

Regular, Annual, & Organizational Meeting

The Regular, Annual & organizational meeting of the Waddington Town Board was held on Monday, January 14, 2013 @ 7PM in the Municipal Building.

Present were: Supervisor Mark Scott and Councilors: David Putney, Shirley Robinson, Robert Dalton, and Travis McKnight.

Also Present: Carol A. Burns, Town Clerk, Terry Mayette, Highway Superintendent, Sandy Wright, James Blackmore, Patty VanPatten, John Turner, Amanda Purcell, Ogdensburg Journal, Shaun Prentice, and Ben Johns, Town Attorney.

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

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Minutes: Supv. Scott noted that he would like the letter that he wrote to the Town Board to be included in the official minutes. C. Putney noted that Sandy Wright was not listed as being in attendance. A motion was made by McKnight, seconded by Robinson to approve the minutes with the above changes being made. Ayes: All

Citizen’s Comments: There were no comments at this time.

2013 Annual Appointments

Resolution #1

Motioned by: Robinson
Seconded by: Putney

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
Constable/Dog Control Officer	James E. Pipher
Bookkeeper	Darlene Ellis

2013 Salary Schedule

Resolution #2

Motioned by: McKnight
Seconded by: Dalton

Supervisor	\$10,500 Per year- pay bi-weekly
Bookkeeper	16,293 Per year – pay bi-weekly
Town Justice	10,238 Per year – pay quarterly
Court Clerk	10,500 per year- pay bi-weekly
Councilman	3,090 Per year- pay quarterly
Town Clerk	26,480 Per year- pay bi-weekly
Deputy Clerk	5,836 Per year– pay bi-weekly (10 hrs per wk)
Town Attorney	3,000 Per year- pay quarterly
Assessor	14,200 Per year- pay monthly
Supt of Highways	46,003 Per year- pay bi-weekly
Grievance Bd of Review	100.00 Per day + mileage + school
Municipal Building Janitor	8.40 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/	4,162 Per year- pay monthly
Librarian	16,310 Per year – pay bi-weekly
Librarian Assistant	8,190 Per year – pay bi-weekly
Librarian Substitute(Renee)	7.50 Per hour- (\$3880 Budget)
(Janet)	7.65 per hour
Librarian Custodian	3,850. Per year - pay monthly
Rink Attendant	3,800 Per year – pay bi-weekly
HEO Per Contract	21.32 Per hour – pay bi-weekly
MEO Per Contract	20.64 Per hour – pay bi-weekly

Mileage Allowance

Resolution #3

Motioned by: McKnight

Seconded by: Dalton

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.

Designation of Bank

Resolution #4

Motioned by: Putney

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.

Meeting Schedule

Resolution #5

Motioned by: Robinson

Seconded by: Putney

RESOLVED, that the Regular Meeting of the Waddington Town Board will be held the second Monday of month at 7 PM, except in November when it will be the 1st Monday of the month. 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.

Newspaper Designation

Resolution #6

Motioned by: McKnight

Seconded by: Dalton

RESOLVED, that the Ogdensburg Journal a newspaper published in Ogdensburg, N.Y. is hereby designated the official newspaper of the Town of Waddington.

Signature Authorization

Resolution #7

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that Mark Scott, Supervisor of the Town of Waddington is authorized to sign all checks on all funds of said town on deposit at all designated banks without a counter signature. And, be it further resolved that a facsimile of the Supervisor's signature may be used by the Supervisor to endorse checks and deposits.

Investment Policy

Resolution #8

Motioned by: Putney

Seconded by: Dalton

RESOLVED, that the Waddington Town Board agrees to continue with its current investment policy for the year 2013. (Copy is attached for details)

Purchase Authorization

Resolution #9

Motioned by: McKnight

Seconded by: Putney

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

Signature of Checks

Resolution #10

Motioned by: Robinson

Seconded by: McKnight

RESOLVED, that the Deputy Town Supervisor has approval to sign any necessary checks during the Supervisor's absence.

Association of Towns:

Resolution #11

Motioned by: Putney
Seconded by: McKnight

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 2013;

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 2013 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.

Procurement Policy

Resolution #12

Motioned by: Robinson
Seconded by: Dalton

RESOLVED, that the Waddington Town Board agrees to continue with its current procurement policy, with modifications, for the year 2013. (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:

Deputy Supervisor:	David Putney
Delegate to Highway Department:	David Putney
Delegate to Recreation Department:	Travis McKnight
Delegate to Rescue Squad:	Robert Dalton
Delegate to Library:	Shirley Robinson

Committees:

Audit:	Robinson, Putney
Cemeteries:	McKnight
Local Government Task Force:	Scott, Robinson (alternate)
Town Property Utilization and Development:	Putney
Campground/plan for NYPA Surplus lands	
Recreation and Tourism:	Dalton
Bass Elite Tourney/Old Town Hall	
Agriculture/River Rd Properties:	McKnight
Business Development:	Robinson

Code Enforcement Annual Report:

There were 56 building permits issued in 2012 for an estimated assessed value of \$776,000.00, down \$52,250.00 from 2011. There were 7 permits issued for new dwellings, 4 of which were manufactured houses. Their estimated assessed value is \$238,000.00, down \$287,000.00 from 2011. The remaining 49 permits were issued for alterations, demolition, additions, barns, garages, septic systems, and utility buildings with an estimated assessed value of \$538,000.00, up \$235,250.00 from 2011

There was an increase of 26 building permits from 2012

The annual Census Bureau report does not include manufactured houses. For the year 2012 only 3 houses can be reported.

Other Financial Reports: The Supv. report was received and initialed. The annual Clerk's report will be submitted at the February meeting and the Court report will be presented once the audit committee meets with the clerk/Justice.

Committee Reports:

Recreation: C. McKnight reported that there was no meeting in December. Both rinks are open and there was an average of 70 kids skating during the Christmas break. The concession stand is also running. There will be a meeting next month.

Highway: C. Putney reported that the Highway Department had been chipping brush until the snow came. They have been busy plowing and moving snow off Main Street. They have been working on truck maintenance. Bill Dashnaw will present his road maintenance plan to the Board @ 8PM this evening. Supt. Mayette has located a used truck. It is a 2000 Mack. It is in Calendonía. Starting price is \$39,995 but have

already talked to \$35,000. If the truck is in good shape it could replace the 1993 International. Supt Mayette and C. Putney will try to go look at the truck.

Rescue Squad: C. Dalton reported that the Rescue Squad met on January 7th. Fund balances in their savings and checking accounts are still quite healthy. While Supv. Scott and I were in discussions about their contract it was brought to our attention that it cost them 13% to do their billing. They've been investigating different organizations for that service. They didn't realize at the time we were talking to them, that when they pay their bill they get a 3% discount which brings it down to 10%, with that 3% discount it is only 1% difference between them and the next closest company, however there is quite a difference in service so at this point they are going to stay with the company that they have at this time.

Personal safety equipment is being ordered at this time for members to begin wearing on accident scenes. Doing routine maintenance on their rigs. Dr. Healey from Canton is their new medical director; his job is to advise if necessary and he is needed to order certain drugs to have on hand. It came to their attention that they need a snow shovel on board because sometimes people's steps and walks aren't cleaned off. They are entering into an EMT crunch because their older members are retiring and it takes a lot of intensive training to become an EMT. They are brainstorming to figure out a new recruiting plan.

Library: C. Robinson reported that the Library Board met on January 8th. Vicki gave the financial report **and stated the CD is an automatic renewal for six months. Madrid is interested in starting a Friends Group** and they would like information from our group. The Board purchased 4 new chairs for the computer area from Office Max. There will be games in the Community Room on January 24th @ 2PM. Edith will have computer classes in the Spring. Marilyn Burwell was suggested for the new board member. The Board went into executive session. The next meeting will be February 5th.

WRA: Supv. Scott noted that the Recorder will be out within 4-6 weeks. Please submit any information that you would like included.

Chamber of Commerce: No one was present from the Chamber.

New Business:

Power Authority Maintenance: The Power Authority has submitted a proposed maintenance plan that would allow the Power Authority to pay the Town for maintenance done to their property with a lump sum amount. Currently the Town Clerk keeps track of all hours, work done, and items purchased and must submit them for payment. Attorney Johns stated that there was not much difference between the proposed contract and the current contract with NYPA. He did have a couple of concerns one of them being that the Power Authority can make changes to the property without any consultation with the Town. He also questioned the amount of insurance requested. Further discussion ensued. Supv. Scott will meet with NYPA to discuss these concerns and bring it back to the next meeting.

Dog Pound/Shelter Services: Supv. Scott reported that Bridge Port Veterinary Clinic will no longer be providing dog pound/shelter services for the Town of Waddington. There has been a new contract made with Maple Ridge Kennel- Canton. The rates will remain the same @ \$15.00 per day for boarding and \$50 for euthanasia and burial if required.

Resolution #14

Motioned by: Scott

Seconded by: McKnight

RESOLVED, that the Waddington Town Board does hereby agree to enter into a contract with Maple Ridge Kennel- Canton to provide dog pound/shelter services when needed due to a stray dog being seized by the Dog Control Officer. Ayes: All

Library Appointment:

Resolution #15

Motioned by: Robinson

Seconded by: Putney

RESOLVED, that the Waddington Town Board does hereby appoint Marilyn Burrill as a Library Board Trustee for a term of 5 years beginning 1/1/13 and ending 12/31/18. Ayes: All

Board of Assessment Review:

Resolution #16

Motioned by: McKnight

Seconded by: Dalton

RESOLVED, that the Waddington Town Board does hereby re-appoint Richard Hobkirk to the Assessment Board of Review for a term of five years. Ayes: All

Emergency Services:

Resolution #17

Motioned by: McKnight

Seconded by: Putney

Equitable Distribution of Cell 911 Surcharge Monies

WHEREAS, New York State imposes a \$1.20 per month surcharge on all cell phone bills that was initiated following the attacks of 9/11 and was aimed at addressing the serious communications failures and shortcomings that horrific event exposed in the communications systems used by first responders, and

WHEREAS, the people of New York State were told that this surcharge would be dedicated to rebuilding emergency communications systems throughout the state, and

WHEREAS, New York State has not been fair in sharing these funds. Last year over \$192 million was collected statewide from this surcharge, of which only \$9.3 million was shared with local governments. This year it is expected that the surcharge will generate over \$210 million, and

WHEREAS, Currently a bill has been introduced to the NY State Senate, **S.1720A (Grisanti)** that would dramatically increase the sharing from this fund to first responder and emergency services to an annual amount of 58.3%. If these bills were to become law, this would represent a significant source of funds for local agencies to begin rebuilding and upgrading communication systems, and

WHEREAS, sharing from this fund needs to be significantly increased and it would be used to fully build the infrastructure for the complete emergency interoperable communications network, it would be prudent and beneficial to contact our State Assembly member and State Senator and urge them to support these bills then,

NOW, THEREFORE, BE IT RESOLVED that it is hereby resolved that the Chair will contact and forward this resolution to our Senate and Assembly representatives to urge them to support bills S.1720A now pending in the NYS Senate that will provide the County with a more equitable distribution of state 911 surcharge funding. Ayes: All

Hold Harmless Agreement:

Resolution #18

Motioned by: Putney

Seconded by: Dalton

Holding Harmless the County of St. Lawrence for Providing Service to the Town of Waddington

WHEREAS, the Town of Waddington is desirous of St. Lawrence County Department of Highways providing shared services such as paving, shoulder widening, signage, road stripping, blasting and other routine maintenance activities to the Town, and

WHEREAS, both the Town of Waddington and the County of St. Lawrence are desirous of promoting partnering efforts for the safety of the traveling public in St. Lawrence County, and

WHEREAS, in this joint cooperative endeavor, the Town of Waddington and County of St. Lawrence desires to be reimbursed for their expenditures, and

WHEREAS, the Town is aware that the County may incur liability in the providing of the services and wishes to indemnify the County in this regard,

NOW, THEREFORE BE IT RESOLVED that the Town of Waddington hereby agrees to defend, indemnify and hold harmless the County of St. Lawrence from and against liability, loss, damage, claim or action resulting from the work performed by St. Lawrence County Department of Highways. The Town of Waddington does not indemnify and hold harmless the County for any liability, loss, damage, claim or action which arises during actual performance of services by the St. Lawrence County Department of Highways. Said St. Lawrence County Department of Highways and the County of St. Lawrence assumes the liability for losses, damages and claims, for the actual physical performance of the work, and

BE IT FURTHER RESOLVED, that the following request for General Liability (GL) coverage is as follows:

General Liability Insurance on an "Occurrence" basis, with the following limits:

\$1,000,000 Each Occurrence, \$2,000,000 General Aggregate, \$1,000,000 Products Aggregate, \$1,000,000 Personal Injury, \$50,000 Fire Damage Legal Liability, and \$5,000 Medical Payment Expense

BE IT FURTHER RESOLVED, that St. Lawrence County shall be an additional insured on the GL Policy, via ISO endorsement CG 2026. Ayes: All

Electronic Waste Drop-off: The electronic waste drop off continues to be a good service to the community. The Town has received a check in the amount of \$26.88.

Rescue Squad Building Renovation: C. Dalton presented the Board with an estimate from Tiernan's Construction to remove the entrance door and façade/overhang located on the east side of the building. Fill opening as needed to match existing and match existing siding as close as possible. This quote was for the amount of \$1,730.00. Discussion was held and a motion was made by Dalton, seconded by McKnight to contact Tiernan's Construction and have the work done to the building. Ayes: All

Old Town Hall Roof: Supv. Scott reported that RSI submitted the following report on the leak in the old town hall roof: The leak is coming from some bad detail work. The detail at the end of the valley is done incorrectly, the ridge and flashing around the two gravity vents are also done incorrectly. At any one of these details you can see where wind driven rain can enter the roof system which is causing water to get in. The fix

for this problem should be: 1) remove both gravity air vents and dispose off site. Fill roof deck in and place full piece of sheet metal over opening to seal off weather tight. 2) remove existing ridge and cut back decking as required to provide ventilation for venting ridge detail. 3) furnish, fabricate and install ventilating ridge along entire existing ridge. 4) furnish and install sheet metal piece at end of one valley (in area of leak) to repair void under valley. Total repair price \$4,875.00. RSI also submitted pictures of area in question. Discussion was held by the Board. It was decided that there needed to be further investigation done before a decision would be made.

Supv. Scott reported that the Town did not receive the grant that was submitted for the handicap accessibility for the old town hall. C. Dalton noted that he had someone coming on Friday from Victory Lifts to give some further suggestions for handicap accessibility for the old town hall.

Highway Maintenance Plan: Bill Dashnaw presented the Town Board with his Highway Maintenance Plan for the town roads. He reported that the 1st few pages were historical data, 2nd section listed the different types of applications available for road repairs, 3rd section NYS DOT official list of roads (Village included), and the 4th section lists the road deficiencies and action to be taken to bring them up to standards. He also noted that he would like to take a spring road trip with the Highway Supt and any board members that would like to participate in order to see the deficiencies first hand and decide how to proceed. Discussion ensued between Board members and Dashnaw.

Citizen's Comments:

Sandy Wright asked if there had been any further negotiations with Mr. Ma. She also asked if there were a deadline for the offer that was presented by the Town. Supv Scott stated that according to the newspaper Mr. Ma was stuck in China and he had not heard anything from him. He also noted that there was no official offer made therefore nothing to withdraw.

Patty VanPatten asked about the line item for the Town Historian. Had there been any applications filed? Supv. Scott stated that he received one from Zach Dupray. There has been no other interest. Patty noted that Dale Harper would be willing to help Zach along with the process.

Shaun Prentice asked what the Town's involvement with the Bass Master Elite tournament was. Supv. Scott stated that he had been involved with a joint meeting but is not part of the committee. The Town has told the Village that they will support them in any way that they can.

Executive Session: A motion was made by Dalton, seconded by Putney to enter into executive session @ 8:50PM to discuss attorney contract issues. A motion was made by Robinson, seconded by Dalton to return to regular session @ 9:05 PM. No action was taken during executive session.

Bills: A motion was made by Scott, seconded by McKnight to pay bills # 1041 and 2 -81 in the amount of \$50,330.22. Ayes: All

Adjournment: A motion was made by Scott, seconded by Dalton to adjourn the meeting @ 9:20PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk