

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held April 18th, 2019 at 2938 E. Main Street, Parish, NY in the Village Gym. Supervisor Phillips called the Meeting to order at 6:30 p.m.

PRESENT:

Mary Ann Phillips, Supervisor
John Dunham, Councilor
G.R. Horning, Councilor
John Horning, Councilor
Kelly Reader, Town Clerk

Excused: Doug Jordan, Councilor

Also Present: Craig Petit, Hwy Sup't; Bob Genant, Town Attorney; Paul Baxter, Tug Hill Rep.; Jim Bernys, CEO; Kevin Dwyer, Tax Collector; Carol Dwyer, Jack Spriggs, DCO; Dale Chapman, Shenvalee Lee, Eric Pond, Dustin Clark, B&L Engineers; Rebeka Prosachik, Special Municipal Attorney; Paul Gage, Karen Gage, Robin Eaton-Novak, Jeff Dickinson, Colleen Hoyt, Oswego County Women's Softball League Rep.

MEETING OPEN TO THE PUBLIC:

Jack Rucynski spoke in regards to the Open Meetings Law and Section 106 pertaining to Minutes. The Town Clerk has the sole responsibility to prepare Minutes.

There is nothing in any statute that requires Board Meeting Minutes to be approved.

Corrections should be brought to the Clerk prior to the Board Meeting.

The Board can approve Minutes if they choose to

Robert Rules of Order was discussed. Robert Rules of Order is a process not a law and is inconsistent with Town Law.

It's a guide the Board tries to follow as much as possible, but sometimes it's difficult.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF MINUTES:

A motion was made by Councilor J. Horning, seconded by councilor G.R. Horning to table approval of Minutes from the March Meeting until Supervisor Phillips has a chance to check for accuracy. Roll taken...Councilor Dunham-Opposed-motion carried.

FINANCIAL REPORTS:

Supervisor's Financial Report: The Supervisor's Report was presented to the Board through the end of February. March and April's Financial Reports should be available at the May Meeting.

Revenue Reports: Supervisor Phillips informed the Board that a book is being put together by fund.

REPORTS:

Highway Report: Hwy Sup't Petit submitted a written Hwy Report. Sup't Petit informed the Board that they have been working on branches and limb removal. However, they have to work round other Town Highway Departments schedules due to the fact that the Highway Dept. does not have a chipper.

Assessor Report:

Assessor Lopitz submitted a written Assessor's Report.

The 4th Tuesday in May is Grievance-May 28th, 5pm-9pm.

Residents are encouraged to speak to the Assessor regarding their assessment issues prior to attending Grievance.

CEO Report: CEO/Bernys submitted a CEO Report.

Justice Report: Town Justice Report was submitted.

Clerk's Report: Clerk Reader submitted a Town Clerk's Report.

DCO Report: DCO Spriggs submitted a DCO Report.

DCO Spriggs informed the Board that the Enumeration should begin the first part of July. A notice should be published in the paper prior to the Enumeration.

DCO Spriggs discussed with the Board that he was planning on doing the entire Village and the east ½ of the Town. The remainder of the Town is scheduled for next year.

Tax Collector's Report: Tax Collector Dwyer informed the Board that he reconciled with the county on 4/11/2019. Once the April Bank Statement is received and reconciled, the interest and penalties will be turned over to the Town minus \$100.00 the mandatory amount that is required to keep the account open.

Tug Hill Report:

Paul Baxter, Tug Hill Rep. stated that the Tug Hill Conference held on March 28th was well attended. The staff is reviewing end of conference surveys to begin planning for next year's conference.

The Headwater's Publication is out with the annual report.

Paul was able to aid the Code Enforcement Officer with a computer program that saved the Town some money.

CORRESPONDENCE, COMMUNICATIONS, & PETITIONS:

Parish Emergency Management Plan: Councilor Dunham informed the Board that the entire Plan has to be revised. Terry Bennett's from Oswego County Emergency Management will meet with the Board to aid them with the revisions if the Board is interested. More discussion may take place at the June Joint Meeting regarding revisions.

AIM Grant Restoration: Town and Villages will be receiving AIM Grant Money from sales tax.

Dog Control Officer Inspection Report.

Pleasant Lawn Cemetery Assoc. Inc. Letter: A letter was received from Pleasant Lawn Cemetery Association requesting the cemetery's payment from taxes received. The payment will be going out in May.

Speakers for Meeting Room: APW and BOCES were contacted and they do not have anything available for the Town's use on a speaker system for the Meeting Room.

It was something that the Town Board may want to think about for next year's budget.

Hwy Sup't Petit suggested that they may want to check to see if the court may be eligible for a grant for a sound system.

OLD BUSINESS:

State/County Approved Bid List: Councilor Dunham will get the website address to Supervisor Phillips.

Service Record Policy: Information was given to the Board regarding Town Law Section 120 and Consolidated Law. Discussion was held regarding the motion that was voted down last month. It was determined that the Service Record Policy adoption will be revisited and reconsidered next month at the May Meeting. This will provide the Board some additional time to review the information.

Kevin Dwyer did not sign the Service Record Policy for his position on the Planning Board as he was following the decision of the Board from the March Meeting. As a result he did not receive his check. Discussion was held that the Chair could verify his attendance and then he would receive payment.

NEW BUSINESS:

Planning Board Vacancy: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to appoint Diane Spaziani to the vacancy on the Planning Board effective 4/18/2019. Roll taken...motion carried.

Engineering Presentations:

Supervisor Phillips received an e-mail with a dollar amount quoted from another engineering firm. Discussion was held questioning why RFP's were not requested for the

Water Project as it was a 9.2 million dollar project. Eric Pond from B&L responded that due to the fact that Engineering Services are a professional service it is not a required. However, if the Board chose to solicit for RFP's for the project they could have. Some Towns have a Town Engineer but they send out RFP's to obtain engineers that have an expertise with particular Capital Projects and the Town Engineer can aid in that process.

Resolution for Bond/Ban in the amount of \$20,000 to cover costs associated with the WIIA Grant Application on file: Approval tabled because the amount of Bond/BAN has not been determined.

Approval of Bond Counsel: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to appoint Barclay Damon as Bond Counsel for the Town of Parish District 1 Water Project. Roll taken...

Councilor Dunham: Aye Councilor J. Horning: Aye
Councilor G.R. Horning: Aye Supervisor Phillips: Aye
motion carried

Resolution Establishing the Town of Parish Board as Lead Agency and Determining that Action to Construct the Village/Town Water District NO. 1 as a Type 1 Action and will not have a Significant Adverse Impact on the Environment:

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to pass a Resolution stated above. See attachment-#1. Roll taken...

Councilor Dunham: Aye Councilor J. Horning: Aye
Councilor G.R. Horning: Supervisor Phillips: Aye
motion carried.

Approval of the Financial Advisory Services Agreement Amendment between the Town of Parish and Fiscal Advisors: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the Financial Advisory Service Agreement Amendment between the Town of Parish and Fiscal Advisors. Roll taken...

Councilor Dunham: Aye Councilor J. Horning: Aye
Councilor G. R. Horning: Aye Supervisor Phillips: Aye
motion carried.

Dustin Clark, Engineer from B&L reviewed the entire Full Environmental Assessment Form-Part 1-Project and Setting with the Town Board.

Resolution Declaring the Intent of the Town of Parish Town Board to Act as Lead Agency: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve a Resolution declaring the Intent of the Town of Parish Town Board to act as Lead Agency. See attachment-#2. Roll taken.

Councilor Dunham: Aye Councilor J, Horning: Aye
Councilor G.R. Horning: Aye Supervisor Phillips: Aye
motion carried.

Resolution for Standard Work Day and Reporting Resolution for Elected and Appointed Officials-Form-RS 2417-A:

A motion was made by Councilor Dunham, seconded by Councilor G.R. Horning to approve the Resolution that the Town of Parish-Location Code-30195 hereby establishes the following standard work days for these titles and will report to the NYS and Local Retirement on their record of activities. Roll taken...See attachment-#3

Councilor Dunham: Aye Councilor J. Horning: Aye
Councilor G.R. Horning: Aye Supervisor Phillips: Aye
motion carried.

Resolution for Standard Work Day for Employees-Form RS 2418:

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the Resolution that the Town of Parish, Location Code-30195, hereby establishes the following as standard work day for its employees and will report days worked to the NYS and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body.

Roll taken...See attachment-#4

Councilor Dunham: Aye Councilor: J. Horning: Aye
Councilor G.R. Horning: Aye Supervisor Phillips: Aye
motion...carried.

Discussion on Merrill Park: Discussion was held on who was responsible for the work and maintenance at Merrill Park. It was determined that Merrill Park opened officially on May 1st. It was consensus of the Board that it was the Highway Dept's responsibility to maintain the park as they are employees of the Town. It was also discussed that it would be costly to have the employees that work for the Highway Dept. work at the park. Hwy Sup't Petit stated that the Highway Dept. does assist if there is major work that needs to be performed at the park. Hwy Sup't Petit stated that he had plenty of work for the Highway Department on the roads.

Open and closing the park was discussed and the extra cost of hiring someone to perform that task.

The consensus was to leave the gate closed and only leave a space for walking into the park and for wheelchair access unless there is a game scheduled.

Hwy Sup't Petit stated he may know a retired person that would do the mowing and cleaning. They would not be filing for unemployment benefits.

It was the consensus of the Board that Hwy Sup't Petit would contact the individual but not to make any commitments. Placing security cameras at the park was discussed.

