

Minutes of the Regular Monthly Meeting of the Town Board of the Town of Mooers held March 11, 2014 at the Mooers Office Complex commencing at 7:00P.M.

Present: Jeff Menard, Supervisor
Steve Barcomb, Councilperson
Mary Myatt, Councilperson
Gerald LaValley, Councilperson
Cory Ross, Councilperson

Recording Secretary: Brandi Lloyd, Town Clerk

Others Present: Kaleigh LaBombard, Dog Control Office
Eugene Boulerice, Highway Supervisor
Jess Dixon, Code Enforcer
Jaclyn Madison, Librarian

Absent: none

Meeting: Supervisor Jeff Menard called the Meeting to Order at 7:00PM, then he asked Brandi Lloyd to lead them in the "Pledge of Allegiance", which she did.

Minutes: All the Board Members were asked if they had read their copies of the February 11, 2014 Minutes. They all replied yes. Supervisor Jeff Menard then asked if there were any omissions or corrections, there were none. Councilperson Barcomb then made a motion to accept the February 11, 2014 Minutes as written and Councilperson Ross seconded the Motion. The result of a Roll Call was 5 AYES and 0 NOES, therefore Supervisor Jeff Menard declared Minutes accepted as written.

Highway: Highway Supervisor Eugene Boulerice handed in the February report for State Roads. He reported a total of \$23,164.38 spent in February. He added that this is down a little from February 2013, which was \$28,548.08. Highway Supervisor Boulerice thanked the Supervisor and other Board members that had joined him in Albany the previous week to meet with the New York Senators regarding the CHIPS funding. Supervisor Menard thanked Mr. Boulerice for his help and that of the Highway department with the manhole in the Town hall parking lot. He explained that the manhole at the center of the parking lot had become frozen and Roto-Rooter had been hired to thaw it. Supervisor Menard added that the charge was \$684.00. Supervisor Menard then began opening the bids for the Tandem Axle Truck. He opened bids from three different companies; one from Charlebois of Milton, VT, one from Champlain Peterbilt of Champlain, NY, and two quotes from Clarks Truck Center of Plattsburgh, NY. Supervisor Menard said the bids will be looked over thoroughly and, that once a decision has been made, the company with the winning bid will be notified promptly. Highway Supervisor Boulerice explained that equipment would be needed for the new Tandem Axle Truck and that The Town of Mooers, as per the New York State "Piggybacking" Law, is within its rights to accept a bid for said equipment via Oneida County Contract #1685 from Tenco Industries, Inc.; therefore Councilperson Ross made a motion that the following be adopted:

BE IT HEREBY RESOLVED THAT THE TOWN OF MOOERS PURCHASE FROM TENCO INDUSTRIES, INC. A NEW FULL HYDRAULIC WING SYSTEM AS PER BID AMOUNT OF \$32,798.00, 14' STAINLESS FRONT LEFT DISCHARGE BODY AS PER BID AMOUNT OF \$47,371.00, AND CS-430 SPREADER CONTROL AS PER BID IN THE AMOUNT OF \$4,465.00 FOR A TOTAL COST OF \$80,820.00 FOR THE PLOW PLUS THE OPTION WITH GUARANTEED DELIVERY WITHIN 30 DAYS AFTER RECEIPT OF CHASIS

The motion was seconded by Councilperson Barcomb. The result of a Roll Call was 5 AYES(Councilperson Barcomb, Councilperson Myatt, Councilperson Lavalley, Supervisor Menard, Councilperson Ross) and 0 NOES, therefore Supervisor Menard declared **Resolution #016-2014** adopted.

Library: Mrs. Jaclyn Madison said that she had been contacted by the State regarding the grant monies awarded in 2012 to the new library project. She said \$21,670.00 needs to be spent by June 30, 2014. She added that the State would like the building to be up by September. Mrs. Madison said getting the new library underway is good as the front steps of the current library have really suffered this winter. She said that she has been approached by someone wishing to use the new library/ community center for a Pre-Kindergarten class as the facility is slated to have a kitchen. Mrs. Madison also reported that she has a couple new volunteers for the reading program and that six people signed up for library cards just last week. She added that the Easter party will be held April 19th. Supervisor Menard said he has contacted a local contractor to figure out how much the building of the new library will cost so the Town can then take these figures and start going out to bid for the project. He said the library currently has around \$80,000.00 and he wants to make sure that is enough to at least get the structure up and sealed to protect it from weather. He said work could then proceed on the interior as soon as funds are available. He said he had also asked LaBarge Agency to look into liability issues concerning volunteers working on the building project. Supervisor Menard reported that he had received a copy of the deed for the land. Supervisor Menard then spoke about a letter he had received from the U.S. Department of Justice. The letter reports that a Mr. Mark Denoyers owes the Town of Mooers Library over \$300.00. He explained that Mr. Denoyers has been ordered to pay a total of \$498.74 and to start making monthly payments. Mrs. Madison said this is not a matter she is familiar with, but that the library would be more than happy to receive the funds. She requested a copy of the letter.

Dog Control: DCO Kaleigh LaBombard reported that she currently has two dogs in the shelter. Ms. LaBombard handed in the itemized report for February 2014 which showed the following: zero dogs came in from Altona, two dogs came in from the Town of Mooers, zero dogs came in from Chazy, 28 reports/ complaints received, and zero warning letters were mailed. Supervisor Menard said Ms. LaBombard had had a rough month and that anyone who thinks the position of Dog Control Officer is an easy one, they are mistaken. Ms. LaBombard added that she had to get an order of protection.

Beautification Committee: Supervisor Menard asked if anyone from the committee would like to address the board. No person was present for the committee wishing to address the board at this time.

Youth Program: Supervisor Menard asked if anyone from the youth program would like to address the board. No person was present for the youth program wishing to address the board at this time.

Town Historian: Supervisor Menard asked if anyone from the youth program would like to address the board. No person was present for the youth program wishing to address the board at this time.

Fire Department: Mr. Chris Bulriss, Fire Chief, handed in the February report. The February report contained the following: Station #1 had 5 calls, Station #2 had 0 calls, Town had 3 calls and Mutual Aid had 2 calls with an average response time of 3.0 minutes. -----Incident types were Auto Alarms=2----Air Supply=2----Other=1 (EMS assist). Mutual aid to Hemmingford=1-----Chazy=1. Mutual Aid from NONE. Vehicle 251(Pumper) used 2 times, vehicle 252(Brush Truck) used 0 times, vehicle 253(Squad) used 0 time3, vehicle 254(Pumper) used 0 times, vehicle 257(Heavy Rescue) used 3 times, vehicle 258(Tanker) used 2 times, vehicle 259(Pumper) used 0 times, and vehicle 25-AIR(Air Truck) used 2 times. Gallons of diesel fuel used from November 2013- January 2014 = 204.39 (@\$3.3979/gal = \$694.50) and gallons of gasoline used from November 2013- January 2014 = 101.1 gallons (@\$2.9896/gal = \$302.25) for a total cost for this time period of \$996.75. Mr. Bulriss said he had received a quote for a new brush truck of \$50,267 of which the Fire Department will use \$23,000.00 of the monies they receive from the Labor Day fundraising. They would like to pay the balance, around \$30,000.00, using monies for the Fire Department's capital reserve fund. Supervisor Menard explained that there is about \$117,000.00 in the Fire Department's capital reserve fund currently. Mr. Bulriss explained that the new brush truck would replace the 1991 truck the department currently has. He added that the Fire Department will be selling the old brush truck once the new truck arrives. Councilperson Ross explained, to clear up any confusion, that the Fire Department has their own budget and when they request to make a purchase, it is from their budget. He added the monies are not coming from the General Fund or another budget line. Councilperson LaValley made a motion for the Fire Department to accept bids to purchase a new brush truck. The motion was seconded by Councilperson Myatt. All in favor. Motion carried. Mr. Bulriss said that the Fire Department would also like to purchase five sets of turnout gear, as they had done so in the previous year. He added that the price for five sets of turnout gear is \$9530.00. Councilperson Myatt asked what budget the monies would be coming from. Supervisor Menard said the money would come from the Fire Department's equipment budget. Councilperson Ross made a motion for the Fire Department to purchase five sets of turnout gear. The motion was seconded by Councilperson Barcomb. All in favor. Motion carried.

EMS: Supervisor Menard asked if anyone from Champlain EMS program would like to address the board. No person was present wishing to address the board at this time. Supervisor Menard explained that the Town had written a check to Champlain EMS for \$69,000.00, which was not the correct amount according to the 2014 Tax Warrant. According to the warrant, Champlain EMS should receive \$70,635.08. He explained that the amount in the budget is an estimate, but the actual number comes from Clinton County with the taxes at the end of December, after the budget has been completed. Supervisor Menard said, to avoid this confusion in the future, the fiscal year for Champlain EMS will run from February to January. It is currently January to December. Therefore Councilperson Barcomb made a motion to pay EMS the balance owed of \$1635.08. Councilperson Ross seconded the motion. All in favor. Carried. Supervisor Menard said he has asked Champlain EMS to start submitting monthly reports. He added that Champlain EMS has used 147.5 gallons of gas in the month of February, for a total of \$526.81.

Code Enforcement Officer: Mr. Jess Dixon reported that he has compiled a list of people interested in being on the Planning Board. He added that he would like a resolution to accept the Planning Board at the next meeting in April. Mr. Dixon said that Mrs. Jessica Bulriss has been helping in his office. He said that the Clinton County Real Property Office offered to let him use their equipment to digitalize the documents from his office. Mr. Dixon said there was some discussion as to which budget Mrs. Bulriss would be being paid from. He said she will continue to be paid from the Court Clerk budget as she works for that office as needed as well. Mr. Dixon said he has started to send out letters regarding property maintenance codes. He said the letters are just reminders, not tickets. Mr. Dixon explained that there is an issue with a permit fee and a person requesting the fee be refunded. He said that after receiving the fee he looked into the permit, but could not grant the permit due to property ownership issues. Mr. Dixon said it is his understanding that the fee was not refundable. Supervisor Menard advised Mr. Dixon to ask Mr. Murnane. Mr. Dixon's report for February showed a total of three Certificates of Occupancy, three property maintenance letters mailed, one court case with two violations was settled before court, and 26 calls. Supervisor Menard went over a letter received from AES Northeast, a land use planning company. He explained that this company has assisted other area towns with coding, zoning, and planning. Supervisor Menard said he would like to look into the company further to see how they could benefit the Town of Mooers and how much the fee would be. He added that Mooers needs to update zoning. Mr. Dixon added that working with AES would fit in nicely with the Planning Board starting up as AES can handle the logistics. Councilperson Ross made a motion for Supervisor Menard to contact AES to get more information. The motion was seconded by Councilperson Barcomb. All in favor. Carried. Mr. Dixon explained that it is important for the Town to have plans in place. He said that as money becomes available from the State, if there is not already a plan for a project, the money will not be awarded to the Town. Mr. Boulerville said that the Town will need to look into emergency training in order to receive funds from FEMA. Supervisor Menard said with Mr. Boulerville retiring in the future, someone will have to be trained and that he will look into it.

Highway 2: Mr. Boulerville asked the Board to discuss the resolution awarding the bid of the tandem axle truck. He said that he would rather not wait until the next meeting to do so. He added that he would review the specifications of the Tandem Axle Truck bids and compare the same to the bidding specifications ; therefore Councilperson Barcomb made a motion that the following be adopted:

THEREFORE, BE IT HEREBY RESOLVED THAT THE HIGHWAY SUPERINTENDENT OF THE TOWN OF MOOER IS HEREBY AUTHORIZED TO PURCHASE SAID TANDEM AXLE TRUCK FOR THE MAXIMUM PURCHASE PRICE OF TO BE ANNOUNCED AND TO BE DELIVERED WITHIN 90 DAYS AFTER RECEIPT OF SAID ORDER

The motion was seconded by Councilperson Ross. The result of a Roll Call was 5 AYES(Councilperson Barcomb, Councilperson Myatt, Councilperson Lavalley, Supervisor Menard, Councilperson Ross) and 0 NOES, therefore Supervisor Menard declared **Resolution #017-2014** adopted.

Old Business: Supervisor Menard gave an update on the recent building collapse. He said that the owner had been given 60 days notice and that the Town lawyer, Mr. Murnane, mailed a certified letter to the owner. Supervisor Menard said that he had been in contact with a company that is going to test the debris for asbestos. He said he spoke to a representative from the DEC and if the site is asbestos free, the bricks and concrete could be dumped in a responsible area not affecting any streams or waterways. The other construction debris must go to a contracted landfill, which is in landfill in Morrisonville. He added that once the Town gets the OK to proceed from the lawyer, the Town would then accept bids for the clean-up. Supervisor Menard said once the Town takes over the property, the Town becomes liable. He asked Mr. Boulerville if a temporary fence could possibly be put up around the

site. Mr. Boulerice said he was not sure if he had enough fencing. Mr. Bulriss, Fire Department Chief, said that the Fire Department had some fencing that could be used. Mr. Dixon said he does not want to let the owner of the collapsed building off of the hook. He said he would like to issue appearance tickets for not following the Town's code. He added that going through the legal system, the owner would eventually get a bench warrant, the owner would have to go to court, and this would hopefully deter him from purchasing more property in the future.

New Business: Supervisor Menard said that Court Clerk, Mrs. Crystal Bulriss, had written a grant for \$7,599.98 to the Unified Court System to purchase two fire-proof filing cabinets. He said a grant for only \$3,000.00 was awarded. He explained that one cabinet costs about \$3,800.00 and that Mrs. Bulriss would like to purchase two cabinets for a total of \$7,599.98. He said she asked if the Town would pay the balance of \$4,599.98. Councilperson Myatt asked if it was a law that files be stored in a fire-proof cabinet. Supervisor Menard said it is the law. After some discussion about where the funds would come from, Councilperson Myatt made a motion that the Town pay the balance of \$800.00 to purchase one fire-proof filing cabinet. The motion seconded by Supervisor Menard. All in favor. Carried.

Supervisor Menard asked if anyone would like to address the Town Board. There was none.

Town Business: Supervisor Menard said that the need has arisen for the Town Board to go into executive session to discuss an issue with a current employee as well as an issue with a former employee.

The Town Board then went into executive session.

The executive session ended and the Town of Mooers Town Board reconvened in an open session.

Town Business 2: Supervisor Menard explained that a decision was made by the Board while in executive session. He said the Board discussed time off for bereavement for a current employee. He said the Board voted unanimously no on granting paid time off to the current employee for this bereavement occurrence, as per the contract. Supervisor Menard said the Board expects this to now go into arbitration with the Union.

Vouchers: The Audited Vouchers to be paid off the Abstracted Vouchers on March 11, 2014 are as follows:

General - Townwide-----	(Vouchers 483 - 499, 501 - 507, 509, 518, 520)-----	\$ 16,380.57
Highway - Townwide-----	(Voucher 285 - 321)-----	53,288.39
Mooers Fire Protection -----	(Voucher 501, 507 - 508, 510 - 519)-----	14,222.21
Mooers Forks Lights-----	(Voucher 499)-----	479.64
Mooers Lights -----	(Voucher 499)-----	843.70
Mooers Ambulance District-----	(Voucher 500)-----	1,635.08
Trust & Agency-----	(Voucher 83 - 85)-----	<u>10,372.57</u>

Total of Abstracted Vouchers Paid-----\$97,222.16

Adjourn: Councilperson Barcomb made a motion for the meeting be adjourned. Councilperson Ross seconded the motion and the result was 5 AYES (Supervisor Jeff Menard, Councilperson Mary Myatt, Councilperson Steve Barcomb, Councilperson Gerald LaValley and Councilperson Cory Ross) and 0 NOES. Thus, Supervisor Jeff Menard declared motion carried. Meeting adjourned at 8:42 PM.

Respectfully Submitted,

BRANDI B. LLOYD, TOWN CLERK/TAX COLLECTOR