

## Special Meeting

A meeting of the Waddington Town Board was held on Monday, February 18, 2019 @ 7PM in the Municipal Building.

**Present were:** Deputy Supervisor Travis McKnight and Councilmembers: Scott Loomis and Shaun Prentice.

**Also Present:** Carol A. Burns, Town Clerk, David Putney, Highway Superintendent, Mark Brouillette, Richard Hough, Russ Strait, Mark Scott, and Jan Simmons.

**Call to order:** Deputy Supv McKnight called the meeting to order @ 7PM.

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

The Clerk read the notice stating that Supv Hammond was attending the meeting via Facetime from the Thomas Cooper Library located at the University of South Carolina, 1322 Greene St, Columbia South Carolina.

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

### **Citizen's Comments:**

Russ Strait came to the board to discuss the Clarke House and the Chamber of Commerce. He has been under the assumption that the Chamber of Commerce isn't functioning any longer. He asked that the Town consider moving the welcoming center to the Clarke House where there would be someone available to man it. They would like to build a separate room in the Clarke House for this purpose. He noted that currently the Town budgets \$500 for the chamber's website which he noted is no longer functioning. He would like the town to consider paying this money to the Clarke House instead. The Board discussed this and asked Russ to put a formal proposal together for the next meeting for them to consider. He will also request from the Village.

**Innovative Solution Materials:** Deputy Supv McKnight told C Prentice that the representative from Innovative Solution Materials came to the last meeting to address the concerns that the board had. He told the town that the gallons used in the quote was just an estimate based on the amount of salt and sand that the town currently uses. They don't hold the town accountable to this exact amount. They give us all the equipment and tanks to use and hold the products. After three years of use the equipment and tanks become property of the Town. If at any time the Town is not satisfied with the product and no longer wants to use it they will take everything back. No cost to the town. C Prentice said he would like to see a copy of the MSDS sheet for public distribution. He noted that the Town should make it public that they are using a new product on the roads. Further discussion ensued.

### Resolution #20

Motioned by: Loomis

Seconded by: Prentice

RESOLVED, that the Waddington Town Board does here by grant permission for the Highway Superintendent to use Innovative Solution Materials for snow/ice/dust control on Waddington Highways contingent upon the company removing the line from the agreement which states the town shall purchase 40,500 gallons of product. Ayes: All

**Library Boiler:** Deputy Supv McKnight reported that they have moved forward with the repairs deemed necessary by the State Boiler Inspector. Bryan Mott is installing the two items this week. The Inspector will return to check it once it has been completed.

**Old Town Hall:** At the last meeting the Board discussed the sidewalk at the old town hall. It has heaved enough that the handicap door at the rear of the building will not open. The front

door is currently beginning to hang up as well. The Board noted that the sidewalk will have to be cut out, insulation installed under, and concrete replaced. This money will come from the old town hall account. They will put specs out for the next board meeting. They will give the clerk the specs for advertising.

Resolution #21

Motioned by: Loomis

Seconded by: McKnight

RESOLVED, that the Waddington Town Board does hereby direct the Town Clerk to advertise for bids to replace the sidewalk at the old town hall. Ayes: All

The Clerk contacted Vicki MacDonald to get a quote to refinish the stairs in the old town hall. Vicki sent a quote of \$300.00 and the town purchases the materials. She stated that the materials could be purchased right at Waddington True Value and would cost approximately \$75.

Resolution #22

Motioned by: Prentice

Seconded by: Loomis

RESOLVED, that the Waddington Town Board does hereby award the job for the stairs to Vicki MacDonald. Vicki will supply the labor to clean, light sand, seal, and apply 2 coats of polyurethane satin finish to the wooden stairs and risers from the basement to the main floor of the old town hall. Materials will be purchased by the town @ Waddington True Value. Ayes: All

Internet Service: The Clerk has contacted Spectrum for internet service at the old town hall. The monthly fee will be \$59.99 and a one-time fee of \$99 for the modem.

Resolution #23

Motioned by: McKnight

Seconded by: Prentice

RESOLVED, that the Waddington Town Board does hereby approve that the clerk move forward with internet service at the old town hall through Spectrum. Ayes: All

**Hold Harmless Agreement:**

Resolution #24

Motioned by: Prentice

Seconded by: Loomis

WHEREAS, the Town of Waddington is desirous of St. Lawrence County Department of Highways providing shared services such as paving, 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 the 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 to the fullest extent permitted by law, Waddington Town will indemnify and hold harmless the County, their officers, directors, partners, representatives, agents, and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of person or damage to or loss of any property relating to or arising out of any negligent or intentional acts and/or omission of the Waddington Town or any of its directors, officers, employees, contractors, representatives, or agents.

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, \$3,000,000 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

**Justice Audit:** Deputy Supv McKnight reported that C Prentice and Loomis met with the Justice Court Clerk to audit their books. A copy of the report has been distributed to the board for their review.

Resolution #25

Motioned by: Loomis

Seconded by: McKnight

RESOLVED, that the Waddington Town Board accepts the audit of the Town Court Books conducted by Councilor Loomis & Councilor Prentice for the year 2018. Ayes: All

**Town Clerk/Code Enforcement Annual Report:**

Resolution #26

Motioned by: Prentice

Seconded by: Loomis

RESOLVED, that the Waddington Town Board does hereby approve the Town Clerk and Code Enforcement Annual Report. Ayes: All

**Code Enforcement Report:** There were 14 building permits issued in 2018 for an estimated assessed value of \$515,000.00 down \$220,060.00 from 2017. There were 3 permits issued for new dwellings, 1 of which was a manufactured home. Their estimated assessed value is \$320,000.00 down \$80,000.00 from 2017. The remaining 11 permits were issued for alterations, additions, yard barns, barn, garages, deck and swimming pools with an estimated assessed value of \$205,000.00 down \$130,060.00 from 2017.

There was a decrease of 21 building permits.

The building permit fees collected in 2018 were \$1708.60, a decrease of \$600.15 from 2017.

The annual Census Bureau report does not include manufactured houses. For the year 2018 only 2 houses can be reported.

**Town Clerk Annual Report:**

JANUARY 1, 2018 TO DECEMBER 31, 2018

Conservation Licenses	7717.00
Dog Licenses	4022.00
SPCA Redemption	.00
Marriage Licenses	480.00
Certified Copies	570.00
Misc. Sales	330.80
Building Permits	1844.35
Cemetery Funds	7518.00
Ag Permits (PA lease)	4510.00
Beach Pavilion Rental	<u>1965.00</u>
Total Collected	28957.15

Paid to Town Supervisor	20731.37
Paid to DEC	7317.78
Paid to Ags & Markets (dogs)	638.00
Paid to Dept. of Health (marriage)	<u>270.00</u>
Total Paid out	28957.15

Taxes Collected & paid to Town Supervisor	310869.00
Interest collected & paid to Town Supervisor	2415.56
Taxes collected & paid to County Treasurer	<u>1252916.81</u>
Total Taxes collected	1566201.37

**Snowplow:** Deputy Supv McKnight reported that he and Supt Putney went to the Town of Verona on Wednesday to look at a 2015 Mack with 54,000 miles on it. Since they went to look

the truck has been sold. It went for \$120,000. Supt Putney priced a new truck and it was \$237,000. The Town of Verona does a lease on their trucks and every three years they sell them and use the equity towards a new lease. The Board had a discussion and would like to look into the lease deal. This may be a way to help get our equipment up to par. Further discussion ensued.

**Bookkeeper:** C Prentice stated that he had received a phone call from Darlene Ellis the Town's previous bookkeeper. She told him that Lori had contacted her for some help. She is willing to help if she can. She wouldn't charge for this service. Discussion ensued and the board felt that if she is willing to help and Lori has some questions that it would be a win for all.

**Local Government Task Force:** Supv Hammond reported that he had video chatted into the local government task force meeting held last Thursday. He said that the Massena Intake project was beginning. There is a BASS tournament to be held there. The next meeting is April 11<sup>th</sup>. He is hoping to take some of the information for the campground to the committee. Deputy Supv McKnight stated that the committee will be meeting again on March 27<sup>th</sup>. They have also been in contact with Karen White concerning Mrs. Doe's shoreline issue. Jane Lawrence is the contact person for this project. Karen White also told Supv Hammond that the shoreline stabilization program has been halted and is not in effect. He will look further into this.

**Bills:** A motion was made by Loomis, seconded by McKnight to pay bills #12472 -12537 in the amount of \$92,468.08. Ayes: All

**Adjournment:** A motion was made by Prentice, seconded by Loomis to adjourn the meeting @ 8:10PM. Ayes: All

Respectfully submitted,

Carol A. Burns, Town Clerk