

Minutes of the Smithville Town Board  
July 17, 2017

OPENING of Town Board meeting Supervisor Fred Heisler Jr. 6:30PM

ROLL CALL/PLEDGE:

LATE ADDITIONS/DELETIONS/REMARKS:

ROLL CALL/PLEDGE:

Board members:

Fred Heisler, Supervisor

Karl Ludwig, Deputy Supervisor

John Cammarata

Bob Whitmore

Tom Pollard

Also Present: Alison Owens, Town Clerk  
Jeff Lowe, Town Assessor  
Tracy Oliver, Hwy Sup't  
Bruce Kinney, Enforcement Officer  
Christine Stark, DCO

CORRESPONDENCE

6:35PM

C1) letter of resignation from Deputy Clerk Suzette Valachovic effective June 30, 2017. Suzette will still continue to serve as the Planning Board clerk. Town Clerk Owens presented the Board with an approved County application from Kathy McLaughlin, County Rd 3a. Board members tabled action until later in the meeting.

NEW BUSINESS

6:37PM

NB1) Consider Resolution to approve Kenneth Whitmore III to the roster of the Genegantslet Fire Co. Initially, a Resolution was made by Councilman Ludwig, 2<sup>nd</sup> by Councilman Whitmore to approve Kenneth Whitmore III but was withdrawn to consider further discussion as to qualifications of the applicant. Some Board members felt the Genegantslet Fire Co. should provide in the request items such as: address of applicant, prior experience, if training has been completed, notice if background checks were completed, etc.

It was recommended the request approval letter not be approved until a more complete response from the Genegantslet Fire Co. is received. The matter was tabled until such time.

OLD BUSINESS (UPDATES IF ANY)

6:40PM

OB1) Cowles Cemetery: Att'y Berger has sent a draft letter to Supervisor Heisler for his consideration. Supervisor Heisler will also go visit surrounding property owner Joe Warren to discuss with him the status of ownership.

OB2) Phil Montelione Community Park access during event on August 5<sup>th</sup> : The Town insurance carrier required the Town of Smithville to be named additional insured on the special event policy being provided by Phil Montelione. The Town of Smithville will need a copy of the insurance policy.

Councilman Pollard requested to add Cincinnatus Lake back on the agenda: There are required core drillings on the dam, the process of which will need to be reviewed.

Minutes of the Smithville Town Board  
July 17, 2017

REPORTS

6:50PM

R1.) Highway: report submitted:

- Speed limit sign on County Rd. 2 south of the Flats has been moved closer to the 35mph speed limit sign.
- Wet, rainy weather has not been conducive to road work but some pipe work has been completed. Seasonal roads will be worked on as time permits.
- Work on the Volvo '02 work and on JD tractor
- There was a recall on 2017 pickup which has been taken care of
- CHIPS sealing on Krupp Rd. has been completed
- the 1993 MACK can be sold "as is" to Pharsalia,

R2.) Assessor: no written report was submitted. Assessor Lowe has been on the road reviewing properties. Several properties and changes have not appeared on the tax roll in quite a few years. Solar company has submitted paperwork for a tax exemption but due to the March 1<sup>st</sup> deadline, it will not take effect until next year.

R3.) Enforcement Officer: no written report submitted. Septic applications are coming in. There was a junk/trash complaint on a Marvin Rd property. EO Kinney also needs to write letter to a resident on Pearl St for junk. There was an SPR was approved by the Planning Board, and there are 3-4 open ended building permits. The County report not submitted.

R4.) Planning Board: no report submitted. A revised copy of the Comprehensive Plan was emailed to everyone

R5.) DCO: no report submitted

R6.) Attorney: no report or communication submitted. Supervisor Heisler said the Att'y reviewed paperwork for the SAM grant and that everything looked good. Att'y Berger advised Supervisor Heisler to go ahead and sign it.

R7.) vacant

R8.) Custodian: no report submitted

R9.) Playground Committee/Eagle Scout project: no report submitted

R10) Town Clerk: report submitted.

- NYS Vital records was missing 14 reports over a 3 year period. Town Clerk Owens sent in the missing reports, including a copy of 1 cashed check and a replacement check for one not cashed by Vital Records.
- The computer problems are ongoing. The Town Clerk laptop continually refuses to "talk to" the HP printer and it will get "hung up" periodically forcing the Town Clerk to shut it down and restart. Town Clerk Owens suggested buying a new, not refurbished, laptop for Town Clerk use. Board members asked about a previously purchased laptop and Town Clerk Owens replied it was purchased in late 2015 to replace the DELL laptop at the counter which does taxes and sporting licenses. There was not enough time to make the change prior to tax collecting season and forgotten last year. The DELL laptop is over 10 years old and has Vista on it. It works ok but needs to be replaced as Vista is no longer supported.
- The stored laptop can be used for the exchange with the DELL. Before it is changed, it will need an Office program installed. At that point, the laptop can be tested with the HP printer to see if it will print without a problem. If so, then the Town Clerk laptop has the problem (not the HP printer) and will need replacement. The HP laptop is a 2011 model, older than the Town Clerk HP laptop.

Minutes of the Smithville Town Board  
July 17, 2017

R11) vacant

R12) Supervisor's Report: report submitted. Possible scam through ant-virus.

NB2) Consider Resolution announcing completion of Justice audit, send in to Albany

**RESOLUTION # 21 (2017) : COMPLETION OF 2016/2017 TOWN JUSTICE AUDIT**

On a motion by Supervisor Heisler, 2<sup>nd</sup> by Councilman Ludwig, the following Resolution was ADOPTED.

AYES: Ludwig, Cammarata, Pollard, Whitmore, Heisler

NAYES: 0

RESOLVED to announce the completion of the Justice audit for 10/1/2016-7/13/2017, results to be sent to the Court System in Albany.

The new 2017/2018 JCAP grant is available to apply for.

A motion to accept the Supervisor's report was made by Councilman Ludwig, 2<sup>nd</sup> by Councilman Pollard. All five Board members: Ludwig, Cammarata, Pollard, Whitmore and Heisler were in favor, motion carried.

MINUTES APPROVAL for June 19, 2017

7:30PM

The minutes of the June 19<sup>th</sup> were reviewed. A motion to approve these minutes was made by Councilman Whitmore, 2<sup>nd</sup> by Councilman Pollard. All five Board members: Ludwig, Cammarata, Pollard, Whitmore and Heisler were in favor, motion carried.

WARRANTS

7:35PM

General Warrant # 7, Vouchers # 77-86, in the amount of \$ 4175.72 were reviewed payment. A motion to accept and pay these claims was made by Councilman Ludwig, 2<sup>nd</sup> by Councilman Whitmore. All five Board members: Ludwig, Cammarata, Pollard, Whitmore and Heisler were in favor, motion carried.

Highway Warrant # 7, Vouchers # 111-118 in the amount of \$23089.36 were reviewed for payment. A motion to accept and pay these claims was made by Councilman Ludwig, 2<sup>nd</sup> by Councilman Pollard. All five Board members: Ludwig, Cammarata, Pollard, Whitmore and Heisler were in favor, motion carried.

OTHER/BUDGET WORK

7:55PM

Discussion returned to making an appointment as Deputy Town Clerk. Boardmembers were concerned about increasing the rate of pay for a new Deputy Clerk over the rate of the one leaving and over the rate of the 2<sup>nd</sup> Deputy. Town Clerk Owens explained that Mrs. McLaughlin was very experienced having served as Deputy Town Clerk in Greene for a # of years. The rate she was paid in Greene was more than what she would make in Smithville but equal to what the Court Clerk for Smithville is now paid. Town Clerk Owens also pointed out that under the NYS minimum wage guidelines, the new minimum wage for

Minutes of the Smithville Town Board  
July 17, 2017

workers in 2018 will be 10.40 p/h so the hourly wage for the 2<sup>nd</sup> Deputy will have to be increased anyway.

Councilman Cammarata asked if the money remaining in the Town Clerk contractual account would be enough to pay for the increased rate for the remainder of the year. Town Clerk Owens replied it would be. After continued discussion the following Resolution was made:

**RESOLUTION # 22 (2017) : APPOINT KATHY MCLAUGHLIN AS DEPUTY TOWN CLERK/TAX COLLECTOR FOR THE TOWN OF SMITHVILLE BEGINNING JULY 18, 2017**

On a motion by Councilman Ludwig, 2<sup>ND</sup> by Councilman Cammarata, the following Resolution was ADOPTED.

AYES: Ludwig, Cammarata, Pollard, Whitmore, Heisler  
NAYES: 0

RESOLVED to appoint Kathy McLaughlin as Deputy Town Clerk/Tax Collector for the Town of Smithville beginning July 18<sup>th</sup> 2017. The rate of pay for Mrs. McLaughlin will be \$15.00 p/h.

The next Budget meeting will be July 31, 2017 6:30pm; the next Town Board meeting August 21st. There was no other business to come before the Board. Supervisor Heisler adjourned the meeting until July 31<sup>st</sup>.

CLOSE By Supervisor Heisler 8:32PM

Alison B. Owens

Smithville Town Clerk