****APPROVAL OF BILLS:**

**General Fund:** A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to approve the claims to the General Fund, those being claims #326-#336 for a total warrant of \$2,478.13. Roll taken...motion carried.

**Highway Fund:**

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to approve the claims to the Highway Fund, those being claims #240-#244 for a total warrant of \$365.35. Roll taken...motion carried.

**EXECUTIVE SESSION:**

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to take a 4 minute recess and enter into Executive Session at 8:10 p.m. to discuss possible litigation and personnel. Roll taken...motion carried.

The Clerk was invited to attend. CEO Bennett was invited to attend the personnel portion of Executive Session.

A motion was made by Supervisor Stelmashuck, seconded by Councilor J. Horning to adjourn from Executive Session to the Regular Meeting at 8:57 p.m. Roll taken...motion carried.

A motion was made by Supervisor Stelmashuck, seconded by Councilor Watson to adjourn at 9:00 p.m.. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk