

TOWN OF ROSEBOOM
TOWN BOARD MEETING
March 14th, 2013

The Monthly Meeting of the Roseboom Town Board was held on March 14th, 2013. Supervisor Prill called the meeting to order at 6:30pm.

PRESENT: Councilpersons Curtis VanDewerker, Tim Hotaling, and Robert Norton. Supervisor Larry Prill and Town Highway Superintendent Mickey Mabie.

ABSENT: Councilperson Barry Webster

OTHER OFFICIALS PRESENT: Assessor Doug Ghode, County Representative Beth Rosenthal

VISITORS LISTING: Attachment #1

AGENDA: Attachment #2

MINUTES – Minutes were approved as presented to board for the February 14th, 2013 meeting minutes.
No Corrections.

PAYROLL REVIEW:

- Payroll Review: General: 2/1: \$ 2,951.15 Town Share S.S. \$ 225.77
 General: 2/15: \$ 1,426.15Town Share S.S. \$ 109.10
 Highway: 2/1: \$ 3,390.63 Town Share S.S. \$ 259.38
 Highway: 2/15: \$ 3,695.32Town Share S.S. \$ 282.68

ABSTRACTS: Attachments #3 and #4

- Abstract for General Fund number 03: \$ 12,131.92
- Abstract for Highway Fund number 03: \$ 20,549.71
- A motion was made by Councilperson Hotaling and seconded by Councilperson VanDewerker to accept the General Fund Abstract #03 in the amount of \$12,131.92. Councilperson Hotaling-Y, Councilperson VanDewerker-Y, Councilperson Norton-Y, Supervisor Prill-Y. Motion carried.
- A motion was made by Councilperson VanDewerker and seconded by Councilperson Norton to accept the Highway Fund Abstract #03 in the amount of \$ 20,549.71. Councilperson Hotaling-Y, Councilperson VanDewerker-Y, Councilperson Norton-Y, Supervisor Prill-Y. Motion carried.

ROAD COMMITTEE REPORT:

- Supervisor Prill: Suggested to councilperson Norton to develop a plan on road projects by the next meeting in April.
- Councilperson Norton: Nothing new to report.
- Note: Welcome signs discussed: Councilperson Norton presented a book on the best options he had found.
- Londa Webster: Stated she would get with councilperson Norton different options for signs.
- Supervisor Prill: Asked if councilperson Norton had a time frame in mind to have the signs installed. Thoughts were to do this spring.
- County Rep. Beth Rosenthal: Stated that she believed that since the town has new local laws that they should be posted on the new signs.

MACHINERY COMMITTEE REPORT:

- Councilperson Hotaling: Asked about buying a new truck.
- **Action: To get a status on a new/used truck and affordability on getting a fourth plow truck for the town.**
- Supervisor Prill: Asked the boards thoughts on equipment reliability for the plow trucks.
- Note: Solutions presented include purchasing a new truck with the equipment fund or an alternative option would be to purchase a truck in used condition.
- Discussion took place on trucks by the board.
- Supervisor Prill: Asked councilperson Hotaling to formalize plow truck for the next board meeting.

- 12-Year Capital for Machinery: List in packet given to board members. Discussed what was included in packet and the list needed to be turned into the equipment plan.
- Christine LaLonde: Asked if she could get a copy as well to help her out with funding for projects.

GARAGE COMMITTEE REPORT:

- Presented by Londa Webster on Barry's behalf: Gave councilperson Webster's agenda to board with Karen Donnelly's help.
- Note: There are two estimates for lighting for the building and two estimates for new doors.
- Note: Asked that councilperson Webster to have the authorization to decide on estimated decisions.
- Larry Prill: Asked that cleaning lady make and give the bill to Supervisor Prill a week before the meeting to get paid.
- Discussion took place on the lighting and door estimates.
- **Motion made by Councilperson VanDewerker and seconded by Councilperson Hotaling to authorize Councilperson Webster to go ahead with the lights and door replacement authorizing upto \$3,000 to do the work. Councilperson VanDewerker-Y, Councilperson Hotaling-Y, Councilperson Norton-Y, and Supervisor Prill-Y. Motion passed.**
- Supervisor Prill: Stated that the Town has an annual budget of \$15,000 for the town garage and the lighting and door will be charged to this budget. The town garage budget also pays upto \$2,000 to heat the town barn during the winter.

LAND ACQUISITIONS COMMITTEE:

- Councilperson VanDewerker: Stated there are three possible sites and he had sent out letters to each site. Is waiting for a response and options for the town. Discussion about lands of interest.
- Supervisor Prill: Stated that the plan is to try and keep the future location in the center of the town and the size of the lot to be around 10 acres to ensure future needs can be met.

BUILDING CONCERNS AND SYSTEM:

- Councilperson VanDewerker: Stated that he gave Town Clerk Seeley a new concerns form that is available through the town clerk for residents who want to file a concern.
- Note: Stated that he would be meeting with the towns codes officer Lloyd Stannard on March 15th, in the morning. Also, that he would assist Lloyd with any help that he needs.
- Note: Stated that codes officer Stannard would make routine drives to catch any new or old building work without a permit. Asked that the board back him up if he gives infractions to residents who did not get a building permit for work done. Board will back up codes officer Lloyd Stannard to enforce building permits.
- Supervisor Prill: Asked that Councilperson VanDewerker ensure that while increasing enforcement of the Building Codes in the township that attention applied commensurate with the size of the infraction.
- Councilperson VanDewerker: Stated that he is evaluating adjusting the building codes rates with possibly a \$25.00 minimum.
- Note: Councilperson VanDewerker stated that the planning board was working on citizen pamphlet.

PROJECTS:

- Supervisor Prill: Reported that South Valley Christian Church is agreeable to providing emergency shelter for residents and is interested in proceeding with a FEMA grant application.
- Allegra Schecter: Suggested that the South Valley Women's Club be considered since the South Valley church had flooded before.
- Terry Brant: Stated that the South Valley Church previous flooding issue has been fixed since the flood.
- Benjamin Shaffer: Stated that he has looked into two portable generators for the town and will be getting a hold of Jim Herman this week to discuss emergency generator electrical connections for the South Valley Christian Church. Discussed the other items needed to be able to use the emergency generators including electric switches for the generators, storage of 2,000 gal. of fuel at one time, and he plans to have an estimate at the next meeting, with specifics written up.

HIGHWAY SUPERINTENDENT'S REPORT:

- Superintendent Michael Mabie: Reported that the shed over the fuel tank collapsed and is working on repairing it.
- Note: Stated that John from NCRS stated that the towns road repairs information is still in the program but nothing back yet. Michael Mabie stated that he will call Tony in a couple weeks and that bids will

not be out as quick as the town originally planned.

- Note: Discussed was Canajoharie and they have a limited maintenance road use law and something that the Town of Roseboom could use which would classify roads and road usage. Board will look into and discuss at next board meeting.
- **Note: Bid for 4 Wisconsin motors and spare parts. Highest bid was \$126.50 compared to \$100.00. Motion to accept the highest bid made by Councilperson Norton and seconded Councilperson Hotaling. Councilperson VanDewerker-Y, Councilperson Norton-Y, Councilperson Hotaling-Y, and Supervisor Prill-Y. Motion passed.**

TOWN CLERKS REPORT: Attachment #5

- For the month of February there was 6 death seals, 2 birth seals totaling \$80.00, 6-spayed/neutered dogs, 2-unspayed/unneutered dogs totaling \$44.00 for the town and \$12.00 for the state, 2- building permits totaling \$396.80, and remaining \$8.00 for January 2013. Roseboom Town Supervisor received a check for \$528.80, New York State received a check for \$12.00 a grand total of \$540.80.
- Note: Town Clerk Seeley reported that the town now has a website and asked the board to upgrade the website. The public is satisfied with the website.
- **Motion made by Councilperson Hotaling and seconded by Councilperson VanDewerker to put the website upgrade cost of \$10.00 per month on Supervisor Prills town debit card with a voucher put in each month. Councilperson VanDewerker-Y, Councilperson Hotaling-Y, Councilperson Norton-Y, Supervisor Prill-Y. Motion passed.**

TOWN FINANCIAL ASSISTANT REPORT: Attachment #6

- Attached

COUNTY REPRESENTATIVE'S REPORT:

- County Representative Rosenthal gave her County Rep. report.

ASSESSORS' REPORT:

- Doug Gohde: Stated that all exemptions were in. Asked if there were any questions: None were asked.

RESOLUTIONS:

- **Resolution for Justice Audits: Motion by Councilperson Hotaling and seconded by Councilperson VanDewerker. Councilperson VanDewerker-Y, Councilperson Norton-Y, Councilperson Hotaling-Y and Supervisor Prill-Y. Motion passed.**
- Note: Any discussion? None
- **Resolution to establish the boards approval and use of the MU-1 for all town records. Retention times and disposal methods. Motion made by Councilperson VanDewerker and seconded by Councilperson Hotaling. Councilperson VanDewerker-Y, Councilperson Norton-Y, Councilperson Hotaling-Y, and Supervisor Prill-Y. Motion passed.**
- Note: Any discussions? None

OTHER BUSINESS:

- Larry Prill: NYS Comptroller audit: Is complete and on the Town of Roseboom's website for viewing.
- Note: Road Preservation Law: Stated that logging trucks has posed a problem for the town roads are not necessarily addressed by the use law, which is based on a usage factor that logging may not meet, and the town will continue working on a way to enforce the law.
- Superintendent Michael Mabie: Discussed the roads, the problems and the law.
- Supervisor Prill: Discussed how unmanaged residential development is an urgent issue on seasonal roads since there is no code requirements addressing access, and the town has no laws or a way of controlling this. The situation could develop which could result in hazardous or unsafe conditions for citizens and road workers.
- Deb Anderson: Stated and gave the board a copy along with the town clerk of a seasonal road development law that was drafted up from other towns' similar laws. Discussion took place on drafted seasonal road use law.
- Larry Prill: The board discussed this issue and agreed it is something the town needs to pursue. Board members are to look through the draft and at the next meeting, and look into adopting the law to put it into place. Stated it would allow a better ability to plan resources down the road.
- Note: Dog Licensing- Supervisor Prill proposed to an action to Councilperson Webster to develop an

updated local law to improve the towns' dog licensing situation. Stated that it is required by law that the town meets the Agriculture and Market law. Supervisor Prill stated to proceed at the next board meeting in April with the effort to adopt the updated dog licensing law.

- Greta Peterson: Asked if the Judge and Dog Warden will enforce the law, and have the Boards support backing the Judge and Dog Warden.
- Supervisor Prill: Stated that the sheet on the Hazard Mitigation expenses from the county and is possible to be reimbursed. Deb Anderson: Stated that the town has turned in before. Supervisor Prill stated that the town has to give our hours and what they are worth to put towards the county grant. Persons involved with the HAZMIT program updating should get their hours to either Supervisor Prill or Financial Assistant Lalonde.
- Note: Stated that there is an Energy Symposium program and wanted to run it by the board. Supervisor Prill stated that he will pay for it and bring it back to the board. Another symposium conference on March 20th, 2013 at Herkimer County Community College with a \$35.00 charge.
- Beth Rosenthal: Stated that the Town of Middlefield just updated their dog law and asked to get a copy since Roseboom shares the same dog warden.
- Greta Peterson: Asked to get a copy of the town law for Town Clerk Seeley.
- Supervisor Prill: Presented an open item- that the Town might want to evaluate the possibility of establishing a Roseboom Town Park or Conservatory to maintain some of the town's scenic beauty for future generations due to land continually being sub-divided and developed- just a thought.
- Christine Lalonde: Pointed out that several communities who did not plan have no natural settings left and asked that it is seriously looked into.

ACTION ITEMS:

- Councilperson Hotaling on Grader purchase: Statement to document purchase of the new Grader. The written statement was reviewed and accepted by the board and was agreed to add to the meeting minutes.
- Town Clerk Seeley: Audit of petty cash was audited in February and added to minutes.
- Note: Town Clerks actions have all been completed.
- Larry Prill: All actions are completed.
- Planning Board-Deb Anderson: Is waiting on Larry to reply to email concerning recognition plaques.
- Deputy Town Clerk Levy: Actions are completed.
- Supervisor Prill: Hazard Mitigation Plan to relocate the Town Barn and being funded through FEMA. Believes that it should be pursued by the town. Stated that a new building projects committee should be created and asked that Karen Donnelly take the lead on the project.
- Karen Donnelly: Stated that she would be happy to tackle project with a small group.
- **Motion made by Councilperson VanDewerker and seconded by Councilperson Hotaling. Councilperson VanDewerker-Y, Councilperson Norton-Y, Councilperson Hotaling-Y and supervisor Prill-Y. Motion passed.**
- Supervisor Prill: Recommended that one board member, the town supervisor and superintendent Michael Mabie are on the building project as well.
- Karen Donnelly: Stated she would like to see someone from the planning board to work with her on the project.

MEETING ADJOURNMENT:

- A motion to adjourn the March 14th, 2013 meeting was made by Councilperson Hotaling and seconded by Councilperson VanDewerker. All were in favor unanimously. The meeting was adjourned at 8:38 PM.

Respectfully Submitted,

Jeremy Seeley
Town Clerk