

REGULAR MEETING

MAY 20, 2013

At the Regular Meeting held on Monday, May 20, 2013 at the Hopkinton Town Hall at 6:30 p.m.

PRESENT: Supervisor Wood, Councilpersons Lyon, Sochia, Potter, Jock arrived at 7:20.

OTHERS PRESENT: Ronald Streeter Hwy Supt., Clerk French, Assessor & Code Officer Alan Fukes, Richard Schrader, Brenda Nicholson, Frank Barney, Ernest Wood, Benny Fairchild Courier-ObsERVER, Greg Crump, Loren Shattuck, Will Gray.

Supervisor Wood called the Regular Meeting to order at 6:30 on p.m.

Privilege of Floor: Will Gray spoke to the Board about passing a supporting resolution to repeal the SAFE Act. The Board will consider the resolution at the June meeting.

Ms Lyon made a motion, seconded by Ms Potter to accept minutes of Regular Meeting held on April 15, 2013 with correction. Adopted unanimously.

*CORRECTION: Highway Abstract Voucher Nos 66 & 78. Total Abstract \$14,568.00.

Mr. Sochia made a motion, seconded by Ms Lyon to accept Supervisors Financial Report for March and April 2013 as presented. Adopted unanimously.

Voucher Nos. 120 to 159 General Fund Abstract 5 in the amount of \$15,260.18 were audited and approved by the Board.

Voucher Nos. 79 to 102 Highway Fund Abstract 5 in the amount of \$41,759.38 were audited and approved by the Board.

Voucher No. 9 to 11 BHLS Health Center Fund Abstract 5 in the amount of \$503.00 were audited and approved by the Board.

Ms. Lyon made a motion, seconded by Ms Potter to pay the bills. Adopted unanimously.

CORRESPONDENCE

APA: regarding proposed project by Timothy Sharlow on Lake Ozonia Road. Campground consisting of 44 sites. Written comments may be made.

American Power & Gas: Supv. Wood reported that she had been contacted in regards to a guaranteed 25% savings on our power bills. She has enrolled the accounts with them and hopes the savings could be put towards the possibility of solar power.

NYS Department of Public Service: regarding area code 315 will be running out of assignable central office codes in early part of 2015. They are looking for public comment and input.

Northern Clean Energy Conference: June 5-7 at the Conference Center Lake Placid.

SLELO-PRISM: regarding invasive species public info session on May 30.

Adirondack Park Economic Development: regarding survey to identify key projects and to streamline them to the developing stages. Supv. Wood reported that the new Town Office will be located within the APA so she has completed the survey there is a possibility of some funding for technical assistance.

St. Lawrence Psychiatric Center: Supv. Wood reported that she received an email asking for the Board to pass a resolution in support to keep the Psychiatric Center in Ogdensburg open. Due to the fact that our Board meeting was not until after the date they needed the resolution, she wrote them a letter of support on behalf of the town.

NYMIR: Subscriber Account Statement for the fiscal year 2012.

NYS Department of Taxation and Finance: regarding the 2012 Cyclical Aid Certification. The town will receive \$6705.00 in aid for the reassessment in 2012.

OLD BUSINESS:

Water Test Town Hall: Supv. Wood stated we received the water test results from Life Science Lab. She spoke with Wilbur's Hardware and they told her we should be more concerned with the calcium and lime in the water

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than the iron. They also said that a household softener would work for the town hall because we do not use a large amount of water. The Board felt we need to find out what the level of calcium and lime is in the water and then make a decision on the type of softener. This matter was tabled until the next meeting.

Truck Purchase & Five Year Plan: Mr. Streeter told the Board that there is not much on State Contract at this time. He has gathered some info and we could spec a truck and put out for bid. He also submitted a Five Year Plan which is on file with the Town Clerk.

Town Hall Rental: Supv. Wood reported to the Board that she had sent a letter in regards to the violations of the rental of the Town Hall by an organization and asked them to submit \$75.00 deposit. The organization did submit the \$75.00 with an apology and also offered to do some community service in the town.

Ft. Jackson Park: Supv. Wood reported that she and Ms Lyon had met with Jared Heinel, Civil Engineer, at the Ft. Jackson Park. Some of his suggestions were to establish a border on each side of the new entrance with some trees. Move the sign to the new entrance. Pavilion at Tennis Court. Repair the bathroom facilities or install new ones. There is a tree near the new entrance that needs to come down. Create a pathway along the river and add some picnic tables and grills.

Discussion was held on bathroom facilities. The Board felt that sometime in the future we should look into putting in a new bathroom facility at the lower end of the park. They also discussed putting in a port-a-pottie for this year. Ms. Lyon will contact Brockway in Moira to see what they would charge us.

Supv. Wood stated that she had contacted several Greenhouses and received pricing for the planting of trees along the borders of the new entrance:

Adirondack Growers Inc., 16—5-6 foot Blue Spruce Planted and will re-landscape front of Town Hall in the amount of \$1600.00

Willow Tree Florist, 16 –5-6 feet Blue Spruce \$150-\$175 each plus planting it would average \$280-300 per tree.

Valley Greenery, \$175.00/tree plus planting.

Bonesteel, did not return call

After received the price quotes she contacted all Board Members and received verbal approval for the purchase of trees from Adirondack Growers Inc.

She asked them to make a formal motion to pay Adirondack Growers Inc.

Mr. Sochia made a motion, seconded by Ms Lyon to approve the expenditure of \$1600.00 to Adirondack Growers Inc., for planting 16 5-6 foot blue spruce trees with a one year warranty at the Ft. Jackson Park and to landscape the front of the Town Hall. Adopted unanimously.

COMMITTEE REPORTS:

Supervisors Report: Supv. Wood reported that she attended Town of Parishville board meeting to discuss the Rec Program. Met with the Town Attorney on the new proposed Town Office. Attended Emergency Services Meeting. Met with the insurance rep. Completed and submitted the application for member money. Supv. Wood also submitted a Five Year Plan which is on file with the Town Clerk.

Code: Mr. Fukes presented a written report. Citations were delivered two residences regarding cleanup. Both appeared in court will be cleaning up. If he does not see improvement he has to report back to the court. The Board also asked him to check on a property located on County Rt 49 and a barn that is falling in on Converse Rd.

Assessor: Mr. Fukes presented a written report. Grievance Day will be June 4th. Registration for the NYS Assessors Conference will be in July. Attendance is mandatory to receive continuing education credits.

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Museum: June 7th will be local history night at the Town Hall.

Library: Mrs. Nicholson reported everything is running smoothly. They are getting ready for the Summer Reading Program.

Highway & Safety: Mr. Streeter presented a written report. They will make some new picnic tables. Ms Potter showed Mr. Streeter a picture of a washed out culvert on the Santamont Road. He will check into this.

Fire and Rescue: Mr. Streeter OSHA classes are completed. They had a forest fire on the Kingsley Road. They will hold a chicken Barbeque. The boat project is almost completed. They have two new applicants for membership.

Town Facilities: Mr. Jock reported that he has written down the instructions for winterizing the museum for the future. The faucets in the Town Office bathroom need to be replaced. The sides of the front steps at the Town Hall are in need of repair. Ms. Lyon reported to the board that she had contacted Coakley Hardware in regards to fixing some of the scratches on the Town Hall floor. They will repair and buff out the scratches for \$400.00 or put a top coat and buff the whole floor for \$600.00. Ms. Lyon made a motion, seconded by Mr. Jock to hire Coakley Hardware to put a top coat and buff the Town Hall floor in the amount of \$600.00. Adopted unanimously,

Food Pantry: Mr. Schrader reported the numbers were up this month. The Postal Service had a food drive and they received donations from that. He also asked the board if they could get funds to build a building to have a permanent food pantry location would the town pay the utilities. Supv. Wood stated they would have to check into this to see if it would be legal for them to do this.

BHLS: Mr. Sochia reported they are going to rebuild the entrance ramp.

Groundskeeper: Mr. Wood he has the parks mowed, flowers planted, mulched. Lamphere's Trucking donated some topsoil. The lights in the Hopkinton Park are still a problem. Lawnmower will not stay charged he will take it to D & D for repairs.

NEW BUSINESS:

Town Hall Keys: Supv. Wood reported that she was told the town hall had been found left unlocked twice. The Board discussed having the lock rekeyed. It was decided if we have anymore problems we will have it rekeyed with keys that cannot be duplicated.

Local Law Regarding Trash, Debris, and Garbage: Supv. Wood reported to the Board that after the instances of problems with debris on properties Clerk French obtained a copy of a Local Law used in Town of Waverly in regards to this problem. She reviewed the Local Law and wrote it to fit the needs of the Town of Hopkinton. All board members were given a copy and asked to review it and if there are no changes we can set a public hearing date at the next meeting.

Establish a new account for Municipal Building: Supv. Wood reported to the Board that upon her meeting with the Town Attorney in regards to the possible new Town Office and due to the fact we have already received funding towards this from the Court Administration we need to establish an account for these monies.

Ms Potter made a motion, seconded by Ms Lyon to set up an account with NBT Bank for the proposed new Municipal Building and deposit the court funding monies received in that account. Adopted unanimously.

Request For Proposals: Supv. Wood reported to the board that upon her meeting with the Town Attorney in regards to the proposed new Municipal Building he suggested we advertise for Request for Proposals.

Ms Potter made a motion, seconded by Ms Lyon to advertise for Request for Proposals for the proposed new Municipal Building. Adopted unanimously.

Credit Card Policies: Clerk French reported to the Board that while attending the NYS Town Clerks'

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Conference she found we need to have some policies in place for the use and for accepting credit card payments. She will try to find some sample copies from other towns.

Local Law on Best Value: Clerk French reported to the Board that they should look into the passage of a Best Value Law due to the fact there are several items on the table at present that are going to require bids. If we have the local law on file and we need to pick a vendor that is a better value for us, but may not be low bidder this will allow the town to make that decision.

Supv. Wood will prepare a proposed law for the next meeting.

Official Undertakings: Clerk French reported to the Board that she had attended a seminar put on by NYMIR in regards to undertakings. Currently the town has a crime policy that does not cover many of the items that we need. In checking with the Insurance Company and increasing our policy to a million dollars and adding the bookkeeper as an additional insured, and transfer fraud coverage we can purchase the policy from NYMIR in the amount of \$729.00. We currently pay Travelers \$484.00 for half of the coverage.

Mr. Jock made a motion, seconded by Ms Lyon to change crime policies from Travelers to NYMIR. Adopted unanimously.

Mr. Jock introduced the following Resolution with a second by Ms Lyon:

Official Undertaking for Municipal Officials

WHEREAS, various sections of New York State Town Law and Public Officers Law require that certain officials execute and Official Undertaking; and

WHEREAS, we, the Town Board of the Town of Hopkinton hereby require the Supervisor, Town Clerk/Tax Collector, Town Justice and Highway Superintendent to execute said Official Undertaking as required by said law;

NOW, THEREFORE BE IT RESOLVED that we, the Town board of the Town of Hopkinton approve the document entitled "Town of Hopkinton Official Undertaking of Municipal Officers" as to its form and manner of execution and the sufficiency of the insurance, and

BE IT FURTHER RESOLVED that said Official Undertaking containing the notarized signatures of those named municipal officials be filed in the Office of the Town Clerk, as well as the original copies of the insurance policies indicating the sufficiency of the sureties to indemnify the Town against losses which may arise from failure of such officials to properly discharge their duties.

VOTE: Supervisor Wood Aye, Councilpersons Jock Aye, Potter Aye, Lyon Aye, Sochia Aye.

Ms Potter made a motion, seconded by Mr. Jock to enter into Executive Session to discuss collective bargaining negotiations per Article 14 of Civil Service Law at 8:25 p.m. Adopted unanimously.

Mr. Jock made a motion, seconded by Ms Potter to return to the Regular Meeting at 9:05 p.m. Adopted unanimously

Mr. Jock made a motion, seconded by Mr. Sochia to adjourn the meeting.

Meeting was adjourned at 9:05 p.m.

Respectfully Submitted

Vickie French

RMC