

Regular, Annual, & Organizational

The regular, annual, and organizational meeting of the Waddington Town Board was held on Monday, January 9, 2017 @ 7PM in the Municipal Building.

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

Also Present: Robert Dalton, Highway Superintendent, Mark Scott, Larry Hicks, Edith Ashley, and Mike Morgan, DEC.

Clerk Carol A. Burns, was absent from the meeting. Minutes are being transcribed from recording.

Call to order: Supv Wright called the meeting to order @ 7PM.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Minutes: A motion was made by Prentice, seconded by McKnight to approve the minutes from the regular and special meeting. Ayes: All

Citizen’s Comments: Mark Scott and Larry Hicks expressed concern about the amount of people still using the property above the gate at the old river road even though the town has abandoned the road. Discussion was held and it was noted that until the property is sold and changes its use people will still continue to use the Town property as they have in the past.

Supv Wright reported that at the St Lawrence County Economic Meeting in December it was stated that four members have been appointed for the committee on the 20 Megs. They are trying to start rolling without 5th member on board. There will be another meeting next week.

2017 Annual Appointments

Resolution #1

Motioned by: McKnight

Seconded by: Robinson

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

2017 Salary Schedule

Resolution #2

Motioned by: Prentice

Seconded by: VanPatten

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)
Town Attorney	175.00 Per Hour

Assessor	14,814 Per year- pay bi-weekly
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 bi-weekly
Historian	825 Per year- pay annually
Code Enforcement Officer	4,330 Per year- pay bi-weekly
Zoning Secretary	1,200 Per year- pay bi-weekly
Librarian	19,604.48 Per year – pay bi-weekly
Librarian Substitute(Renee)	9.25 Per hour- (\$3880 Budget)
(Janet)	9.35 per hour
Librarian Custodian	9.00 Per Hour
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

Mileage Allowance

Resolution #3

Motioned by: McKnight

Seconded by: Robinson

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: VanPatten

Seconded by: Robinson

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: McKnight

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 be 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: VanPatten

Seconded by: Robinson

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: Robinson

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: Robinson

RESOLVED, that the Waddington Town Board agrees to continue with its current investment policy for the year 2017. (Copy is attached for details) Ayes: All

Purchase Authorization

Resolution #9

Motioned by: McKnight

Seconded by: Robinson

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: Robinson

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: Robinson

Seconded by: VanPatten

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 2017;

BE IT FURTHER RESOLVED, that actual expenses of rooms and registration along with a \$35.00 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 2017 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: Prentice

Seconded by: VanPatten

RESOLVED, that the Waddington Town Board agrees to continue with its current procurement policy for the year 2017. (Copy is attached for details)

Returned Check Fees

Resolution # 13

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Town will impose a \$20 fee for every check tendered for payment that has been returned for insufficient funds. Ayes: All

Supervisor's Appointments:

Library: Shirley
Rescue Squad: Shaun
Agriculture/Cemeteries: Travis
Recreation/Tourism: Patty

Justice Court Audit

Resolution #14

Motioned by: McKnight
Seconded by: Prentice
RESOLVED, that the Waddington Town Board does hereby appoint Councilor Robinson & VanPatten to audit the Town Court books for the year 2016. Ayes: All

TOWN CLERK'S REPORT TO THE TOWN BOARD

JANUARY 1, 2016 TO DECEMBER 31, 2016

Conservation Licenses	6639.00
Dog Licenses	4577.50
SPCA Redemption	.00
Marriage Licenses	440.00
Certified Copies	970.00
Misc. Sales	376.00
Building Permits	3009.60
Cemetery Funds	5742.00
Ag Permits (PA lease)	1901.50
Beach Pavilion Rental	<u>2750.00</u>
Total Collected	26645.60

Paid to Town Supervisor	19380.47
Paid to DEC	6289.63
Paid to Ags & Markets (dogs)	728.00
Paid to Dept. of Health (marriage)	<u>247.50</u>
Total Paid out	26645.60

Taxes Collected & paid to Town Supervisor	299773.00
Interest collected & paid to Town Supervisor	2639.97
Taxes collected & paid to County Treasurer	<u>1210301.84</u>
Total Taxes collected	1512714.81

Code Enforcement Annual Report:

There were 43 building permits issued in 2016 for an estimated assessed value of \$1,376,516.00 up \$98,561.00 from 2015. There were 6 permits issued for new dwellings, 5 of which were manufactured homes. Their estimated assessed value is \$952,690.00 up \$62,530.00 from 2015.

The remaining 37 permits were issued for alterations, additions, yard barns, garages, decks and swimming pools with an estimated assessed value of 423,826.00 up \$36,031.00 from 2015

There was an increase of 7 building permits from 2015.

The building permit fees collected in 2015 were \$2924.30, a decrease of \$614.52 from 2015

The annual Census Bureau report does not include Manufactured Houses. For the year 2016 only 1 house can be reported.

Resolution #15

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Waddington Town Board does hereby accept and approve the Town Clerk and Code Enforcement Annual reports for 2016. Ayes: All

Mike Morgan DEC: Supv Wright spoke with Sean Doyle about the situation with the docking up near the surplus property. She was told that regardless of what the Power Authority's policy the DEC has the jurisdiction about it. DEC does have some regulatory authority for docking. Power Authority keeps 100' buffer along surplus lands. He confirmed that there couldn't be any individual docks. There would have to be two seasonal community docks that would hold ten boats each due to the significant coastal habitat area.

C. McKnight asked about what can and can't be done around a buffer strip of a wetland. There is no list of exactly what and what you can't do. Chris Bock from Watertown is who you should talk to about anything that you might want to do in a wetland area. He could help you with permitting process in wetland areas.

Committee Reports:

Recreation: Both ice rinks are up and being maintained. The inside rink has been increased in size. Hours are 4-10 daily. Kitchen is open and serving items for skaters.

Tourism :

Team Waddington will be leaving Jan. 31st to represent New York State in the Snow Sculpting Competition being held Feb. 1st-4th at Lake Geneva Wisconsin. Team Waddington is made up of Zachary Dupray, Katelyn Bernard and Patty VanPatten.

Winter Chill is being held Feb. 18th and 19th here in Waddington. They are working on events to be held. Any organization looking to participate should come to the meeting Wednesday the 8th at 6:30 being held at the Louisville Fire Dept.

Library: C Robinson reported that the boiler needed replacing and Bob was concerned about the weather and the temperature dropping. It had to be replaced as soon as possible. Bryan Mott replaced it. The water on the kitchen floor raised the tiles. Edith will check with the insurance to see if it is covered.

Marilyn received a cashier's check from the Haggett account to pay the balance of the lift installation. Vicki will give an estimate to paint the community room. She suggested bean bags instead of wall coverings to help with the acoustics. Edith ordered two but decided to return them.

There was a blood drive on December 28th. The Christmas vendors did not clean up after their sale and I explained our policy for use of the Old Town Hall. Santa visited on the 16th for a story and craft. The next meeting will be February 7th.

Highway: Supt Dalton reported that so far this plowing season they have traveled 6050 miles because of the unusual temperature swings. Because of the icing they have used considerably more sand than normal by this time of the year. They have also used 2/3 more salt than last season. The department has hauled the snow piles off of Main St for the Christmas in Waddington events. The spare truck (1977) is back online after breaking down the first time that they used it because one of the other trucks (1999) were off line. Ongoing regular maintenance. In their spare time they built a rack to store and carry the chairs for homecoming. Dam gates have been installed and on-site signage will be installed on gates. They had one grave opening.

Rescue Squad: C Prentice reported that their meeting tonight. They are very appreciative for the Highway Dept there was a call the other morning when it was all ice. The Department had the area all sanded, cleared, and safe for the members to do their work. Another call was sent in and they mentioned where they were going. Tommy sent a truck to the area where they were going to sand and keep it safe. Working together is the key.

Old Business:

Supv. Wright asked if there was any more information about the Fire Department request. C McKnight stated that there is a transfer switch out here and what is being proposed is stating

that it will automatically turn on the system. It will not work for both areas. He has tried to talk to them about it. No action will be taken.

McGinnis Rd property: Tony has given everyone a copy of the letter that will be mailed out to all parties involved stating how many days they have to comply etc.

Old Town Hall: Kevin Smith is working on the heating system analysis. Called Tim O'Grady this afternoon to see when he will be starting the ceiling repair. He had told Tony he would start after the New Year. Supplies are here and paid for.

At the annual meeting it was stated that NYPA has 1.5 million dollars for energy efficient expenditures. Supv Wright contacted Vicky MacDonald concerning the new lighting in the old town hall. She gave Supv Wright a copy of the lighting. Supt Dalton will submit something for a compressor and Craig Debien will come here and the library to give an estimate on converting the lights in the buildings to LED's. Once she receives it she will turn it in.

County Snow Removal Contract:

Resolution # 16

Motioned by: Prentice

Seconded by: McKnight

RESOLVED, that the Waddington Town Board does hereby agree to renew the County Snow Removal Contract for a term of three years commencing October 1, 2017 through April 15, 2020. Ayes: All

Street light update: The bill came in was paid at the year-end wrap up. Work order scheduled for January 16th.

Temporary Discount Program: Telephone call from NYPA temporary discount program will end the end of April.

Brandy Brook Proposal: Small map printout. C VanPatten had a suggestion for the driveway. Supv Wright asked her to pencil in her suggestion. She is concerned about safety of in and out driveway. Dewey Hummel suggested a fire pit with seating. There are a lot of people who would use this. They marked where they would like to see it. They are working on the proposed site for the trail.

Old River Rd: Nothing done with Auction Proposals at this time. Clerk has a number of prospects to contact. Have to decide whether we are doing easements. How are we going to do them? The Board should think of items that we need to look at and make a laundry list that we could send to Charlie if need be. C. McKnight will contact DEC concerning regulations for wetlands. Need to make clear the docking situation.

There is a Community Revitalization meeting this Thursday @ 3:30 in Louisville. Supt Wright would like to invite Patty to go with her because she is into the recreation aspect of things.

Surplus Funds: Surplus funds in the General Fund from the sale of property on McGinnis Rd & Across from McGinnis Rd. The net amount after expenses is \$21,428.07. Supv Wright is proposing to move this money to the Leishman Point fund which has been set aside. By doing this it would keep it separate from the general fund and not just spent on bills.

C McKnight asked if there was a way that it could be placed in a separate account for all surplus lands. C Prentice noted that maybe there could be a sub account under the surplus lands in the software program. Further discussion ensued and it was tabled until the next meeting. Supv Wright will see how it can be handled.

Justice Grant: Supv Wright stated that she had been informed by the Court Clerk that she had received a grant in the amount of \$500 for courtroom enhancements. She will get some filing cabinets and an emblem for the front of the bench to make it look more official.

Supv Wright reported that Russ Strait has gotten the 8MM film up and running that the Heverly family gave to the Town. The historian was present to view. Supv Wright noted that it might be nice for the Historian to show this summer. It would be nice to have them digitized.

National School Choice Week: They have requested an official proclamation commemorating January 22-28, 2017 as the Town of Waddington School Choice Week.

Resolution #17

Motioned by: VanPatten

Seconded by: Robinson

WHEREAS all children in Town of Waddington should have access to the highest-quality education possible; and

WHEREAS, Town of Waddington recognizes the important role that an effective education plays in preparing all students in Town of Waddington to be successful adults; and

WHEREAS, quality education is critically important to the economic vitality of Town of Waddington; and

WHEREAS, Town of Waddington is home to a multitude of excellent education options from which parents can choose for their children; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhance the vibrancy of our community; and

WHEREAS, our area has many high-quality teaching professionals who are committed to educating our children; and

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE BE IT RESOLVED, I Sandra Wright do hereby recognize January 22-28, 2017 as Town of Waddington SCHOOL CHOICE WEEK, and I call this observance to the attention of all of our citizens. Ayes: All

Executive Session: A motion was made by VanPatten, seconded by McKnight to enter into executive session to discuss pending litigation and highway contract negotiations. A motion was made by VanPatten, seconded by Robinson to return to regular session @ 9:30PM. Ayes: All No action was taken during executive session.

Bills: A motion was made by Robinson, seconded by Prentice to pay bills #10817-10851 in the amount of \$23,696.38. Ayes: All

Adjournment: A motion was made by McKnight, seconded by prentice to adjourn the meeting @9:45PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk