

Organizational Meeting

The organizational meeting of the Waddington Town Board was held on Saturday, January 3, 2015 @ 9AM 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, Roger Sharlow, Russell Strait, and Mayor Janet Cassada.

Call to order: Supv Wright called the meeting to order @ 9AM.

Pledge of Allegiance: The Pledge of Allegiance was recited.

2015 Annual Appointments

Resolution #1

Motioned by: Robinson
Seconded by: VanPatten

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

2015 Salary Schedule

Resolution #2

Motioned by: McKnight
Seconded by: Prentice

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 (10 hrs per wk)
Town Attorney	175.00 per hour
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	8.73 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	18,940.48 Per year – pay bi-weekly
Librarian Substitute(Renee)	8.75 Per hour- (\$3880 Budget)
(Janet)	8.90 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

Mileage Allowance

Resolution #3

Motioned by: McKnight

Seconded by: VanPatten

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: 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: McKnight

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 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: Robinson

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: VanPatten

Seconded by: Robinson

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: McKnight

Seconded by: Prentice

RESOLVED, that the Waddington Town Board agrees to continue with its current investment policy for the year 2015. (Copy is attached for details) Ayes: All

Purchase Authorization

Resolution #9

Motioned by: VanPatten

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: Prentice

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

Resolution #11

Facsimile stamp:

Motioned by: VanPatten

Seconded by: Robinson

RESOLVED, that the Waddington Town Board does hereby give permission for Supervisor Sandra Wright to use a facsimile stamp in her line of duties. (Copy of facsimile stamp policy attached) Ayes: All

Association of Towns:

Resolution # 12

Motioned by: Prentice

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 2015;

BE IT FURTHER RESOLVED, that actual expenses of rooms and registration along with a \$50.00 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 2015 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 #13

Motioned by: McKnight

Seconded by: VanPatten

RESOLVED, that the Waddington Town Board agrees to continue with its current procurement policy, with modifications, for the year 2015. (Copy is attached for details)

Returned Check Fees

Resolution # 14

Motioned by: Prentice

Seconded by: McKnight

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

Dog Control Expense

Resolution #17

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Waddington Town Board does hereby authorize the Dog Control Officer to submit a voucher in the amount of \$75.00 for monthly gas expenses. Ayes: All

Supervisor's Appointments:

Library/Econ. Development - Prentice
Rescue Squad/Tourism-VanPatten
Agriculture/Cemeteries/Econ. Development-McKnight
Recreation-Robinson
Delegate to Highway Dept: McKnight

Library Appointments:

Resolution #18

Motioned by: McKnight

Seconded by: Robinson

RESOLVED, that the Waddington Town Board does hereby reappoint Cheryl Carr-Dominy to the Library Board and also appoints Robert Lenny to the Library Board. These appointments will be for 5 year terms. Ayes: All

Executive Session: A motion was made by McKnight, seconded by Robinson to enter into executive session @ 9:20AM to discuss NYPA negotiations. A motion was made by Robinson, seconded by VanPatten to return to regular session @ 10:15 AM. ***Note: Councilor Prentice recused himself from executive session and any discussions concerning the NYPA. No action was taken during the executive session.

Supv Wright reported that the Board had discussed the NYPA the review proposal submitted to them from NYPA. Comments concerning the proposal were given by both Roger Sharlow and Mayor Cassada. The following resolution in favor of the proposal was passed.

Resolution # 15 of the year 2015

Motioned by: Robinson

Seconded by: VanPatten

WHEREAS, the Power Authority of the State of New York ("NYPA") is the owner and operator of the St. Lawrence-FDR Power Project NO: 2000 (the "Project"), which is located in St. Lawrence County, New York and includes facilities and associated lands and waters along the St. Lawrence River, including in the Town of Waddington; and

WHEREAS, the Town along with St. Lawrence County and the following municipal governments and school districts (collectively the "Task Force communities") comprise the Local Government Task Force for Issues with NYPA and the St. Lawrence River ("Task Force" or "LGTF"): the towns of Louisville and Massena, New York, the villages of Massena and Waddington, New York; and the Massena Central School District; and Madrid-Waddington Central School District; and

WHEREAS, in 2002, NYPA and the Task Force and its members (collectively, "The Parties") entered into a Relicensing Settlement Agreement (the "2002 RSA") that resolved issues related to the then pending relicensing of the St. Lawrence-FDR Project by the Federal Energy Regulatory Commission; and

WHEREAS, the 2002 RSA states the "Parties shall conduct a review of this Agreement every ten years commencing in the year 2013"; and

WHEREAS, in 2013 the Parties commenced the first 10-year review of the 2002 RSA and the Parties' representatives have conducted multiple meetings, telephone conferences, document and information exchanges and proposals in furtherance of completing the 10-year review; and

WHEREAS, the NYPA and the Task Force have completed the 10-year review; and

WHEREAS, as a result of the review, NYPA is prepared to implement a program of payments and benefits to the Task Force communities that include the following, as detailed more fully in the attached Exhibit A:

- Support for the Northern New York Power Proceeds Allocation Act;
- An economic development strategic marketing plan;
- A temporary reduction in electricity costs;
- A Build Smart NY Program for LGTF communities;
- Funding support for emergency responders;

- Improvement to the emergency access road for Wilson Hill Island and an upgrade of the road to Iroquois Dam;
- Contributions to the cost of maintaining LGTF roads and predominately to service and access NYPA facilities;
- A Recreational Assessment Study and implementation funding;
- Support for enhanced walleye propagation;
- High Water Flow Adjustment payments;
- A program to assist Towns in securing the transfer of lands no longer within the Project boundary;
- Continued and increase funding for Shoreline Stabilization; and
- An annual progress meeting between NYPA and the LGTF; and

WHEREAS, on December, 2014 the Northern New York Power Proceeds Allocation Act was signed into law; and

WHEREAS, the 2002 RSA shall be subject to subsequent 10-year reviews;

NOW, THEREFORE BE IT RESOLVED, that the Town Board authorizes the Supervisor to cast an affirmative vote in favor of any future Task Force resolution confirming or stating that the Task Force has, along with NYPA, completed the 10-year review provided for in the 2002 St. Lawrence-FDR Power Project, No. 2000 Relicensing Settlement Agreement 2002, and the Task Force will work with NYPA to implement the Authority's commitments as detailed in the attached Exhibit A; and

BE IT FURTHER RESOLVED, that the Town Board hereby agrees to accept the NYPA program of payments and benefits detailed in Exhibit A in satisfaction of the 10-year review provided for in the 2002 RSA and authorizes the Supervisor, as may be necessary or required to affix the Supervisor's signature on any subsequent documents or agreements that further memorialize or detail NYPA's commitments as set out in the attached Exhibit A.

Roll Call Vote:

Councilor VanPatten:	Aye
Councilor Robinson:	Aye
Councilor McKnight:	Aye
Councilor Prentice:	Abstained
Supervisor Wright:	Aye

Computer system: The Clerk reported that there is a bad hard drive in her computer and will need to be repaired or replaced. The estimate to replace the hard drive and reload all the software/travel time is \$599.00 to replace the entire computer with a new one is \$723.10. This comes with a one year warranty. Discussion ensued. Councilor Prentice asked if it would be feasible to have twin hard drives in the machine. That way if one goes down the other will remain running. If the hard drive is only \$100 it would be worth the while to have one installed when building the new machine.

Resolution #19

Motioned by: Prentice

Seconded by: VanPatten

RESOLVED that the Waddington Town Board does hereby approve the purchase of a new computer for the Town Clerk. Also approved to have a twin hard drive installed if it is feasible and under \$100. Ayes: All

Adjournment: A motion was made by McKnight, seconded Robinson to adjourn the meeting @ 10:45AM.

Respectfully submitted,

Carol A. Burns, Town Clerk

Regular Meeting

A regular meeting of the Waddington Town Board was held on Monday, January 12, 2015 @ 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, Mayor Janet Cassada, Cheryl Evans, Code Enforcement Officer Tony McManaman, John Tenbusch, Jason Photenhauer, Rob Campany, and Ed Colletti.

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

Pledge of Allegiance: The Pledge of Allegiance was recited.

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

Citizen's Comments:

Cheryl Evans reported that she was in charge of the Christmas Light contest. This years was done in memory of Nancy Putney. She distributed 14 prizes that had been donated for the contest.

Wastewater Grant:

Supervisor Wright reported that the Town had been awarded a \$30,000 wastewater grant. This grant is an 80/20 matching grant. The Town's share will be \$7,500. Rob Campany, St. Lawrence Engineering spoke to the board and stated that this grant would be to perform a study that would evaluate future utilities up river from the Village of Waddington to the Lisbon Town Line. The first order of business will be to sit down and decide what types of development the Town would be looking for on Leishman up through Whitehouse Bay. Then they can decide what types of wastewater disposal they will need, whether it is connecting to the Village system or stand-alone etc.

Jason Photenhauer from St. Lawrence County Planning Office spoke to the Board and stated that this is a great opportunity to help down the road for future development. He told the board that once the report is done they will be able to apply for other grants to help facilitate projects in the future.

Questions from the Board were answered by both Rob & Jason. Supv Wright thanked them both for coming to the meeting.

The Board then further discussed the grant. Supv Wright noted that the Town can come up with the \$7,500 needed out of the unexpended balance in the general fund. C. Prentice noted that he didn't feel that he was quite to this point where a study would do us any good until there is a firm plan in place. C. McKnight noted that he could see both sides to the issue. On one hand it is nice to know the results but on the other would it ever be implemented.

Resolution #16

Motioned by: Robinson

Seconded by: VanPatten

RESOLVED, that the Waddington Town Board does hereby accept a \$30,000 wastewater grant from the State Environmental Facility Corp. This grant will be used to study the feasibility of wastewater from River Road to the Lisbon Town Line. The Town further understands that this is an 80/20 matching grant and their cost will be \$7,500.

Roll Call Vote:

C. Prentice: Naye C. McKnight: Naye

C. VanPatten: Aye Supv Wright: Aye

C. Robinson: Aye

Sign Policy: Supv Wright reported that she had had someone call her with regards to putting a business sign at the four corners. She would like to set up a committee that will look at a policy

for these pop up signs etc. C. Robinson and C. VanPatten will chair the committee. Mayor Cassada reported that there is a DOT law that restricts this type of signage in the right of way. She has a contact name that she will get to Supv Wright. Supv Wright asked if the Village would appoint a representative to the committee. Mayor Cassada stated that she would.

Committee Reports

Rescue Squad: The Rescue Squad met on Jan. 5th. There are currently 18 members with 3 medical. Work is in process on the bylaws. They are still taking donations for an Auto Pulse and setting up a time with the company for a demonstration.

The old Rescue Boat is being re carpeted by BOCES and will then be put up for sale. The new boat is being winterized. The squad is also looking into purchasing a light source and some shelving for the back of the rig.

Tom Conkgerin will be the new Training Officer. The Fire Dept. will hold Fire and Ice Training on Feb. 7th and 8th. The squad will have their Ice Rescue Training on Feb. 21st. All pagers and radios are being looked at for updates.

Tourism: C. VanPatten is looking into getting the date set for another Canoe and Kayak Race. Also she would like to see if there is any non -motorized bike clubs that would like to have a race here. This would show off our town. On the other side of things working with Mark Hill to see if we can get them to have an Antique Bike Show. At one time Antique Snowmobile Club was looking to get together for a show too. 40th Homecoming is this year so we'll have a lot to do.

Recreation: C. Robinson reported that the Recreation meetings are on the fourth Wednesday of the month @ 7PM. Russell Strait, Melinda Congor and C. Robinson were the only attendants at the meeting. The Recreation Commission made three requests at the High School to find new lifeguards. No one has applied. They discussed the skating for this winter. Russ said they will have an outdoor rink. They will put plastic down on the black top and make ice on it. They will put benches out and have porta potties. They are concerned the skaters will not have a place to get warm and asked about the former hockey rink building. She told them that this had been discussed and the building is in no condition to be moved. The next meeting will be February 25th.

Library: C. Prentice reported that the meeting was held on January 6th. Duffy attended a class on websites for NY Historical Newspapers. This has been loaded on the PC's. Duffy and Kevin Kitzman met with the Key Club to brainstorm to find out what the kids like to set up the teen center in the basement. Furniture has been ordered from IKEA. They have scanned and sent tax exempt documents to Verizon. They have installed ancestry software on the computers. NCLS is looking at grants for life size video conferencing. They received a \$3,000 grant from ALCOA. The new carpet has been installed upstairs. They are updating their mission statement and policies. They also asked about the on demand water heaters that are supposed to be installed and are looking at lighting for the flag out front. Usage statistics for December are: 960 people, 242 used computers, 15 made copies and no library cards were issued.

Cemeteries: C. McKnight reported that the Haggett plaque was finished. He will pick it up. He has not received the estimate for headstone repair yet. He should have it by the end of the month.

Highway: Supt Dalton reported that the Christmas Decorations had been completed. Quite a lot of time has been spent plowing and sanding the roads. Miscellaneous breakdowns are ongoing. The apron chain wore out and was replaced in truck 6. Also a rear drive hub broke and was replaced. Truck 2 broke wheel studs on 1/11/15 and was out of service for the day. It has since been repaired and back in service. Annual inspection of fire extinguishers has been completed in all town owned vehicles and buildings. December 30 & 31st Bob and Steven worked with the Village installing new water service at the arena.

State Highway Work Permits: Supt Dalton sent information requesting a resolution from the Town Board to the State DOT holding them harmless if work is required within their right of way.

Resolution # 20

Motioned by: McKnight

Seconded by: Prentice

WHEREAS, the Town of Waddington from time to time receives permits from the Department of Transportation (DOT) to temporarily obstruct, install, construct, maintain, operate or replace any facilities within the bounds of a State highway right-of-way, and

WHEREAS, the Town is required by NYS DOT to indemnify or hold harmless agencies and/or officials of the State of New York for such temporary obstructions, installations, construction, or maintenance;

NOW, THEREFORE BE IT RESOLVED, that Sandra Wright, in here capacity as Supervisor of the Town of Waddington, is authorized to execute the Undertaking in Connection with Highway Permits Issued by NYS DOT agreement. Ayes: All

Storage containers: Supt Dalton had asked the board to consider the purchase of a storage container to store the Christmas decorations. He had given the board some prices. Discussion ensued about the price of shipping for the containers. A motion was made by McKnight seconded by Prentice to wait on the purchase until they can find something comes up in our area.

Financial Reports: The Supervisor's financial report was presented and approved.

Solar Project: Supv Wright reported that the Town had received the National Grid bill for the transformer upgrade. It was originally estimated at approximately @ \$14,000. It came in @ \$7,913. The total project is \$147,344.19. She told the Board that they will have to decide how they want to pay the balance of \$38,096.77. Should we continue with the bonding process or take the balance from our general money market account? Discussion ensued. The Board asked the Supervisor to check on rates for bonding.

Bills: A motion was made by McKnight, seconded by Robinson to pay bills #2 - 60 in the amount of \$35,537.15. Ayes: All

Adjournment: A motion was made by Robinson, seconded by Prentice to adjourn the meeting @ 9:40PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk