

## REGULAR MEETING

Minutes of the Regular Meeting of the Parish Town Board held February 20<sup>th</sup>, 2020 at 2938 E. Main Street 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

**Absent/Excused:** G. Richard Horning, Councilor

**Also present:** Kevin Dwyer, Tax Collector; Craig Petit, Hwy Supt; L.J. Harvey, Fire Chief; Jim Bernys, CEO; Robin Eaton-Novak, Deputy Supervisor; Jeff Dickinson, Kathy Perkins, Mayor; Rodney Perkins, RoseAnn Lehtonen, Jackie Murphy, Village Trustee; David Welytok, Village Trustee; Jack Rucynski, Kathy Allardice, CARPP Chair; Joe Lesnau, Assessor; Paul Gage, PL Brd Chair; Karen Gage, John Horning, Paul Baxter, Tug Hill Rep.; Carrie Tuttle, Star Carter, and Manasseh Burt Development Authority of the North Country Reps.

**APPROVAL OF BILLS:**

**Budget Transfers/Modifications:**

A motion was made by Councilor Dunham, seconded by Councilor Wood to approve the Budget Modifications/Transfers as presented: From: A1990.4- \$50.00-To: A8160.4. Roll taken...All in Favor...motion carried.

**General Fund:**

**A Fund:** A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the claims to the General A Fund Account, those being claims #26-#47. #49-#52, #54-#56 for a total warrant of \$57,352.02. Roll taken...All in Favor...motion carried.

**SF Fire Contract Fund:** A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the claim to the SF Fire Contract Fund for claim #48 for a total warrant of \$211,000.00. Roll taken...Councilors Jordan, Wood, and Supervisor Phillips,Aye Councilor Dunham-Abstained. ...motion carried.

**H Capital Project Water Fund:** A motion was made by Councilor Dunham, seconded by Councilor Jordan to approve the claim to the H Fund Capital Project Water Fund, claim #53 for a total warrant of \$20,000.00. Roll taken...All in Favor...motion carried.

**Highway Fund:**

**DA Fund:** A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the claims to the DA Fund, those being claims #19-#21, #23-#26, #28,#29, #31-#36 for a total warrant of \$22,131,14. Roll taken...All in Favor...motion carried

**DB Fund:** A motion was made by Councilor Dunham, seconded by Councilor Jordan to approve the claims to the DB Fund, those being #18, #22, #27, and #30 for a total warrant of \$703.16. Roll taken...All in Favor...motion carried.

**SUPERVISOR'S REPORT:**

Supervisor Phillips submitted a Supervisor Report for January 2020. Councilor Wood asked about the increase of rent of \$500.00 requested from the Village.

Supervisor Phillips explained that only \$250.00 of the increase requested was approved by the Board for the 2020 Budget.

Councilor Wood suggested that the Board ask Attorney Genant to look into the issue.

**Highway Report:**

Hwy Sup't Petit submitted a written Hwy Report. Hwy Sup't Petit stated that he had obtained quotes for a trailer to transport mowers and possibly drain pipes. He recommended that they go with one from Carter Sports for the amount of \$3,231.00.

A motion was made by Councilor Jordan, seconded by Councilor Jordan, seconded by Councilor Wood to authorize Hwy Sup't Petit to purchase a trailer from Carter Sports for the amount of \$3,231.00. Roll taken...All in Favor...motion carried.

Park Mower: Hwy Sup't Petit is still getting prices.

**Grants for Bldg and Trucks:** Hwy Sup't Petit has contacted Jay Grasso, Grant Writer regarding the grants. More information has to be obtained to complete the grants.

**Assessor's Report:** Assessor Lesnau

**CEO:** CEO Bernys

**Justice Report:** Judge Dayger

**Town Clerk's Report:** Clerk Reader

**DCO Report:** DCO Spriggs

**Tug Hill Report:** Paul Baxter, Tug Hill Rep.

**Tax Collector's Report:** Kevin Dwyer

**Fire Chief's Report:** Fire Chief Harvey

**CARPP:** Kathy Allardice discussed the possibility of resurfacing the basketball court. Quotes were obtained last year. A measured walking trail around the park was discussed so older people can go for a walk. Putting up banners dedicated to the veterans was discussed. Signage at the park was discussed.

