

TOWN OF PLATTEKILL
REGULAR TOWN BOARD MEETING

October 2, 2013

Time: 7:00 PM

SALUTE TO FLAG

Supervisor Croce opened the meeting with a salute to the American Flag.

ROLL CALL

The following Town Board Members were present:

Supervisor Croce
Councilman Putnam
Councilwoman Morano
Councilman DePew

Councilman Farrelly was absent.

MINUTES

* Supervisor Croce made a motion to dispense with the reading of the minutes from the Sept. 4, 2013 Regular Town Board Meeting.

Councilman Putnam seconded.

On the vote: all ayes.

* Supervisor Croce made a motion to accept the minutes from the September 4, 2013 Regular Town Board Meeting.

Councilman DePew seconded.

On the vote: all ayes.

ADDITIONS

Supervisor Croce stated that he did not have any additions to the evening's agenda.

PUBLIC INPUT

Mrs. Pearl Morse stated that she has given a report to the Supervisor which stated that the Veterans Committee had received \$583.75 in sales and donations from the Car Show, the Dunking Booth and the Veteran's Booth at Plattekill Day. She wanted to thank the Director of Plattekill Day, Linda Byrnes, for setting up these donations for the Veteran's Memorial Fund. She stated that she also wanted to thank the Supervisor for donating his time in the dunking booth. There were many people willing to throw the ball to try to dunk him.

Supervisor Croce asked if there were any further comments or questions from the public.

* Supervisor Croce made a motion to close the Public Input Section of the meeting at 7:08 PM.
Councilman Putnam seconded.
On the vote: all ayes.

PRESENTATION

1. STAR Presentation:

Supervisor Croce stated that he was contacted by our County Legislator, Kevin Roberts, about a person who gave a presentation on the STAR Exemption to the County Legislature. He thought that it might be a good idea to have this same person come to a Town Board meeting and give the same presentation. So he has set up this presentation for the October 16th, 2013 meeting.

The Supervisor asked the Town Clerk about the STAR Exemption and that there was something special going on this year.

The Town Clerk, Barbara Dawes, stated that there is a special re-registration through the State Tax Department for people who get the Basic STAR Exemption. Those seniors who get the Enhanced STAR do not have to re-register with the State because they re-register with the Town every year. It is those people who get the Basic STAR, that only have to register the first time and not again, that have to re-register this one time with the State.

Supervisor Croce stated that we will see what other information we can learn from this presentation at the next regular Town Board meeting.

2. Plattekill Day Report:

Supervisor Croce explained that Mrs. Linda Byrnes, our Highway Dept. Clerk, had offered to be this year's Director for Plattekill Day and did a wonderful job. It was a great event with lots of vendors and activities and everyone had a great time. He stated that Ms. Byrnes has asked to read her report:

Mrs. Byrnes read her report explaining that there were 104 vendors and 7 different types of food vendors. There was entertainment all day long including a DJ, a Karate demonstration, a magic show, dancers and several bands that played at the stage or under the pavilion all day long. There were 27 trophies given out for the car show which raised \$120.00 for the Veterans Memorial Fund. The citizen of the year was awarded to the late Bruce Loertscher, posthumously. She continued by extending a thank you to all the companies and organizations that helped with donations and volunteers such as Hannaford's, Morano Construction, the Southern Ulster Rotary and many others. She stated that the dunking booth was a popular activity due to our Town Supervisor offering to be in the dunking booth along with several other children and boy scouts. This booth was able to raise \$222.00 that was also earmarked for our Veteran's Memorial Fund.

Mrs. Byrnes thanked the Town Board for allowing her the opportunity to be the director for this wonderful event.

The Town Board stated that they wanted to thank her for the wonderful job she had done. Setting up this size event is a huge undertaking and it was a great event.

Supervisor Croce stated that he also wanted to thank the Mr. Wager and the Highway employees for all that they do to get the fields and stage set up. It is a lot of work and they deserve a special "Thank

You". He laughing stated that he also wanted to thank Mrs. Byrnes for thinking of him and putting some containers of warm water in the dunking booth so it would not be quite so cold! It was a great event and we are all looking forward to next year's already.

SECTION 1 – HAZARD MITIGATION PLAN UPDATE

Supervisor Croce stated that at the last meeting the Town Board had discussed being a part of the Hazard Mitigation Plan Update and had decided to ask either the Chairperson for the Planning Board or the Highway Superintendent to be the Town of Plattekill representative. He stated that he had spoken with the Highway Superintendent and Mr. Wager has offered to be on the committee and to send his clerk, Linda Byrnes as the alternate.

The Town Board agreed that these two representatives were the best choices for this committee and for our Town.

SECTION 2 – REQUEST FOR SPEED LIMIT REDUCTION

Supervisor Croce stated that at the last two Town Board meetings, there was discussion on asking the State DOT to reduce the speed limit in the Business area of Modena from 45 mph to 35 mph. He stated that at the last meeting, there was discussion on where we would like to see the "speed zone" begin and end.

Supervisor Croce stated that he was looking through his files and realized that Supervisor Loertscher had requested a speed reduction in 2008 for this same location. He read a letter from the DOT that was addressed to the past supervisor indicating that the DOT did not want to reduce the speed limit at that time.

Supervisor Croce stated that he tried to contact Mr. Morano, from the State DOT, who had written this letter, and found that Mr. Morano is away on vacation. He stated that he spoke to someone else at the DOT office and that person stated that there is a time limit to re-requesting a speed reduction, but he was not sure how many years we would have to wait to be allowed to ask again. He stated that he would have to wait until next week to try to contact Mr. Morano again.

Councilman Putnam asked if Hannaford's was there in 2008?

Supervisor Croce stated yes, but Dollar General and Mario's new building were not. He stated that he also spoke with our Highway Superintendent and it was pointed out that Clintondale is very curvy and Rt. 32 here in Modena is relatively straight. That might also make a difference to the State. He stated that he would try to get in touch with Mr. Morano to see what can be done.

Councilman Putnam stated that he did not think it could hurt to speak to Mr. Morano, but if we had just asked for a reduction in 2008, we may have to wait longer.

Supervisor Croce stated that the person he spoke to at the DOT stated that Mr. Morano has a very good memory and will probably remember the study done in 2008. He may remember some specific reason that we were turned down back then.

SECTION 3 – SALE OF 2007 DODGE CHARGER & 2002 FORD CROWN VICTORIA

Supervisor Croce stated that the Town Clerk did receive several offers on the Charger and the Crown Victoria police cars. There was one offer on the Charger for \$4,200.00, but we just received an e-mail today stating that the offer had to be withdrawn. And the other two offers were both under the minimum amount specified for each car. The person offered \$2,500.00 for the Charger and \$700.00 for the Crown Victoria.

There was a person in the audience from the Ulster County ASPCA, which is a privately run organization and he was interested in purchasing the vehicles.

Supervisor Croce explained to him that the Town, being a municipality, would not be able to just sell the vehicles to a private organization. It would have to be put out for offers again and the ASPCA would have to submit offers the same as anyone else.

There was more discussion that the cars could be put in the newspaper again, and we could lower the amount we were asking for the vehicles. It did seem to help that they were put out by the road for people to see as they drive by.

* Councilman DePew made a motion to not accept any of the offers received from Mr. Oakleh, on the Dodge Charger or the Crown Victoria that were opened on Sept. 30th, 2013.

Councilman Putnam seconded.

On the vote: all ayes.

* Councilman DePew made a motion to advertise the sale of the 2 vehicles again with the minimum bid offer of \$500.00 for the Crown Victoria and the minimum bid offer of \$3,000.00 for the Dodge Charger, with both cars being sold “as is” and offers being accepted until 1:00 PM on Oct. 28, 2013.

Councilwoman Morano seconded.

On the vote: all ayes.

Supervisor Croce stated that he was expecting the work to be done on the roof of the Town Hall this weekend, so that might delay putting the cars out by the road. As soon as the work is done, we will be able to put the cars out by the road again.

SECTION 4 – CREDIT CARD POLICY

Supervisor Croce explained that while working with the Bookkeeper and the Accountant, it was suggested that the Town should have an employee policy on the use of Credit Cards. He stated that we do not use them often, but when someone is going for training or purchasing something over the internet; it is often easier or necessary to use a credit card. The Accountant suggested that the Town adopt a credit card policy for its employees and she gave some suggestions as to what should be included in the policy. She also stated that the policy should be adopted by resolution.

