

Regular & Organizational Meeting

The regular and organizational meeting of the Waddington Town Board was held on Monday, January 11, 2016 @ 7PM in the Municipal Building.

Present were: Supervisor Sandra Wright and Councilmembers: Travis McKnight, Shirley Robinson, Patricia VanPatten, and Shaun Prentice.

Also Present: Carol A. Burns, Town Clerk, Robert Dalton, Highway Superintendent, Mark Scott, and Edith Ashley.

Call to order: The meeting was called to order @ 7PM.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Minutes: A motion was made by McKnight, seconded by Robinson to approve the minutes as submitted.

Citizen's Comments: Mark Scott reported that the Recorder will come out in the beginning of February. January 22nd is the latest deadline for articles to be submitted.

He reported that a group of artists have been meeting to form a local arts district on Main St. They are looking at the Clark House and other types of buildings depending on rental space. The people in the group are from all around the County. It is in the very early stages and they will meet on Wednesday evening @ 7PM in the Creperie if the Town would like to send a representative.

He also noted that Time Warner is going to be sold to Charter. The Town could reopen the contract.

He also asked for an update on the Waladis lawsuit, 20 megawatts, recreation plan, and the McKenzie study. Supv Wright stated that there will be a meeting for McKenzie study on January 20th. The results should be out in January. The litigation was not supposed to be sent to the press but was done so by Joe Gray. Attorney Gustafson will be representing the towns in the process. There is nothing on the monetization and the recreation plan has not been completed.

Edith Ashley asked what the status was on the Baildon property in Chase Mills. The Clerk reported that the Code Enforcement Officer has sent them an order for clean-up. If not done within a specific time frame there will be a summons issued.

2016 Annual Appointments

Resolution #1

Motioned by: Robinson

Seconded by: McKnight

Records Management Officer(RMO)	Carol Burns
Registrar of Vital Statistics	Carol Burns
Deputy Registrar of Vital Statistics	Kerri O'Bryan
Tax Collector	Carol Burns
Deputy Town Clerk	Kerri O'Bryan
Court Clerk	Kerri O'Bryan
Dog Control Officer	James E. Pipher
Bookkeeper	Darlene Ellis
Deputy Supervisor	Travis McKnight
Library Board Member 5 year term	Kevin Kitzman
Library Board Member 4 year term (replace Christy Snider)	Melissa Smith
Planning Board Member 5 year term	Jessie Uppstrom

2016 Salary Schedule

Resolution #2

Motioned by: McKnight
Seconded by: Robinson

Supervisor	\$10,500 Per year- pay bi-weekly
Bookkeeper	16,951 Per year – pay bi-weekly
Town Justice	12,240 Per year – pay quarterly
Court Clerk	10,924 per year- pay bi-weekly
Councilman	3,090 Per year- pay quarterly
Town Clerk	27,550 Per year- pay bi-weekly
Registrar of Vital Stats	2,300 Per year- pay annually
Deputy Clerk	6,072 Per year– pay bi-weekly (12 hrs per wk)
Assessor	14,814 Per year- pay monthly
Supt of Highways	47,000 Per year- pay bi-weekly
Grievance Bd of Review	100.00 Per day + mileage + school
Municipal Building Janitor	9.00 per hour – pay bi-weekly (4 hours per week) **
Dog Control Officer	5,100 Per year- pay monthly
Historian	825 Per year- pay annually
Code Enforcement Officer	4,330 Per year- pay monthly
Librarian	19,091.28 Per year – pay bi-weekly
Librarian Substitute(Renee)	8.85 Per hour- (\$3880 Budget)
(Janet)	9.00 per hour
Librarian Custodian	3,850. Per year - pay monthly
Rink Attendant	3,800 Per year – pay bi-weekly
HEO Per Contract	21.75 Per hour – pay bi-weekly
MEO Per Contract	21.05 Per hour – pay bi-weekly

**** Increased Municipal Building Janitor to minimum wage**

Mileage Allowance

Resolution #3

Motioned by: VanPatten
Seconded by: Prentice

RESOLVED, that all Town Officials are allowed compensation not in excess of .48 ½ mile for use of their automobiles in performance of their duties. Ayes: All

Designation of Bank

Resolution #4

Motioned by: McKnight
Seconded by: Prentice

RESOLVED, that Community Bank N.A. of Waddington, N.Y. is hereby designated as depositor, in which the Supervisor, Town Justice, Town Clerk, and Tax Collector of the Town of Waddington will deposit monies coming into their hands by virtue of their offices. Ayes: All

Meeting Schedule

Resolution #5

Motioned by: VanPatten
Seconded by: Robinson

RESOLVED, that the Regular Meeting of the Waddington Town Board will be held the second Monday of month at 7:00PM except in November when it will the 1st Monday of the month but not later than the Thursday following the General Election. Meetings will be held in the Municipal Building unless a larger crowd is anticipated and then it will be held in the Community Room @ Library. Advance notice will be given to the public of the change. Ayes: All

Newspaper Designation

Resolution #6

Motioned by: McKnight

Seconded by: Prentice

RESOLVED, that the Courier Observer a newspaper published in Massena, N.Y. is hereby designated the official newspaper of the Town of Waddington. Ayes: All

Signature Authorization

Resolution #7

Motioned by: McKnight

Seconded by: VanPatten

RESOLVED, that Sandra Wright, Supervisor of the Town of Waddington is authorized to sign all checks on all funds of said town on deposit in Community Bank without a counter signature. Ayes: All

Investment Policy

Resolution #8

Motioned by: VanPatten

Seconded by: McKnight

RESOLVED, that the Waddington Town Board agrees to continue with its current investment policy for the year 2016. (Copy is attached for details) Ayes: All

Purchase Authorization

Resolution #9

Motioned by: Prentice

Seconded by: VanPatten

RESOLVED, that the Town of Waddington Highway Superintendent be authorized to purchase equipment not to exceed \$1,500 without prior board approval. Ayes: All

Signature of Checks

Resolution #10

Motioned by: VanPatten

Seconded by: McKnight

RESOLVED, that the Deputy Town Supervisor, Travis McKnight, has approval to sign any necessary checks during the case of the Supervisor's absence. In the case of both the Supervisor & Deputy Supervisor the Town Clerk, Carol A. Burns, is appointed to sign checks. Ayes: All

Association of Towns:

Resolution # 11

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Waddington Town Board hereby authorizes all interested elected and appointed officials to attend the Association of Town Annual Meeting in New York City in February 2016;

BE IT FURTHER RESOLVED, that actual expenses of rooms and registration along with a \$75.00 per diem allowance for meals and a maximum of \$100.00 for travel allowance is provided;

AND FURTHER RESOLVED, that all attendees must present a written report of the meetings attended at the March 2016 regular Town Board Meeting. All reports will become part of the minutes. Failure to present such a report will be sufficient reason to deny payment of all meeting expenses. Ayes: All

Procurement Policy

Resolution #12

Motioned by: Robinson

Seconded by: VanPatten

RESOLVED, that the Waddington Town Board agrees to continue with its current procurement policy, with modifications, for the year 2016. (Copy is attached for details)

Returned Check Fees

Resolution # 13

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Town will impose a \$35 fee for every check tendered for payment that has been returned for insufficient funds. Ayes: All

Supervisor's Appointments:

Rescue Squad - Shaun

Recreation/Tourism-Patty

Cemeteries/Safety-Travis

Library-Shirley

Committee Reports:

Recreation: The recreation committee will meet tomorrow.

Tourism: Working on the upcoming Winter Festival. This past weekend the building of a snow sculpture at Titus Ski Resort in Malone was worked on. This 20' long sculpture has been designed to inform visitors of our event. It includes the wording, Lake St. Lawrence Winter Chill 2016 along with the Titus Bear on a snowmobile. We will be looking for organizations to help out with making meals for the teams of the sculpture contest.

Rescue Squad: The Rescue Squad meeting is this evening.

Library: The Library is looking at potentially receiving 4 laptops. They are unsure if the operating system is up to date. There was a survey created for library users. A website will be created for this purpose. The walls have been painted by Vicky MacDonald through the Alcoa fund. There was a reptile show on the 30th. 41 people attended. The issue of shoveling was brought up again. They were wondering who is liable for paid help. They have sent a letter to Addie Russell requesting funding. The gift basket raffle brought in \$580. They are looking for bids for replacement of the elevator. This will be done through a grant process. They are applying for another Alcoa grant. They are initiating the time line for the school ballot. They will be looking for \$20,000. There is a possibility of high speed internet through NCLS. They will have an erate for that.

Highway: Supt Dalton reported that they have had a light season for snow plowing and sanding. They have gone out 8 times with a total of 1735 miles to date. The good weather gave them the opportunity to use the jointly purchased excavator. While they were working the bugs out of the machine they got some much needed ditch work accomplished. Stephen has gotten most of the trim work done at the cottage. With the weather being as nice as it got most of the dirt work has been done on the outside. Temporary delinears have been installed on many of the roads to aid in navigation for the plows as well as permanent markers on culverts. The trucks have been serviced and regular maintenance is ongoing. We have the new heater and gas line installed for the further two bays. They are now waiting for the technician to come in, do the gas tie-in, and start up. With the demolition of Mimi's restaurant, I was able to acquire some structural steel that I will be using for the mezzanine that I want to build in the

further two bays of the shop. In the same acquisition I received an old reefer container that we converted to storage for our hanging Christmas decorations. The highway crew was able to use all of their time up before the end of the year. They have started removing Christmas decorations.

Financial Reports: The Supervisor's annual report was submitted and approved.

Solar Update: Supv Wright reported that she had paid the solar bon early and saved \$356.44. The panels are producing power. There is an estimated annual savings of \$10,500. The board discussed using the savings to make additional payments or to set up a fund for repairs.

Health Insurance: Supv Wright reported that Excellus BCBS has changed the current health insurance plan without any warning. The current plan will cause the employee to be responsible for 15% of bills after deductible have been met vs 0% currently. The Town will switch to the Excellus BCBS Gold 6 plan. This will increase the single rate by \$4.86 and the 2 person \$23.37. This is within the amount budgeted for health insurance. The over 65 group increased by 16% as opposed to the amount budgeted. There are other plans out there that will reduce the rates paid to 3% increase instead. These have a \$20 copay vs \$15 without many other changes. Discussion ensued.

Resolution #14

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Waddington Town Board does hereby authorize the change in plans to the Excellus BCBS Gold 6 plan for active employees and the Medicare PPO Plan 3 for the retirees.

Ayes: All

Old Town Hall: Supv Wright noted that the Board should consider looking at other areas of the old town hall that could use repointing. She noted that we should have Ken Hargrave look at it and give us some pricing again.

Retirement Resolution:

Resolution #15

Motioned by: VanPatten

Seconded by: McKnight

RESOLVED, that the Waddington Town Board does hereby establish the following standard work days for the following elected and appointed officials:

Town Clerk: 6 hours

Highway Superintendent: 8 hours

Deputy Town Clerk: 6 Hours

Court Clerk: 6 hours

Ayes: All

Winter Chill: A request was received from Joe Gray for a donation from the Town & Village of Waddington, Town of Louisville, and Village of Waddington. The Village is donating \$5,000 from the unused funds received from Patty Ritchie. C. McKnight noted that it was not in our budget. If we couldn't give to the library we shouldn't be giving to this. C. Prentice stated that we have to look at what is essential and non-essential. The budget is tight.

Resolution #16

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Waddington Town Board will not donate to the Winter Chill in 2016. Ayes: All

Seaway Valley Prevention Council: Supv Wright reported that she had received a letter from the Seaway Valley Prevention Council in which they have offered help to the towns to create smoking policies. The Board discussed and there is already a no smoking policy at the beach. They don't require any help at this time.

Beach TV: The Board discussed the direct tv issue at the beach. They stated that if the caretaker wants to continue with Direct TV it will be his responsibility. Basic Service is all that will be provided.

Resolution #17

Motioned by: McKnight

Seconded by: Prentice

RESOLVED, that the Waddington Town Board does hereby agree that Direct TV will not be offered at the beach cottage. Basic TV will be there. Ayes: All

Executive Session: A motion was made by McKnight, seconded by Robinson to enter into executive session @ 8:25 PM to discuss pending litigation and highway negotiations. A motion was made by McKnight, seconded by Prentice to return to regular session @9:25PM. No action was taken during executive session.

Bills: A motion was made by Robinson, seconded by McKnight to pay bills # 10001- 10045 in the amount of \$29,875.39. Ayes: All

Adjournment: A motion was made by Robinson, seconded by Prentice to adjourn the meeting @ 9:50PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk