

**Town of Parish
Zoom Meeting**

Minutes of the Town of Parish Board Meeting held May 21, 2020 at 6:41 pm.
Supervisor Phillips called the Zoom Meeting to order.

Present: John Dunham, Councilor
G.R. Horning, Councilor
Gary Wood, Councilor
Doug Jordan, Councilor
Mary Ann Phillips, Supervisor
Kelly Reader, Town Clerk

Also Present: Craig Petit, Hwy Supt; Robin Eaton-Novak; Deputy Supervisor; Bob Genant, Town Attorney; Paul Baxter, Tug Hill Rep.; and Carrie Tuttle, DANC Rep. and Sue Halbritter, Queen Central Reporter.

APPROVAL OF BILLS:

General Fund A: A motion was made by Councilor Wood, seconded by Councilor Dunham to approve claims #99-#117 for a total warrant of \$7,883.36.

Discussion: Councilor Wood asked why claim #111 for the Teamster's Health Insurance was \$120.00 more than last month and it didn't appear that the premium increased. Supervisor Phillips explained that there were more pay periods in one month than the other.

Councilor Jordan expressed concern that claim #117 for the Teamster Negotiation Attorney had a lot of charges for questions that are being asked.

Supervisor Phillips has only been able to do things either by phone or e-mail and had not been able to meet very often due to the Corona Virus.

Councilor Jordan asked if this was going to be covered by the budget.

Currently we are not over budget for contract negotiations.

Roll taken...

Councilor Dunham: Aye

Councilor G.R. Horning: Aye

Councilor Wood: Aye

Councilor Jordan: Aye

Supervisor Phillips: Aye

Motion carried.

General Fund B: A motion was made by Councilor Horning, seconded by Councilor Dunham to approve the claim #118 for a total warrant of \$3,231.00. Roll taken...

Councilor Dunham: Aye

Councilor G.R. Horning: Aye

Councilor Wood: Aye

Councilor Jordan: Aye

Supervisor Phillips: Aye

Motion carried.

H Fund: A motion was made by Councilor Horning, seconded by Councilor Dunham to approve claims to the H Fund, those being claims # 119 & #120 for the amount of \$5,005.70.

Discussion: Councilor Dunham asked how much more is in the account for the Water Project.

Supervisor Phillips thought there was \$20,000.00, but did not want to be quoted because she did not have the exact figure in front of her.

Councilor Jordan was concerned that too much money is being spent in a very short period of time. A lot of money is being spent when Zoom Meetings are being attended by DANC.

Councilor Jordan was also concerned that people in the Water District would continue to get billed without getting the benefit of water.

Councilor Wood has the same concern and doesn't want to bill the people in the Water District until we get the grants.

Currently, we are not over budget.

Discussion was held regarding not getting billed by DANC until we receive grant money.

There was a debate on what was actually agreed upon.

Concerns were expressed regarding bills coming in from engineers, Water Attorney, and other related costs that have to be paid. Questions were asked where the money was going to come from.

The grant money and grant deadlines were discussed.

Carrie Tuttle from DANC explained that the Town needs a WIIA Grant and a USDA/Rural Development Grant. What ever is needed to make the district the Town needs to get it. Multiple awards from different funding sources are needed.

The Rural Development Funding is first come first serve basis.

The sooner the application is submitted the more likely it is that there's money available within their fiscal year for funding.

DANC has projects that are getting funding right now.

Carrie does not see money being cut for infrastructure as there has been no indication.

An executed Engineering Contract has to be put into place for a design to move forward.

Passing a Bond Resolution is not enough. The other piece of the project isn't just grants.

You also need financing and Environmental Facilities Corporation provides 0% 30 year loans.

The Town will have to borrow money to do this project. Grants are not going to be enough.

Bond Anticipation notes were discussed and up to 9.2 million dollars can be borrowed. Payment does not have to be paid for two years. The longer it takes to get this done the more it is going to cost.

Roll taken...

Councilor Dunham: Aye Councilor Horning: Aye Supervisor Phillips: Aye

Councilor Wood: Aye Councilor Jordan: Aye

Motion carried.

Highway Fund:

DA Fund: A motion was made by Councilor Horning, seconded by Councilor Dunham to approve claims #78-#88 for a total warrant of \$3,428.49. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

DB Fund: A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the claims to DB Highway Fund, those claims being #89-#93 for a total warrant of \$7,811.56. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

SUPERVISOR REPORT:

Supervisor's Phillips presented the Supervisor's Financial Report through April 31, 2020.

REPORTS:

Highway Report: Hwy Sup't Petit reported that the Hwy Crew has put down 10 ton of cold patch in the past couple of weeks to patch holes. Culvert Pipes need to be replaced. Oil prices are down and they are waiting to see if CHIPs money will be received. Hwy Sup't Petit informed the Board that that the Highway Department has a busy summer coming up.

Town Park: Hwy Sup't Petit reported that tennis nets have been put up at Merrill Park. He asked when the Board would like the park opened and if they were going to advertise for someone to mow the park.

Discussion was held regarding discussing the issue in Executive Session and some of the Board Members asked why it had to be discussed in Executive Session.

Supervisor Phillips explained it had something to do with personnel and it would be explained in Executive Session.

It was the consensus of the Board to wait for another month due to the social distancing mandate and signs should be posted posting the guidelines.

It was brought to the Board's attention it was the Code Enforcement Officer's responsibility to enforce the social distancing guidelines.

APW School District Banners: Hwy Sup't Petit informed the Board that the Towns of Albion, Amboy, Parish, and Williamstown's Highway Depts. will be working as a joint team to put up 36 banners. The banners are being put up in honor of the 2020 APW graduating seniors as they can not hold a graduation ceremony due to the Covid 19 outbreak.

Assessor Report: Tabled

CEO Report: CEO Bernys

Town Justice Report: Judge Dayger

Town Clerk's Report: Clerk Reader

DCO Report: DCO Spriggs

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

Tax Collector Report: Tabled

Fire Co. Report: Fire Chief Harvey

OLD BUSINESS:

Solar Panel Moratorium Extension: A motion was made by Councilor Horning, seconded by Councilor Jordan to extend the Solar Panel Moratorium for an additional 6 months.

Discussion: Paul Baxter mentioned that he believes that the Solar Panel Moratorium Extension requires a Public Hearing and the passing of a local law.

Supervisor Phillips agreed that it needed a Public Hearing, but it may be waived under certain circumstances. It was discussed to pass the extension of the moratorium and if a Public Hearing is needed than they would do that.

Roll taken...

Councilor Dunham: Aye

Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye

Councilor Jordan: Aye

Motion carried.

ERS Resolution for ROA: A motion was made by Councilor Wood, seconded by Councilor Jordan to approve the Standard Work Day and Reporting Resolution for Elected and Appointed Officials as presented. Roll taken...

Councilor Dunham: Aye

Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye

Councilor Jordan: Aye

Motion carried.

See Attachment.

284 Contract: 284 Contract was approved and needs to be signed by the Highway Sup't and Supervisor.

Commercial Copier Lease: A motion was made by Councilor Jordan, seconded by Councilor Wood to approve renewing the Commercial Copier Lease for two years and copier use and lease payments will be shared with the village.

Discussion: Supervisor Phillips expressed discontent as she wants all departments to have access.

Discussion was held that it would need to be kept in a common area and all departments have their own office equipment in their offices. Other departments have used the copier if they have the need.

Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Nay

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

Town Lease with Village: Supervisor Phillips informed the Board that the Village Board has accepted \$250.00 for the year's increase.

Water Committee:

Carrie Tuttle recommended appointing a Water Committee and explained the point of the committee is to try and move the project ahead efficiently. Carrie has been involved with water and sewer projects for over 20 years and all the projects have had committees. The committees meet to brainstorm without public notice requirements.

Councilor Jordan asked if Minutes would be taken at these meetings?

Tuttle explained that DANC will facilitate the meetings and that the committee saves the Board Members a lot of time. There are always Minutes and a monthly report is given to the Board. The public can attend the meetings which are usually during the day so the engineers and consultants are available.

It was the consensus of the Board that the committee was to be made up of two Board Members, two Village Trustees, two residents from the Town and two residents from the Village.

A motion was made by Councilor Wood, seconded by Councilor Dunham to form a Water Committee with the following appointments from the Town, Councilor Dunham, Robin-Eaton Novak, Jeff Dickinson, and possibly Bernie Horning. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Nay

Motion carried.

Clean Up Day: Clean-up day was discussed and when it will be held.

Neil Chatterton, Trustee is the Rep for the Village and Councilor John Dunham will be the Rep for the Town. Discussion was held to schedule Clean-up Day between July and August after the Community Garage Sale.

Other: Councilor Jordan wanted to bring an issue up that was not on the agenda and reminded Supervisor Phillips that she was asked to place Other under Old Business. This allows the Board to bring up issues that may not be on the agenda.

Councilor Jordan wanted to clarify who collects fees from the Code Enforcement, Planning Board, and ZBA.

Currently, the Clerk receives them, deposits them and writes one check for all fees collected and submits it to the Supervisor in the beginning of each month.

Supervisor Phillips did not want to discuss it at this time.

Supervisor Phillips also informed the Board it can be either or. The Comptroller states that it is either the Clerk or the Treasurer. Supervisor Phillips informed the Board that

she is Chief Fiscal Officer and therefore Treasurer. Normally, it is the person that is present the most which was determined was the clerk.

Councilor Jordan wanted it brought to a motion and Supervisor Phillips was adamant that she wanted it delayed.

A motion was made by Councilor Jordan, seconded by Councilor Wood for any fees brought in by the Codes Office, Planning Board, and ZBA remains as is and turned into the Clerk. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Nay

Councilor Horning: Nay Councilor Jordan: Aye

Motion carried.

March Board Approvals:

A motion was made by Councilor Wood, seconded on by Councilor Jordan to approve the following items that were presented to them individually by Supervisor Phillips on March 18th & March 19th 2020.

Budget Modification as presented

Approval of Bills:

General Fund-A-Claims-#57-#79-Total warrant-\$11,930.62

General Fund-B-Claim-#82-#83- Total warrant-\$795.00

Capital Project Fund-H-Claims-#80-#81- Total-warrant-\$4,146.19

Highway Fund-DA-Claims-#37-#59-Total warrant-\$23,094.11

Highway Fund-DB-Claims-#60-#61-Total warrant-\$197,575.96

Request for Proposals (RFPs): Joint Water Project-Approval to send out RFP's as received and reviewed.

List of Engineers for RFP's to be sent: Approval to accept the list of engineers to send RFP's as received.

284 Agreement: Highway Agreement Section 284 of the Highway Law for the expenditure of Highway Moneys.

Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

Lease between Village & Town: Tabled-Heat problem was discussed and suggested to put on agenda for Joint Meeting.

The Board will receive information for review.

Franchise Information: Charter Communications & New Spectrum: More information will be received.

Intermunicipal Agreements: Joint Planning Board and Joint ZBA: The Board will be receiving information on updated agreements.

Town Audits for Town Officials: The Board will be receiving information for consideration.

Zoning Laws & Comprehensive Plan: The Board will receive updates for review.

CORRESPONDENCE, COMMUNICATIONS & PETITIONS:

None except information from State and County.

INFORMATIONAL ITEMS:

Tug Hill Times-4/24/2020, 5/8/2020

Planning Brd Minutes-1/27/2020

Town Board Zoom Meeting Minutes-4/23/2020 & 4/30/2020

EXECUTIVE SESSION:

A motion was made by Councilor Horning, seconded by Councilor Dunham to enter into Executive Session to discuss matters leading to the appointment, employment, discipline, dismissal or removal of a particular person or corporation, contract negotiations, and RFP's at 8:26 pm. Hwy Sup't Petit, Deputy Supervisor Eaton-Novak, and Carrie Tuttle, DANC Rep was invited to attend portions of Executive Session.

Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Nay

Motion carried.

A motion was made by Councilor Jordan, seconded by Councilor Wood to adjourn from Executive Session at 9:21 pm. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

Hire a 4th MEO for the Hwy Dept: A motion was made by Councilor Wood, seconded by Councilor Jordan to hire a 4th MEO for the Highway Department. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Nay

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

Mowing Contract:

A motion was made by Councilor Jordan, seconded by Councilor Dunham to approve the Mowing Contact with Oswego County for mowing Town and County roads in the Town of Parish receiving \$6,492.80 from Oswego County. Roll taken...

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Nay

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

Select Engineer for Water Project:

A motion was made by Councilor Wood, seconded by Councilor Horning to select BC&A as the Town of Parish's Engineer for District 1 Water Project. Roll taken...

Councilor Dunham: Nay Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Nay

Motion carried.

A motion was made by Councilor Wood, seconded by Councilor Dunham to adjourn at 9:26 pm. Roll taken

Councilor Dunham: Aye Councilor Wood: Aye Supervisor Phillips: Aye

Councilor Horning: Aye Councilor Jordan: Aye

Motion carried.

Respectfully submitted,

Kelly Reader
Parish Town Clerk