

REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held January 16th, 2020 at 2938 E. Main Street, Parish, NY in the Village Gym. Supervisor Phillips called the Meeting to order at 6:30 pm.

Present:

Doug Jordan, Councilor
Gary Wood, Councilor
John Dunham, Councilor
Mary Ann Phillips, Supervisor
Kelly Reader, Town Clerk

Excused/Absent: G.R. Horning: Councilor

Also Present: Robin Eaton-Novak, Bernard Horning, Deputy Supervisor; Kevin Dwyer, Tax Collector; Samantha Sparto, Bookkeeper; Paul Gage, PL Brd Chair; Karen Gage, Bob Genant, Town Attorney; Jack Spriggs, DCO; Craig Petit, Hwy Sup't; Joe Lesnau, Assessor; Jack Rucynski, and Paul Baxter Tug Hill Rep.

The Supervisor opened with a statement: If any one from the public would like the opportunity to speak on any subject listed on the agenda they should wait to be recognized by the Supervisor. Residents will be given an opportunity to state their concerns to the Board within reason. Speakers are instructed to refrain from personal attacks and insults directed at any individual or group. Attendees are instructed to show respect for all speakers, including Councilors showing the same respect.

MEETING OPEN TO THE PUBLIC:

No comments

MEETING CLOSED TO THE PUBLIC.

APPROVAL OF BILLS:

General Fund A: Councilor Wood questioned claims #24-#25 not being signed by the individual that made the purchase or the person that submitted the voucher for payment. Those individuals signed the vouchers.

A motion was made by Councilor Jordan, seconded by Councilor Wood to approve claims to the General Fund A account, those being claims#1-#25 at \$15,710.63. Roll taken...All in favor...motion carried.

Highway Fund DA: A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve claims, to the Highway DA Fund, those being claims #1, #2, #5, #6, #9, #12,#17 for a total at \$24,979.35. Roll taken...All in Favor..

Highway Fund DB: A motion was made by Councilor Jordan, seconded by Councilor Wood to approve claims to the Highway DB Fund, those being claims #3, #4, #7, #8, #10 & #11 for a total warrant of \$20,660.78. Roll taken...All in Favor...motion carried.

SUPERVISOR REPORTS:

Samantha Sparto, Bookkeeper reviewed the Year End Close Out Report for 2019 and the Supervisor's Report with the Board.

REPORTS:

Highway Report: Hwy Sup't reported that the Hwy Crew was taking advantage of the good weather and have been out doing road maintenance. They have also been working on equipment.

Hwy Sup't Petit has been moving forward with the grant applications for repairs and updates at the Hwy Garage and possibly truck purchases.

Drug/Alcohol Testing: Hwy Sup't Petit asked if it was necessary to have all Hwy Employees that don't drive equipment take drug tests-Part Time Wing-men as it is an expense to the Town.

A motion was made by Councilor Wood, seconded by Councilor Jordan to only require equipment operators-CDL Drivers to take Drug/Alcohol Tests. Roll taken...All in Favor...motion carried.

Highway Sup't Petit stated that the Town of Parish has been invited to purchase a shoulder machine in a Shared Service Agreement for the amount of \$4,375.00 per town. There are 8 towns involved in the agreement. The terms of the agreement have been reviewed by Attorney Genant.

Hwy Sup't Petit informed the Board that this is a specialty machine and it's not used all the time, but its a good piece of equipment to have access to when needed.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to agree to the terms of the of the agreement for the purchase in conjunction with eight other towns for the amount of \$4,375.00.

Roll taken:

Councilor Jordan: Aye

Councilor Dunham: Aye

Councilor Wood: Aye

Supervisor Phillips: Aye

All in Favor...motion carried.

Assessor Report: Assessor Lesnau gave the Assessor's Report.

Discussion was held regarding Assessor Lesnau's certification requirements.

Assessor Lesnau is qualified to be appointed as an Assessor based on the course work he has completed. Assessor Lesnau has two more courses that he is required to complete to become fully certified.

CEO Report: CEO Bernys

Justice Report: Judge Dayger

Discussion was held regarding the auditing of the Justice's Books as required by the NYS Uniform Court System. Councilors Dunham, Wood, and Jordan have completed the Audit. Supervisor Phillips informed the Board that she did not have time to audit the books at this time and requested that the approval be tabled until the February Meeting. Supervisor Phillips also informed the Board that a form should be used recommended by the Comptroller's Office when conducting an audit.

Town Clerk Report & 2019 Year End Report: Clerk Reader

DCO Report: DCO Spriggs

Tug Hill Report: Paul Baxter, Tug Hill Rep:

Paul gave the following report:

Programs and registration forms for the Tug Hill Local Government Conference on Thursday, March 26, 2020 are now available.

The first meeting of the Tug Hill Commission will be at the Amboy Town Hall on January 27th at 10:am.

The NorCOG Meeting will be held on September 21st, 2020 at the Central Square Village Offices at 10;00 am.

Effective, January 8th, 2020 Tug Hill Commission Director of Planning, Phil Street has retired from the Tug Hill Commission. Plans are under way to designate an experienced Tug Hill Planner, Matt Johnson as his successor.

The Oswego County events brochure for Winter/Spring 2020 is out.

Paul has been working with the new Parish Planning Board Chairman on the transition in e-mail to his stewardship.

Windows 7 will no longer be supported by Microsoft with updates effective January 14th, 2020. The Town does have several computers still running Windows 7, and Paul

would be happy to discuss options for continued secure computing in the Town (one option is possibly computer replacement).

Tax Collector's Report: Tax Collector Dwyer gave the Tax Collector's Report. Discussion was held regarding the Tax Collector releasing funds to the Supervisor. Tax Collector Dwyer is reluctant until checks have cleared. Supervisor Phillips reminded the Tax Collector that the law requires monies to be turned over weekly. Tax Collector Dwyer was apprehensive regarding turning the funds over without reconciling with the bank and the computer program. Discussion was held that possibly a transfer could be done to loan the Highway Fund money until the money could be released. That option has to be looked into before a decision can be made.

Fire Chief's Report:

Discussion was held regarding placing the Fire Chief's Report back under reports. Supervisor Phillips informed the Board that it was under Informational Items and it was removed because the Fire Chief did not want to be placed there. Councilor Jordan felt that it should be placed under Reports as he has an interest in what the Fire Department was doing and the public may have an interest too.

A motion was made by Councilor Jordan, Councilor Dunham to place the Fire Chief's Report back under reports. Roll taken...

Councilor Jordan: Aye Councilor Dunham: Aye
Councilor Wood: Aye Supervisor Phillips: Nay
motion carried.

Discussion was held to have a Public Session on the agenda to allow the public to speak on items that are not on the agenda as they may have concerns that are not listed on the agenda. The Board may not have answers to all the questions or concerns at that time, but they wanted to give them an opportunity.

It was agreed that a Public Session will be provided for the public to speak on items not on the agenda.

OLD BUSINESS:

Communication: Supervisor Phillips asked the Board if they had any suggestions regarding how to improve communication.

E-mail addresses was discussed in regards to contacting Board Members. Councilor Horning does not have an e-mail account at this time. Councilor Jordan will have to set up a personal account because the one he has is for his business use.

Councilor Wood feels that common respect should be considered.

Services that are provided to the Residents: Discussion was held on services that are provided to the residents and how it may be improved.

Councilor Dunham asked when the BAR was going to be discussed.

Supervisor Phillips responded that she planned on discussing it in Executive Session.

NEW BUSINESS:

Future Goals:: Examples that were given were Water Projects and a Municipal Building.

Councilor Jordan feels that getting the Town out of debt should be a priority.

AOT TRAINING IN Rochester: No one was able to attend.

CORRESPONDENCE, COMMUNICATIONS & PETITIONS:

AOT Conference in NY City February 16th-19th: No one has expressed interest at this time.

Informational Items:

Tug Hill Times: 12/20/19-1/3/2020

Planning Brd Agenda-12/12/2019

Planning Brd Minutes: 11/25/2019

Town Board Minutes: 12/19/2019

Joint Brd Minutes: 12/12/2019

Special Meeting Minutes: 12/26/2019

CiTt BOCES Spotlight

EXECUTIVE SESSION:

A motion was made by Councilor Dunham, seconded by Councilor Jordan to enter into Executive Session at 8:43 pm to discuss matters leading to the appointment, employment, discipline, dismissal or removal of a particular person or corporation. Roll taken...All in favor...motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to adjourn from Executive Session at 9:28 pm. Roll taken...All in favor...motion carried.

Rescind BAR Motion:

A motion was made by Councilor Jordan, seconded by Councilor Dunham to rescind the motion made on December 26th, 2019 to remove all BAR Members as the initial 2nd and 3rd appointments were precluded by Real Property Tax Law 523. Consequently, those appointments are null and void. The two positions on the BAR are deemed vacant, the first appointed BAR position remains.

Roll taken...

Councilor Jordan: Aye Councilor Dunham: Aye

Councilor Wood: Abstained Supervisor Phillips: Aye

motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to advertise for two BAR Members to fill vacancies. Roll taken...All in favor...motion carried.

Planning Board Appointment:

A motion was made by Councilor Dunham, seconded by Councilor Jordan to re-appoint Diane Spaziani as Planning Board Member effective immediately and term to end 12/31/2024. Roll taken...

Councilor Jordan: Aye Councilor Dunham: Aye

Councilor Wood: Abstain Supervisor Phillips: Aye

...motion carried.

Discussion was held that there should be a policy that officials should be re-appointed and not have to re-apply when their terms expire on Boards.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to adjourn at 9:45 pm. Roll taken...All in favor...motion carried.

Respectfully submitted,

Kelly Reader
Town Clerk