

JANUARY 9th 2020 OFFICIAL MEETING MINUTES

The Lorraine Town Board opened their monthly meeting at 7:08 pm at the Municipal Building.

Present were: Supervisor Sandra Clark, Councilperson Karen Peebles, Councilperson Rachel Shelmidine-Pitkin, Councilman David Johnson, Councilman Gordon Hutton, Town Clerk/Tax Collector Sarah Edington and Highway Superintendent Joe Wasilewski.

Citizens present were: Kay Chapman from Tug Hill, Karleigh Stuckey, and John Howland.

The Pledge of Allegiance was led by Town Councilman Davis Johnson

MOTION #1 of 2020 was made by Councilman Johnson to approve payment on Highway Abstract General Abstract for street lighting abstract 2020

CITIZENS RECOGNITION:

ENFORCEMENT OFFICER: John Howland delivered an update on the Graves Junkyard violation. The case went to the Supreme Court and the judge gave the landowner until July 1st, 2020 to comply. Question was asked if to fee clean up could be added to the tax bill if the landowner did not comply. John said that he believed that the county would not provide reimbursement. Another inquiry was made to see if DANC would allow us to dispose of the junk and waive the fee. The town no longer utilizes DANC's facilities. Annual Dev. permit/junkyard law report.

Also present Karleigh Stuckey, associate circuit rider at cooperative Tug Hill Council discussed upcoming webinars/training

COMMUNICATIONS & PETITIONS:

- Atlantic Wind LLC- copy of app for cert of environment compatibility & public need
- Urban Forestry Council- grant program

ASSESSOR: No updates

HEALTH OFFICER: No updates

PLANNING BOARD: Mr. Tokos, PB chair could not be present but provided his 2019 Annual Report.

ZBA: Mr. Wasilewski accepted the appointment. Looking for more people if anyone is interested.

Committees:

Special Projects- Gordon Hutton discussed the ongoing Stowell share driveway project. Town discussed selling property to Mr. Stowell amending the current paperwork to reflect a perpetual agreement. Supervisor Clark to contact attorney for input.

Building- Overhead door for the old storage should be in ad installed. Highway side has been repainted.

Grants- Assigned Karen Peebles

Communities (playground)- Assigned Rachel Shelmidine-Pitkin.

Cemeteries- Vince Moore to still stay involved and coordinates with Supervisor Clark.

Town Clerk- Monthly report was presented and accepted **MOTION #2** was made by David Johnson and seconded by Gordon Hutton Motion was carried.

ZONING BOARD:

APPROVAL OF MINUTES: December 12 2019 Town Board minutes for the Public Hearing were reviewed. **MOTION #3** of 2020 was made by Rachel Shelmidine-Pitkin and seconded by David Johnson. All present were in favor. Motion was carried.

The regular Town Board Minutes for December 12th, 2019 we reviewed. **Motion #4** of 2020 made by Gordon to accept regular minutes. Seconded by Rachel. All present were in favor. Motion was carried.

ANNUAL APPOINTMENT:

- 1: Drug and Alcohol Compliance-Joe Wasilewski
- 2: Town Clerk Deputy- Justin Edington
- 3: Deputy Supervisor- Vince Moore
- 4: Deputy Highway Superintendent- Harold Downey
- 5: Historian-Bilkey Moore
- 6: Real Property Exemption Auditors-David Johnson
- 7: Tug Hill Committee Rep- Rachel and Joe.

Review of Town Policies

1: Procurement Policy increase to 3500 to 6000 (Comp bidding and all other aspects of procurement policy still apply).

All Town Policies affirmed with this change. **MOTION #5** made by Gordon. Seconded by Sandy. All in favor. Motion carried.

Sexual Harassment Training- Clerk and Joe Wasilewski have to take sexual harassment training. Sandy, Rachel, and Karen will meet requirements by providing proof from primary employers. Joe to schedule.

Mileage Reimbursement .57 cents per mile

Des of Newspaper: Watertown Daily Times

Des of Depository: Watertown Saving Bank

Oaths of Offices were completed by new council members; Rachel and Karen Oaths of other newly elected officers- Highway Superintendent, Supervisor, Deputy Supervisor, and Town Clerk were completed on January 1st 2020.

UNFINISHED BUSINESS:

1. Development Law Amendment/coordinate with Solar Energy Systems
2. New hire- Highway Superintendent hired Seth Widrick was brought in as MEO-3 instead of MEO-4 due to qualifications.

NEW BUSINESS:

1. Petty Cash: was replenished
2. 284 agreements were signed. **MOTION #6** made by David and seconded by Gordon. All in favor. Motion carried.
3. Discussed CHIPS funding.
4. Harold and Joe are going to training in reference to erosion.
5. Joe will take care of requirements for drug tests for COL Cleaning House.
6. Joe indicated that he was going to promote Damien Smith, a FT HWY employee from MEO-3 to MEO-2. Money was allowed in budget already **MOTION #7** Made by Sandy, Rachel seconded. All in favor. Motion carried.
7. Joe submitted letter of intent on grader to manufacturer/vendor. [money in budget already].
8. Discussion whether or not to upgrade town pickup truck.[money not in budget if pay for grader in full] town has (2) pickups. 2016 and 2017. Discussed putting on equipment scheduled for two years opposed to three. Also discussed upgrading to a higher trim package to increase resale value. Would price out fully dressed with plow and necessary accessories.
9. Joe would like to continue to put \$100,000 in equipment every year for the next ten years. So we can follow replacement schedule on equipment without having to take a BAN note.
 - Currently in 2021 we would be facing a replacement of one the town snow plows.
 - Would like to keep five snow plows/ dump trucks with the six employees so we can utilize five trucks working for the company. Other employees mow roads.
10. Joe stated the boot vouchers for reimbursement were previously paid only during a specified month per prior discussion.
11. Since building will be paid for in 2020 it was discussed to set money aside in budget for improvements and repairs to the building.

RESOLUTIONS:

1. Town Fees **MOTION #8** introduced by Sandy- Seconded By Karen All in favor. Motion carried

2. Town Board Meetings **MOTION #9** to set Town Board Meetings on the second Thursday of each month at 7PM abstract vouchers to be approved at 630PM was introduced by Sandy. Seconded by David. All in favor. Motion carried.
3. Payment in advance to audit **MOTION #10** to include; National Grid(electricity), Frontier(telephone), Spectrum(internet) was introduced by Sandy. Karen seconded. All in favor. Motion carried.
4. Revisions to 2020 elected employee salaries was introduced as **Motion #11 by Sandy**. Second, Karen. All in favor. Motion carried.(changes were supervisor and town clerk elected to be paid by weekly)

Special Meeting- was set for February 6th at 6:30 for audit for 2019 town justice and town clerk financial statements.

Joe asked about carry over from 2019 on the highway. What is unexpended and what we will do with those expenses will be discussed after 2019 year end is audited. Annual report is due by the end of February but may apply for extension.

BALANCES ON ACCOUNTS:

HIGHWAY: \$244,129.34

GENERAL SAVINGS: 329,334.59

ADJOURNMENT:

MOTION #12 OF 2020 was made by Gordon Hutton to adjourn the meeting at 9:17pm. David Johnson seconded the motion. All present were in favor. Motion was carried.