* Supervisor Croce made a motion to adopt the following resolution:

TOWN OF PLATTEKILL

RESOLUTION - CREDIT CARD POLICY

WHEREAS, The Town Board of the Town of Plattekill, Ulster County, New York has decided to obtain Town of Plattekill Credit Cards for use by authorized Town Officials and employees of the Town of Plattekill, and

WHEREAS, The Town Board desires to establish a Credit Card Use Policy for the Town Officials and employees of the Town of Plattekill, and

WHEREAS, The Supervisor will recommend to the Town Board a list of those employees authorized to use the credit cards,

NOW THEREFORE BE IT RESOLVED, That the Town Board hereby authorizes that the Bookkeeper will maintain a list of authorized individuals and authorized credit limits for each authorized individual using a Credit Card, and

FURTHER BE IT RESOLVED, That the Credit Cards will only be used for appropriate government purposes, to include online transactions where a check/cash is not an option and that all billing statements will be reconciled to supporting documentation that adequately identifies all charges as being valid and proper municipal expenses. Under no Circumstances will the Credit Cards be used for personal expenditures. The user of the Credit Card assumes personal liability for any improper or unauthorized use of the Credit Card.

Councilman Putnam seconded.

On the vote:	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Supervisor Croce	X			
Councilman Putnam	X			
Councilman Farrelly				X
Councilwoman Morano	X			
Councilman DePew	X			

Adopted: October 2, 2013

Councilwoman Morano asked who currently had a Town credit card?

Supervisor Croce stated that he and Councilman Farrelly, as the Deputy Supervisor, both have credit cards that are kept in the Town Clerk’s safe. They do not carry them in their pocket on a daily basis. The Highway Superintendent, the Chief of Police and the Lieutenant also have cards.

Supervisor Croce stated that there has also been discussion that there should be a Town Policy Manual/Book that should also be set up. That way all the Town policies would be in one place for easy reference.

The Town Board agreed that this would be a good idea.

SECTION 5 – BUDGET MEETING DATES

Supervisor Croce read the list of budget meeting dates that had been set up for the various departments during the next two weeks.

Supervisor Croce stated that he wanted to thank his secretary for working out all the budget meeting dates with all the departments. She tried to give us more time on the larger budgets and double up, in one evening, on smaller departments. She did a great job.

Supervisor Croce stated that he hoped that most of the Town Board would be able to make a majority of the meeting dates.

Councilman Putnam stated that he had to work one or two nights, but would try to make as many as possible.

SECTION 6 – MOBILE HOME PARK LICENSE RENEWALS

Supervisor Croce read the list of Mobile Home Parks that the Building Inspectors had approved for receiving their 2013 Town Operating Licenses. The Parks that had submitted the proper paperwork and passed their inspections are: the Troutbrook Mobile Home Park owned by Lawrence Fuhrmann with 18 homes, the Rizzi Mobile Home Park owned by Vincent Rizzi Jr. with 5 homes, The Treeline Mobile Home Park owned by William Galm with 17 homes, the Aloha Home Acres Mobile Home Park owned by Michael Baum with 279 homes, the Rolling Acres Mobile Home Park owned by ABCI- Realty with 57 homes and Four Seasons Mobile Home Park owned by Mel & Heidrun Santos with 4 homes.

* Councilman DePew made a motion to approve the annual certificates for those Mobile Home Parks just mentioned by the Supervisor.

Councilwoman Morano seconded.

On the vote: all ayes.

SECTION 7 – HIGHWAY DEPARTMENT REQUEST TO PURCHASE TRUCK

Supervisor Croce read a request from the Highway Superintendent, Mr. Robert Wager, to purchase a 2014 Ford F-550, Crew Cab, 4-Wheel Drive Truck with a 9 foot dump body. This truck would be purchased off the Oneida County Bid #1643 for \$46,779.00. The request stated that currently there are no New York State bids available for medium trucks and the NYS Comptroller's Office has amended the competitive bidding requirements to allow "piggybacking" off of other government entities until August of 2017. This truck would be replacing the 2000 Ford F-250 four wheel drive which has a current odometer reading of 111,000 miles. After consideration of its current condition, and from an economic perspective, the Highway Superintendent states that he feels this truck has reached the point that we should not spend any funds to maintain this vehicle if a major problem should occur. That is why he would like approval to replace this vehicle with a new one.

Mr. Wager was present and stated that this would be a replacement vehicle. He stated that the Highway Dept. had a small dump truck many years ago and it was replaced with a pick-up truck. He would like to go back to a small dump truck so that it can be used for more projects. He stated that it would be a basic dump truck that will be 4-wheel drive and will be able to hold a sander. There are some new roads coming into the coverage area and we can always use an extra vehicle to handle the maintenance situations.

* Councilman Putnam made a motion to allow the Highway Superintendent to purchase the 2014 Ford F-550, Crew Cab, 4-Wheel Drive Truck with a dump body at a cost of \$46,779.00.

Councilman DePew seconded.

On the vote: all ayes.

SECTION 8 – TOWN HALL ROOF PROJECT

Supervisor Croce stated that the roof project is moving forward and the Town Hall building should be completed this weekend. There should not be anyone here on Saturday when they will be putting on the spray foam. Yoga, which is usually here at the Town Hall on Saturday mornings, has been moved to the Senior Center and he has spoken to Mr. Romano who usually leaves his car or the State car in the parking lot.

There was a short discussion that the Court sometimes uses the Court Room for arraignments on the weekends and the Police Officers come here to leave their cars and take police vehicles.

Supervisor Croce stated that he would speak with Lieutenant Smith and make him aware of the situation.

Mr. Wager stated that the Clerk of the Works will be here to make sure that all cars are kept away. He stated that they were looking to do the Town Hall roof first and then the Highway Dept. The Town Hall should be done by the end of the weekend if all goes well.

Supervisor Croce stated that it was also set up that they would not work on Monday or Friday because of Court. He stated that the good part of this is that the roof will finally be fixed and we will all stay dryer!

SECTION 9 – RECREATION DEPARTMENT BUDGET MODIFICATION REQUEST

Mr. Bill Farrell, the Town Recreation Director, was present to explain to the Town Board that he would like to request that some funds that have been taken in during the year for programs like Summer Camp and other recreation programs, be moved from a revenue account to a regular budget account to cover some extra costs that were incurred during the year. He stated that his concern is for the Basketball program that he usually does for kids during the late Fall and Winter seasons. He stated that there is also some grant money that was received for the recreation program that should also be moved as this money is only to be used for recreation programs.

Supervisor Croce stated that he did not think that the Town Board could act on his request this evening and suggested that he meet with the Bookkeeper to get the specific budget lines that would be involved. He stated that he thought they would have to have a resolution in order to do this.

Mr. Farrell stated that he spoke to the Accountant and she said to speak with the Bookkeeper, but when he spoke to the Bookkeeper, she said he had to speak with the Town Board. That is why he was here this evening.

There was discussion on if there were any new programs that would account for spending extra funds.

Mr. Farrell stated that he has more participation each year and the budget has not been changed much to account for this. For example, Basketball used to be one day a week and he had to go to two days a week last year. The programs are getting bigger

Supervisor Croce stated that he was just trying to make the point that when we are doing the budget for next year; we have to anticipate what will happen next year. He stated that he thought the Town Board would have to have a resolution to transfer funds.

The Town Clerk stated yes, the Town Board would need a resolution to vote on.

Supervisor Croce again suggested that Mr. Farrell meet with the Bookkeeper on this and he would also meet with the Bookkeeper on this and then a resolution can be drawn up for the Town Board to vote on.

Mr. Farrell stated that he also wanted to let the Town Board know that there were a few Boy Scouts that want to fix up the memorial area at the Library building. He stated that Boy Scouts have to do a six hour project before doing their Eagle Scout project. There are two bushes that are overgrown and the area needs to be cleaned up.

Supervisor Croce stated that this project should really go through Mr. Wager the Highway Superintendent.

Mr. Wager was still present at the meeting and stated that he felt the Town Board should give their approval and send a letter to the Library Director and then another letter to the Veterans Committee. This way everyone will know what is going on.

Supervisor Croce asked Mr. Farrell if he had anything in writing from the Boy Scouts on this project?

Mr. Farrell stated no.

Councilman Putnam stated that part of the project is to do the proper paperwork. He suggested that Mr. Farrell obtain request a written request to do the project from the Scouts.

The Town Board all agreed that this would be a worthwhile project.

* Supervisor Croce made a motion, upon receiving more information on who would be doing the project, the names of the Scouts, that the Town Board allows these Scouts to move forward with the project.

Councilwoman Morano seconded.

On the vote: all ayes.

Supervisor Croce stated again that he would need the Scouts names before they start doing the project.

SECTION 10 - VOUCHERS

* Councilman DePew made a motion to pay the Voucher Detail Report, dated 10/2/2013, which includes the General Fund amount of \$36,300.40, the Highway Fund amount of \$16,069.57 and the Trust & Agency amount of \$160.00 for a total amount of \$52,529.97 recognizing that the Audit Committee has reviewed the claims and found them acceptable for payment.

Councilman Putnam seconded.

On the vote: all ayes.

SECTION 11 – ADJOURNMENT

* Supervisor Croce made a motion to adjourn the meeting at 8:05 PM.

Councilman DePew seconded.

On the vote: all ayes.