

MINUTES OF THE SMITHVILLE TOWN BOARD
AUGUST 19, 2013

OPENING Supervisor Fred Heisler Jr 6:41PM

ROLL CALL

Supervisor Fred Heisler Jr.
Councilwoman Elizabeth Vanderweyde
Councilman Bob Whitmore
Councilman John Cammarata

ALSO PRESENT

Town Clerk Owens
Highway Sup't Bruce Kinney (arrived at 7:25pm)
Tom Pollard, Planning Board rep (arrived at 7:15pm)
Larry Sherwood

ABSENT:

Councilman Karl Ludwig

CORRESPONDENCE

6:45PM

C1.) Ambit Energy—Guaranteed Saving Plan announcement of \$.17
C2.) Selective Insurance: receipt of claim from James Davis. This was potential damage from a diversion ditch.
C3.) Request from McDonough Food Bank for \$1,000. This Food Bank claims they also serves residents of the Town of Smithville. Supervisor Heisler would like to ask the Presbyterian Church in Smithville if they would be interested in making a contribution. It was noted Fresh/Frozen food is kept at the Presbyterian Parsonage in Smithville if a family has a need. A person formerly with the Smithville Food Bank has indicated about a dozen families in the Town of Smithville participate. Supervisor Heisler suggested considering this during the 2014 Budget process.

NEW BUSINESS

6:55PM

None

OLD BUSINESS

6:55PM

OB1: Website: Town Clerk Owens asked Woolly Bear if a 2hr block of time to update the website would suffice until the end of the year, but Woolly Bear said most of that 2hr. block of time would be used to update the specifics of the website. An annual contract can start anytime and continues for 12 months. Supervisor Heisler suggested taking the yearly amount from his contractual A1220.4. After some additional discussion, the following Resolution was brought forth:

RESOLUTION #39 (2013): CONTRACT WITH WOOLLY BEAR FOR ANNUAL WEBSITE UPDATE

On a motion by Supervisor Heisler, 2nd by Councilwoman Vanderweyde, the following Resolution was ADOPTED.

AYES: Heisler, Vanderweyde, Whitmore, Cammarata

ABSENT: Ludwig

Resolved to contract with Woolly Bear for \$180. for an annual fee for 1 hr. of monthly updating of the Town of Smithville's website. Resolved also to fund the contract from A1220.4.

OB2: NYSORPS: Assessor re-appointment. Assessor not available due to illness but will be asked to attend the 9/27 Budget work session.

REPORTS

7:05PM

R1.) Planning Board: no report submitted, but Planning Board member Tom Pollard was present. The Site Plan Review law has been passed by the Planning Board and is being handed over to the Town Board for their review. The Road Use agreement will be next on the agenda for the Planning Board. Supervisor Heisler mentioned Donna Jones of the County Planning Board has offered to speak to the Town Board/Planning Board concerning needed activities for Boards.

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R2.) Assessor: no report submitted

R3.) Enforcement Officer: report submitted. The Enforcement Officer has been apprised of a situation on Buckley Hollow Rd. where a homeowner is building without a building permit, and has not filed a septic permit either. The County has also been working on the same situation. In another situation, a homeowner near Lake Ludlow is having difficulty with driveway specs.

County: report submitted

R4.) N/A

R5.) DCO: late report submitted. Unlicensed (in the Town of Smithville) dog was caught and the owner found. The DCO will make a visit to the dog owners.

R6.) Attorney: report submitted.

R7.) Smithville Day: no report submitted

R8.) Custodian report

Community Center: CC Inspection report items discussion.

- door handle on front door has been purchased but not yet installed
- light post installation for side entrance not yet complete
- cigarette butt receptacle has been installed
- The United Way has been contacted to paint the Community Center sometime in September. Tim Braman has power washing equipment to help clean the building prior to painting.

R9.) Playground Committee: no report submitted

R10) Town Clerk: report submitted. Additionally Town Clerk Owens spoke about the 12 yr. old Canon Image Runner 200L. The ADF is not functioning. A service call for someone to come and look at it would be \$118. + mileage + time. Different options were again reviewed. Tom Pollard asked if the County has a piggy back contract. Supervisor Heisler suggested reviewing the options again at the next monthly meeting in September.

Town Clerk Owens also asked to attend a Town Clerk's Regional meeting in Corning on Sept 21st. The agenda will include a meeting about the new DEC licensing policy scheduled to go in effect in January 2014. The cost to attend the meeting, which includes lunch, is \$35.00. The following Resolution was made:

RESOLUTION # 40 (2013): ALLOW TOWN CLERK TO ATTEND MEETING AND TO PAY EXPENSES

On a motion by Councilwoman Vanderweyde, 2nd by Councilman Whitmore, the following Resolution was ADOPTED.

AYES: Heisler, Vanderweyde, Whitmore, Cammarata

ABSENT: Ludwig

RESOLVED to allow the Town Clerk to attend a Town Clerk's training meeting in Corning NY on Sept. 23rd at a cost of \$35.00 and to reimburse also for mileage.

R11) Highway: no report submitted. Hwy Sup't Kinney reported the Insurance rejection (C2) was from a diversion ditch problem. He will try to recoup money for the damages w/FEMA.

A new Driveway Pipe Policy was submitted by Highway Sup't Kinney and reviewed by Board members. After some discussion it was moved to adopt the policy.

RESOLUTION # 41 (2013): ADOPT DRIVEWAY PIPE POLICY

On a motion by Councilwoman Vanderweyde, 2nd by Councilman Cammarata, the following Resolution was ADOPTED.

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AYES: Heisler, Vanderweyde, Whitmore, Cammarata
ABSENT: Ludwig

RESOLVED to adopt the Driveway Pipe Policy as submitted to the Town Board on August 19, 2013.

A Town of Smithville Time Clock Policy was also submitted by Highway Sup't Kinney to the Town Board. There were some points of discussion concerning this policy. Board members asked for a couple of revisions to the wording in the policy and to have it retyped. This will be presented at the next Town Board meeting. Any violations of the Time Clock Policy will be documented in the Employees folders.

Highway Sup't Kinney reported there were 25 applicants for the vacant position. He is sorting through the applications and will meet with the Chenango County Personnel for their check of the applicants Civil Service requirements.

The injured employee has had surgery and is recovering. There was an issue with Worker's Comp which is being worked out. The temporary employee has started and will work 2-3 months.

R12) Supervisor's Report: report submitted. Accept: Vanderweyde/Whitmore

- Tractor pull organization has put in a new track. Supervisor Heisler stressed there should be a written contract in place. He has asked them to clarify their intentions. The Town may not want a tractor pull area on the property later on.
- The bill for the Town Office renovation will be coming soon. Monies will need to be transferred.
- There is a potential to recover some of the renovation costs through a JCAP grant. Supervisor Heisler is still checking on the status of 2013-2014 JCAP grants.

The Supervisor's report was accepted in a motion by Councilwoman Vanderweyde, 2nd by Councilman Whitmore. All 4 Board members: Heisler, Vanderweyde, Whitmore, Cammarata were in favor, motion carried. Councilman Ludwig absent.

MINUTES APPROVAL FOR July 15, 2013

7:35PM

A motion to approve these minutes was made by Councilman Whitmore, 2nd by Councilwoman Vanderweyde. All 4 Board members: Heisler, Vanderweyde, Whitmore, Cammarata were in favor, motion carried. Councilman Ludwig absent.

WARRANTS

7:40PM

General Warrant # 8, Vouchers # 95-111 in the amount of \$3,109.74 were submitted for payment. In addition, Voucher # 112 (to be placed under Warrant # 9) in the amount of \$450. for a 5 drawer filing cabinet for the Assessor's office was added. Voucher # 113 (Warrant # 9) was previously approved earlier in the meeting. A motion to accept and pay these bills was made by in a motion by Councilwoman Vanderweyde, 2nd by Councilman Cammarata. All 4 Board members: Heisler, Vanderweyde, Whitmore, Cammarata in favor, motion carried. Councilman Ludwig absent.

Highway Warrant # 8, Vouchers # 88-100, in the amount of \$26,405.80 were submitted for payment. A motion to accept and pay these bills was made by in a motion by Councilwoman Vanderweyde, 2nd by Supervisor Heisler. All 4 Board members: Heisler, Vanderweyde, Whitmore, Cammarata in favor, motion carried. Councilman Ludwig absent.

There was no other business to come before the Board. A motion to adjourn was made by in a motion by Councilman Cammarata, 2nd by Councilman Whitmore. All 4 Board members: Heisler, Vanderweyde, Whitmore, Cammarata in favor, motion carried. Councilman Ludwig absent.

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There will be a Budget Work Session on Tues. Aug. 27th at 6:30pm. The next regular meeting of the Town Board will be Sept. 16, 2013. Meeting adjourned at 8:40pm.

Alison B. Owens

Smithville Town Clerk