

December 9th, 2021 OFFICIAL MINUTES

The Lorraine Town Board opened their monthly meeting at 7:17 pm at the Municipal Building.

Present were: Town Supervisor Sandra Clark, Councilman David Johnson, Councilperson Rachel Pitkin, Councilman Gordon Hutton, Highway Superintendent Joe Wasilewski, and Deputy Town Clerk Sarah Carrier.

Citizens present were: Enforcement Official John Howland, Assessor Jim Rounds, and Dawn and Lynn Burnham.

The Pledge of Allegiance was led by Supervisor Sandra Clark.

AUTHORIZATION OF BILLS: MOTION #67 OF 2021 was made by Councilman David Johnson and seconded by Councilperson Rachel Pitkin. All in favor. Motion carried.

CITIZENS RECOGNITION:

Dawn and Lynne Burnham had questions about the building permit/assessment on their neighbors' property. Assessor Jim Rounds stated he goes to check the property on or after March 1st and doesn't have to put a value on the property until April 12th-15th. It will make it onto the following year's taxes. He stated that the County issued a Stop Work Order due to the violation.

ENFORCEMENT OFFICER: John Howland attended a required training about grants for updated lighting and is wondering whether it would allow the Town of Lorraine to qualify for updated lighting.

HEALTH OFFICER: The Town Clerk reported no new updates.

ASSESSOR: Jim Rounds reported that equalization rates are going down and will affect tax rates and discussed setting the revaluation for 2022 if possible. He stated the market isn't going back to normal.

PLANNING BOARD: No new updates.

ZONING BOARD OF APPEALS: No new updates.

APPROVAL OF MINUTES: Town Board minutes were reviewed. **MOTION #68 of 2021** was made by Town Supervisor Sandra Clark, and seconded by Councilperson Rachel Pitkin. All present were in favor with corrections. Motion carried.

APPROVAL OF TOWN CLERKS MONTHLY REPORT: The Town Board reviewed the Town Clerk's monthly report **MOTION #69 of 2021** was made by Councilperson Rachel Pitkin and seconded by Councilman David Johnson. All in favor. Motion carried.

UNFINISHED BUSINESS:

1: Signs- Nothing is going to happen with the signs until Spring.

2: Revaluation- Councilperson Karen Peebles reported from her cellphone that she believes the market will go back to normal.

3: Stowell Driveway- Supervisor Sandra Clark was unable to get a response from the attorney.

4: Cyber Training- The Deputy Town Clerk will take the training and the Town will adopt a cyber policy after the first of the new year.

New Business:

1: Marijuana Opt-Out- reviewed how it may affect communities, to address a concern from Bilkey Moore.

Resolution #12 of 2021 was made by Supervisor Sandra Clark, seconded by Councilman David Johnson to opt-in by not opting-out. All in favor. Motion Carried.

2: Fire Protection Agreement for the Village of Adams- whether or not to sign.

Motion # 70 of 2021 was made by Councilman David Johnson, seconded by Councilperson Rachel Pitkin to sign the Fire Protection Agreement. All in favor. Motion Carried.

Highway Superintendent: discussed how the monthly reports generated, can be misleading in regards to what was budgeted, versus the actual expenses. Highway has exceeded the revenue recently budgeted for county work.

BALANCES ON ACCOUNTS:

Highway:	\$108,488.54
General:	\$330,730.02

EXECUTIVE SESSION: went into at 9:03p.m. Adjourned the executive session at 9:14p.m.

Motion #71 of 2021 was made by Supervisor Sandra Clark, seconded by Councilperson Rachel Pitkin to adjourn Executive Session. All in favor. Motion Carried.

ADJOURNMENT:

MOTION #72 OF 2021 was made by Councilman Gordon Hutton and seconded by Councilperson Rachel Pitkin to adjourn the meeting at 9:15pm. All present were in favor. Motion was carried.

Respectfully submitted by:

Sarah Carrier

December 27, 2021 End of Year Official Meeting Minutes

The Lorraine Town Board opened their end of the year meeting at 7:15 pm at the Municipal Building.

Present were: Town Supervisor Sandra Clark, Councilman David Johnson, Councilperson Rachel Pitkin, Councilperson Karen Peebles, Highway Superintendent Joe Wasilewski, Deputy Town Clerk Sarah Carrier.

The Pledge of Allegiance was led by Supervisor, Sandra Clark.

AUTHORIZATION OF BILLS: MOTION #73 of 2021 was made by Supervisor, Sandra Clark and seconded by Councilperson, Karen Peebles. All in favor. Motion carried.

DISCUSSION OF BILLS and OTHER MATTERS:

Documentation on the National Grid Bill that was on the December 9th abstract was presented.

There were some issues regarding the E&V statements/bills. Supervisor, Sandra Clark and Highway Superintendent, Joe Wasilewski were told by E&V that there were outstanding bills from 2019-2021. E&V does not send monthly statements. They only leave invoices when they come for fill ups. Supervisor Sandra, Clark was able to talk with E&V and it was concluded that the confusion was with E&V on their business end and the issue was resolved. Highway Superintendent, Joe Wasilewski is going to get quotes from other fuel companies.

It was initially thought that Highway Superintendent, Joe Wasilewski's business credit card was hacked into and someone used it to make purchases. Two of the purchases were legit, but just showed under a different vendor. Joe will contact them to get a statement since the Supervisor is unable to access it online.

The Town Board concluded that they will complete any transfers of funds as needed and will make sure everything is coded correctly. The bottom-line numbers are still good.

Highway Superintendent: discussed the monthly reports and how they can be misleading and confusing in regards to what was budgeted, versus the actual expenses. Supervisor, Sandra Clark will look into other software that may be more user friendly. Also she will check with current software provider to see about custom reports.

Prices have increased for building supplies and the cost is now more than originally budgeted for.

A new desk was ordered, but the order was cancelled. The bill from last month was actually for a new chair and not the desk. He will still be ordering a new desk.

EXECUTIVE SESSION: opened at 8:12. Adjourned at 8:24.

Motion #74 of 2021 to adjourn the Executive Session was made by Sandra Clark. All in Favor. Motion carried.

ADJOURNMENT:

Motion #75 of 2021 to adjourn the meeting at 8:29 was made by Councilperson Rachel Pitkin and seconded by Councilperson David Johnson. All in favor. Motion carried.

Respectfully submitted by:

Sarah Carrier