The DEC Permit for the park will expire mid-summer and would need to be extended.

**OLD BUSINESS:**

**Water Project:** Carrie Tuttle Development Authority of the North Country Rep. has reviewed the information for Water District 1 and the project can move forward as previously presented. Much discussion was held regarding moving forward on Water Project District 1.

A motion was made by Councilor Wood, seconded by Councilor Jordan to pass the Bond Resolution to move forward with Water District 1.

Supervisor Phillips wanted to table the decision until Councilor G. Richard Horning was present to have a full Board.

The Board discussed the fact that it needs a Super Majority which is 4 of 5 Board's approval and this has been delayed long enough.

The people in the Water District voted for the Water Project.

Discussion was held that there was not a reason to delay unless there is a personal agenda. EDU's were discussed.

Roll taken...

Councilor Jordan-Aye            Councilor Dunham: Aye

Councilor Wood-Aye           Supervisor's Phillips: Aye

motion carried.

Supervisor Phillips wanted it noted that she voted reluctantly.

**ERS Resolution:** A motion was made by Councilor Wood, seconded by Councilor Dunham to approve the ROA as presented. Roll taken...All in Favor...motion carried.

**RFP's for Engineers:** A motion was made by Councilor Jordan, seconded by Councilor Wood to advertise for RFP's for Water Engineers for Water District 1. Roll taken...All in Favor...motion carried.

**DECALS Report from Paul Baxter to reinstate selling DEC Licenses:** Currently the Clerk's computer could be used, however a different printer would have to be used.

There were other factors that were considered when the prior Board made the decision to discontinue selling the licenses.

Councilor Dunham explained that the prior Board had monitored the sales. The pros and cons were weighed not to participate in the sales anymore.

It was discussed that many other entities offer the availability in the surrounding area.

A motion was made by Councilor Wood, seconded by Councilor Jordan to reinstate the Sale of DEC Licenses. Roll taken...

Councilor Jordan: Nay      Councilor Dunham: Nay

Councilor Wood: Nay      Supervisor Phillips: Aye

motion failed.

**HeatSmart:** Tabled-Waiting for recommendation from Attorney Genant

**Budget Committee:** Discussion was held regarding organizing a Budget Committee and if anyone had an interest in serving on it.

More discussion will be held on the issue.

**Commercial Copier Report:** Supervisor Phillips reviewed the Copier Report that provided totals of copies copied in the Clerk's Office. Supervisor Phillips was not in favor of renewing the lease and did not think that the amount of copies that were made warranted paying for a Commercial Copier.

Councilor Dunham disagreed and explained that he is familiar with copiers and the copier use. Councilor Dunham expressed that the copier currently used in the Clerk's Office is reasonable and practical for the amount of copies that are generated.

**Copier Charges:** Discussion was held regarding the prior Board's Resolution to charge .25 per copy when copying for the public. Supervisor Phillips did not agree with charging for copies. The Clerk explained that when there are Foil Requests made there could be quite a bit of copying involved. The Clerk was told by Association of Towns if we charge one person we have to charge everyone. Supervisor Phillips was in disagreement with charging for copies.

Notary Public charges were discussed.

#### **NEW BUSINESS:**

**Bldg Permit Fee Extension Addition:** A motion was made by Councilor Jordan, seconded by Councilor Wood to allow CEO Bernays to issue a 6 month Extension Permit on permit renewals charging ¼ of the cost of the initial permit and add the 6 month Permit Extension Fee on the current Fee Schedule. Roll taken...All in Favor

Councilor Jordan: Aye      Councilor Dunham: Aye

Councilor Wood: Aye      Supervisor Phillips: Aye

....motion carried.

#### **Deputy CEO/ZEO Appointment:**

A motion was made by Councilor Jordan, seconded by Councilor Wood to appoint Patrick Dolan as Deputy CEO/ZEO for the Town of Parish. Roll taken...All in Favor...motion carried.

**CEO Annual Report:** An E-mail was received confirming receipt of the Annual Report from the Code Enforcement Officer.

**Planning Board Process:** Discussion was held regarding Planning Board Processes that should be followed. More discussion will be held at the Planning Board Meeting.

**Legal Notices:** Discussion was held regarding the rate increase from Oswego County Weeklies.

Supervisor Phillips discussed the issue of notices being published after the deadline for applicants to submit applications.

The Clerk responded that she had no control over deadline dates.

It was also mentioned by the Supervisor to limit wording.

The Clerk responded that when there is an opening for a position, a job description is given so the applicants know what they are applying for. The Clerk explained that she has no control

over what the news papers charge. If the Board wants to continue to use two papers then the charges are the charges and they need to be paid.

**Postage Meter:** FP Solution is updating the Town's postage machine to stay compatible with the US Postal Requirements. There is no increase with the rental fee.

A motion was made by Councilor Jordan, seconded by Councilor Wood to approve updating the postal Meter with FP Solutions. Roll taken...All in Favor...motion carried.

**Court Records Audit Resolution:** A motion was made by Councilor Jordan, seconded by Councilor Wood to pass a Resolution to accept Justice Dayger's Financial Records for 2019. Roll taken...

Councilor Jordan: Aye

Councilor Dunham: Aye

Councilor Wood: Aye

Supervisor Phillips: Aye-

...motion carried to pass Resolution.

**Inter-municipal Agreements-Planning Board and ZBA:** Supervisor Phillips reviewed the Inter-municipal Agreements with the Village and reviewed the updates with the Board.

**Town Audits:** Discussion was held regarding conducting audits on Town Official's Books that receive money.

The Board authorized Supervisor Phillips to get some names of auditors to conduct the audits.

**Resolution to Rescind the Motion made in 2000 allowing employees to receive Health Insurance if they choose to pay for the insurance themselves.**

Discussion was held regarding the possibility of not paying their costs in a timely manner and that it could affect coverage on other employees.

It was the consensus of the majority of the Board that if employees fail to pay their insurance premium in a timely manner then they would be canceled.

A motion was made by Councilor Jordan, seconded by Councilor Dunham to rescind the motion made in 2000 allowing employees to receive Health Insurance if they choose to pay for Health Insurance themselves. Roll taken...

Councilor Jordan: Nay

Councilor Dunham: Nay

Councilor Wood: Nay

Supervisor Phillips: Aye

motion failed.

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

AOT Legislative Newsletter: In Session.

Pathfinder Letter

Registration for Tug Hill Conference-March 26<sup>th</sup>, 2020/Submit Registration with Town Clerk.

#### **Informational Items:**

Tug Hill Times-1/17,1/31 & 2/14/2020

Planning Board Minutes & Resolution-1/27/2020

Town Board Minutes-1/16/2020

Special Meeting Minutes-1/30/2020

CiTi BOCES Spotlight-January & February

Staples, WB Masons & other accounts

**Items for Board Projects:** Water Project, Town Bldg, Employee Handbook, Comprehensive Plan, Designation of roads for ATV use, and Cemeteries.

#### **EXECUTIVE SESSION:**

A motion was made by Councilor Dunham, seconded by Councilor Jordan to take a five minute recess at 9:28 pm and then enter into Executive Session to discuss matters leading to the appointment, employment, discipline, dismissal or removal of a particular person or corporation and contract negotiations. Roll taken...All in Favor...motion carried

A motion was made by Councilor Wood, seconded by Councilor Dunham to adjourn from Executive Session at 10:06 pm. Roll taken...All in Favor...motion carried.

**BAR Appointments:**

A motion was made by Councilor Wood, seconded by Councilor Dunham to re-appoint Kevin Dwyer to the BAR term to expire on 9/30/22 and Jack Rucynski to fill an unexpired term and term to expire on 9/30/2020. Roll taken...

Councilors Dunham, Jordan, and Wood-Aye

Supervisor Phillips-Opposed.

...motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Wood to adjourn at 10:12 pm. Roll taken...All in Favor...motion carried.

Respectfully submitted,

Kelly Reader  
Parish Town Clerk