Use of Merrill Park: Two teams have requested use of Merrill Park on Tuesday Evenings. They are both members of the Oswego County Women's Tuesday Night Softball League. One sponsor is located in Parish, but the other sponsor has Parish residents that play on the team. It was the consensus of the Board that both teams would pay the resident's fee of \$75.00 and Merrill Park would be their home field. Their first game would be April 30th, 2019.

Approve to Accept Prosachik Law Firm PLLC Agreement:

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to accept the Prosachik PLLC Law Firm Agreement for Legal Services for the Town of Parish District #1 Water Project not to exceed \$250,000 for the entire project. Roll taken... See Attachment-#5 motion carried

Information Items:

Tug Hill Times, March 1 & March 15
CiTi BOCES Spotlight-March & April
Rebel Alliance
Planning Brd Meeting-March Minutes

MEETING OPEN TO THE PUBLIC:

Karen Gage spoke in regards to an Independent Mirror Article on the new engineering firm's presentation at the Special Meeting on April 1, 2019. The article states that the new engineer will perform the work for around \$20,000.00. Miller Engineering quoted \$287,000.00 to complete the requirements for the WIIA Grant. Karen didn't feel the article did the Board any justice and she wanted to give the Board the heads up in case there were questions on the article.

Jack Rucynski spoke in regards to the Water Project and the quote of \$20,000. Mr. Rucynski feels that the big picture has to be looked at and hopes that we are finally heading in the right direction.

Mr. Rucynsk contacted Senator Richie's and Assemblyman Barclay's Office to request having information available to lay out steps to conduct a Water Project. The Town Board did not have that information ahead of time for guidance and that would have been helpful. Senator Barclay's Office did respond and they would look into the request.

Robin Eaton-Novak felt that in the spirit of transparency and communication, she would encourage the Board to provide information to the public regarding the decisions that were made and information that had been received. Robin felt that a lot of decisions were made and a lot of information was provided at the meeting on the Water Project. If the information was provided it would prevent rumors and false information to be spread in the community.

Possibly something could be written up and placed on the Town's Website.

Dale Chapman felt that the Town Board should have contact other municipalities that had done a Water Project. It may have given the Town Board a heads up on what questions should have been asked and they still don't know what questions to ask.

Down the road the Board needs to be prepared for these things. It was a concern of Mr. Chapman that a lot of paperwork was presented to the Board and the Board did not have an opportunity to review before signing. He feels that is a dangerous thing to do.

Supervisor Phillips expressed that she didn't disagree with Mr. Chapman. Attorney Prosachik handed the agreements out to the Board. It was assumed that she looked over the documents prior to presenting them to the Board. There was a deadline for the agreements to be signed and they had just received them. Normally Supervisor Phillips prefers to review information before she makes a decision. The Supervisor indicated that more than likely some Special Meetings will have to be scheduled to meet the June 1st, 2019 deadline for submission of the WIIA Grant Application in its entirety.

Mr. Chapman asked if anyone thought about sitting down with Leon Heagle as he did a lot of things in regards to water. It was Mr. Chapman's understanding that Mr. Heagle was quite knowledgeable when it came to water. The Board had talked quite a few times with Doug Houghton that sits on the Village Board and he has access to information that they had before regarding the water. Councilor Dunham stated that it was the same engineer group that we are working with now, B&L. However, the Board could talk to Mr. Heagle as he may know where some things are that we hadn't look for in the past. . Some items were completed in 2007 required for the Water Grant in the Village and saved time and money.

Jack Rucynski expressed that he thinks the Board needs a new Water Committee. About 3 people at the most that can monitor things and report back to the Board.

Possibly, people that have an expertise with Water Projects.

Jack Rucynski stated that Rebeka is not a Municipal Lawyer she is Special Counsel, Special Lawyer. She is not a Municipal Lawyer. Supervisor Phillips expressed that by law Rebeka is a Municipal Lawyer. The motion made at last meeting was that we hired Rebeka for the Municipal Lawyer for the Town of Parish Water District 1. The Board hired her because she is a Municipal Lawyer.

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF BILLS:

General Fund: A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the claims to the General Fund, those being claims #78-#97 for a total warrant of \$15,566.96. Roll taken...motion carried.

Highway Fund:

A motion was made by Councilor Dunham, seconded by Councilor J. Horning to approve the Budget Transfers for the Highway Fund as presented. Roll taken...motion carried.

A motion was made by Councilor J. Horning, seconded by Councilor Dunham to approve the claims to the Highway Fund, those being claims #66-#81 for a total warrant of \$26,931.83. Roll taken...motion carried.

A motion was made by Councilor J. Horning, seconded by Councilor Dunham to adjourn at 9:39. p.m. Roll taken...motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk