

Minutes of the Regular Town Board Meeting held by the Town Board of the Town of LaFayette on May 13, 2002 in the Meeting Room of the LaFayette Commons Office Building on Route 11 in the Town of LaFayette.

Present: Gregory Scammell, Supervisor  
Norman Paul, Councilor  
Sandra Smith, Councilor  
David Knapp, Councilor  
Thomas Bailey, Councilor

Recording Secretary: Mary Jo Kelly, Town Clerk

Others Present: Leon Cook, Highway Superintendent  
Marshall Taylor, Assessor/Clerk  
Kevin Gilligan, Attorney  
Cindy Heckerman, Resident

1. The meeting was called to order by Supervisor Scammell at 7:00 p.m.
2. The Town Clerk took the roll. All present.
3. Pledge to the U. S. Flag was led by Town Councilor Dave Knapp.
4. **Councilor's Paul moved and Knapp seconded the motion to accept the April 22, 2002 Town Board Meeting Minutes as submitted by the Town Clerk. Motion passed unanimously.**

5. **COMMUNICATIONS:**

A. Residents.

Supervisor Scammell said Mr. Volan stopped by and indicated to him that his neighbor to the north on LaFayette Rd. has a junkyard. There was a truck there from Niagara Mohawk today and they were checking for underground cables because the owner of the property is putting in a new driveway on May 16<sup>th</sup>. Mr. Volan feels Mr. Mathews (the new owner of the neighboring property) is conducting a junkyard on the property. Supervisor Scammell will pass this information on to Ralph or Jack. This has been an ongoing problem for at least a month.

Leon said he called the past owner to get information and this guy has bought the property and he has the title on it.

Councilor Paul asked Marshall how long it takes for this to get on the computer.

Marshall said about 45-70 days. From the time the sale goes through until he knows about it, it usually takes about 2 months.

Councilor Paul asked if there was a way to check on this.

Marshall will check on it tomorrow.

Supervisor Scammell will leave the name and information on his desk to research it.

Councilor Bailey said you should also check with the county to see if he has gotten a driveway permit.

Leon said the property is two houses past the stables on LaFayette Rd. on the east side of the road. There's a little trailer there and a hut was built up back for storage. There's a bunch of wood piled in the driveway. He thinks he's applied for a permit because there's a mark in the road for clearance for the pipe. The gas company has staked out the gas line.

Councilor Knapp asked who determines the site distance.

Leon said last time they said he had two violations re: the wetlands. Mr. Mathews told Leon today that the DEC decided not to write him up on the violations.

Councilor Knapp asked if he needs something from the DEC for the driveway.

Leon said he would need something to go across the wetland to his dry land. Mr. Volan is trying to sell his house and two people have come and asked him what is going on next door.

Councilor Paul asked if someone can own a lot and just put things like a trailer and hut on it with no permits.

Kevin said he can put things on his property. The question is when a shed becomes something that requires a Building Permit.

Supervisor Scammell said Ralph indicated before that the current storage shed is small enough not to require a Building Permit.

Leon doesn't think the hut was built on the property.

Supervisor Scammell will turn this over to Ralph and Jack to review.

Supervisor Scammell said Nancy Baker has resigned effective May 10<sup>th</sup> as Library Director. She has enjoyed working with the staff and this community. She is sure the library will continue to be a wonderful asset to the community.

#### B. Cornell Cooperative Extension: Drinking Water Workshop.

Workshop May 20, 2002, 7:00 – 8:30 p.m. at the Pompey Town Hall from 7:00 p.m. to 8:00 p.m.

“Myth: Using a home water treatment device will make tap water safer or healthier to drink. Reality: Some people use home water filters to improve the taste, smell, or appearance of their tap water, but it does not necessarily make the water safer or healthier to drink. Mythe: Bottled water is safer than tap water. Reality: Not necessarily. Unlike tap water, the quality of finished bottled water is not government-monitored. You don't need to buy bottled water for safety reasons if your tap water meets all federal or state drinking water standards...”

C. NYS Department of Public Service: Time Warner-Syracuse cable TV franchise renewal.

“The purpose of this letter is to remind you that your cable television franchise with Time Warner-Syracuse expires 5/9/05 and that the renewal process must be completed by the expiration date of the franchise.

The Federal Communications Policy Act of 1984 and the Cable Television Consumer Protection and Competition Act of 1992 established a procedure for franchise renewals. The renewal process provides an important opportunity to review your franchise and make any changes which the parties deem necessary to desirable. Extension of service to additional areas, municipal franchise fees, community programming and additional services are examples of provisions that may require update or modification. Your franchise should also be reviewed for compliance with current state and federal regulations...”

Supervisor Scammell said he has written Mr. Isabella a letter asking for a current map of what areas currently have coverage.

Councilor Knapp said people have commented on this at various times and asked if the Town Board has any say on who can receive this service.

Kevin said this is part of the negotiation process with Time Warner. You have 3 years to find out what isn't covered and find out what you would like to see them do for coverage.

Councilor Knapp would be curious to see what's covered and what isn't.

D. Syracuse Convention & Visitors Bureau: Events database & Press Conference.

“We are currently compiling event information to add to our events database on our website...we are now directing all inquiries to our website...”

Supervisor Scammell said a fax was also received for Press Conference which was held May 8<sup>th</sup>.

E. Syracuse Metropolitan Transportation Council: Bicycle & Pedestrian Sidewalk Inventory.

“The Syracuse Metropolitan Transportation Council (SMTTC) began a two year Bicycle and Pedestrian Plan for Onondaga County and the City of Syracuse in September 2001. The primary goals of this plan are to preserve and enhance the bicycling and pedestrian network; and to improve the safety, attractiveness, and overall viability of cycling and walking as legitimate transportation alternatives....”

Supervisor Scammell said there is also a brochure with this stating their goals, etc.

Councilor Knapp asked Mary Jo to send Niagara Mohawk a reminder note about the sidewalk in front of Jane Kurgan's house.

Supervisor Scammell advised Niagara Mohawk doesn't feel that it is their responsibility. He said the residents believe the sidewalk was damaged when the gas line was put in. The sidewalk in front of Jane's house has sunk in and they feel it is a safety issue.

Mary Jo will write Niagara Mohawk an informal letter about this.

F. NYS Department of Environmental Conservation: 30<sup>th</sup> Anniversary of Clean Water Act.

"This year marks the 30<sup>th</sup> anniversary of the Clean Water Act. In recognition of New York's achievements and in anticipation of additional progress, Governor Pataki has declared 2002 as the 'Year of Clean Water' and October 2002 as "Clean Water Month'. New York State has a long and proud tradition of protecting and restoring its water and natural resources. From the early 1970s, when one could neither fish nor swim in many of the State's rivers and lakes, to the present when most of the waters are fishable and swimmable, the progress is remarkable. Today, striped bass and shad are once again abundant and eagles and ospreys are nesting successfully. New York has made major improvements in water quality and natural resource protection. Passage of the federal Clean Water Act Amendments of 1972, significant state and federal funding, and extensive teamwork among partners have contributed to our success....It is part of our 17-year tradition of celebrating Watershed Week during the first full week of May..."

Supervisor Scammell noted there are attached brochures regarding the Watershed and Storm Management.

G. Governor George Pataki: Press Releases.

"Welfare rolls reach lowest level in 37 years..."

Supervisor Scammell noted there are 1 million less people on welfare today than in 1995.

H. Town Assessors: Town Landfill assessment change.

Supervisor Scammell said the assessment on the tower owned by the town has increased. It was assessed at 90,700 and is now assessed at 250,000 which is a net change of 159,300. This notice also tells us when Grievance Day is.

Kevin asked if this is still exempt.

Marshall said yes. The state has been gathering information on the value of towers. Several cell towers generate millions of dollars a month in revenues.

Councilor Knapp said we don't make the revenue off this. The cell company does.

Marshall said that is correct. Traditionally they have been underassessed. The assessment is totally based on the height of the tower, its square footage.

Councilor Knapp asked what happened over in Otisco when they had too high of assessments on the radio towers and lost their case in court?

Kevin said cell towers can be assessed at a certain amount but a radio tower is different.

Marshall said the state has determined they have authority over cell towers but not radio towers.

Councilor Paul asked who put the assessment on this tower.

Marshall said he did. It's based on the square footage. They allow so much for the actual tower and then determine how many customers are on it, etc.

Councilor Knapp asked about the tower at Shanahan's.

Marshall said it's about 175', the same as ours.

Councilor Paul didn't understand how this is based on revenue. When someone owns a business, it's not based on their revenue.

Marshall said the town could pass a law stating businesses must submit documentation of how much their business makes. We have traditionally based the assessment on square footage. We only have 3 towers in the town.

I. Office of the Onondaga County Legislature: 5.6.02 agenda.

Supervisor Scammell said there were the following 2 points of interest: "12<sup>th</sup> District – Mr. Sweetland. Appointing Costello, Cooney and Fearon as Legislative Counsel for the Onondaga County Legislature....Local Laws: A Local Law Authorizing Onondaga County Deputy Sheriff's to reside in Onondaga County or any Adjoining County within New York State and Superceding new York Public Officers Law Section 3, Sponsored by Ms. Mulroy..."

J. Lois Harmatuck (LaFayette Booster Club): Thank you.

"Many thanks for the generous check for the After Prom Party. The kids had a great time (the ones that stayed); we appreciate the Town's support."

K. Office of the State Comptroller: Satellite Teleconferences.

Supervisor Scammell said the conferences include: Small Claims – Big Issues, Conflicts of Interest, Pre-Retirement Seminars, Fire District Management, and Calling All Clerks.

L. Onondaga County Department of Law: Self-Insured statement.

Mary Jo said there was a meeting for election inspectors for Onondaga County on Saturday. This was just to let the town know that they had insurance coverage.

M. Syracuse-Onondaga County Planning Agency: SEQR Notice for Agricultural District No. 10.

"The Onondaga County Agricultural and Farmland Protection Board

(AFPB) has recommended that Agricultural Districts in the Towns of Onondaga, Otisco, LaFayette and Tully be renewed with modifications for an additional eight (8) years under provisions of the NYS Agriculture and Market Law...”

Supervisor Scammell said there is a list of properties included in this attached. Most of them are in the Town of Onondaga.

N. FOCUS Syracuse: Spring Newsletter.

“F.O.C.U.S. on Families’, ‘The Family Show’ is affirmation that Syracuse celebrates families not once a year, but everyday. And as F.O.C.U.S. continues to boast, ‘Central New York is a great place to raise a Family’.

Supervisor Scammell said there’s a recap of F.O.C.U.S. services included.

O. NYS Board of Real Property Services: Final Special Franchise Assessment.

Supervisor Scammell said this lists the final special franchise assessments for Niagara Mohawk, AT & T, Verizon and Time Warner.

P. Other.

Supervisor Scammell advised there would be no meeting at the end of this month in observance of Memorial Day.

6. **SPECIAL REPORT:** None.

7. **REPORTS:**

A. Departmental (4<sup>th</sup> Monday).

- 1) Dog Control.
- 2) Building & Zoning Code Enforcement.
- 3) Highway Superintendent.
- 4) Justice – Malcolm Knapp/Maureen Perrin, Town Justices

A written report was submitted for April. \$23,900.009 was brought in and 282 cases were heard.

- 5) Library Director.
- 6) Recreation Director.
- 7) Town Clerk.

A written report for April was submitted.

- Contract with DEC.

Mary Jo said Kevin has reviewed this with the changes DEC has made and he feels it is OK now.

Kevin said originally they said for anything that might happen, the Town Clerk held New York State harmless. Now it is only if negligence occurs on the part of the Town Clerk. While it’s a DEC Program, it’s also a service provided by the Town for its residents.

Mary Jo asked the Board for authorization to enter into this contract.

**Councilor's Knapp moved and Bailey seconded the motion to authorize the Town Clerk to enter into the DECALS Program with the New York State Department of Conservation. Motion passed unanimously.**

8) Supervisor.

A written report was submitted for April.

B. Committee (2<sup>nd</sup> Monday).

1) Communications and Technology.

- Web site project status (MF).

Supervisor Scammell said Mike has made a couple of updates to the site.

2) Emergency Response.

- Hazardous Materials Response Plan.

Councilor Paul said on the Plan it lists phone numbers for the hospitals. Where do these numbers ring into.

Leon said the Emergency Rooms. He asked if this got mailed to Mr. Sharp.

Councilor Smith said she mailed it certified mail to him. He recommended when we got served, to send him a copy of this to review and he would let us know if any changes needed to be made.

3) Employee Policies and Benefits.

- Benefits package evaluation (disability, health insurance, other).
- Town employee survey results.

Supervisor Scammell said a survey was done on this and only positive responses were received for our current program. He will continue to gather numbers to hand out to the employees so they can see the actual cost of this. Somewhere along the line, we will be asking employees to contribute more to the cost of this plan.

Councilor Knapp would like to have a copy of these numbers.

4) Environmental and Conservation Advisory Board.

5) Highway.

- New EPA ditching/storm water management requirements (SPDES).

Leon said at their last Highway Superintendent's Meeting they were pushing for everybody to get active and get the program going. He has talked to John Dunkle who doesn't think it's a big job getting it done. Supervisor Scammell has a phone call into John but hasn't heard back from him yet. They are saying we could be fined pretty severely if we don't have things in order. We don't have to do any of the physical work yet but we do have to have the paperwork done. We have to have a map showing where all our runoff streams and crossover pipes are and where all our runoff starts and ends.

Councilor Knapp asked if we just have to do the town roads.

Leon said yes. The county is responsible for the county roads. Where our water goes onto county roads, we have to get a release from them and where water comes onto our roads, they must get one from us. It's the same with the state. Mainly we have to have a permit from the DEC and then we go from there.

Councilor Knapp asked if they didn't say a couple of months ago that this was going to be pushed way back.

Leon said it's due March of 2003. He would like the Town Board to give the Supervisor the O.K. to get in touch with the engineer to see what he can do about this. We gave different things we need to do. We can't wait until the last minute. He talked to the people that were going to build on Hallinan Road and they aren't going to build this year so we won't have to do any paving up there.

Councilor Knapp asked if they definitely plan on building there sometime.

Leon said they figure on building a year from now.

Councilor Knapp asked if it wouldn't be wise to pave a little of it this year.

Leon said it would be wise but on the other hand, he can't see the town spending money up there when we could use it somewhere else. He told the Town Board in the beginning that he wouldn't do any paving up there unless they were going to build. He will let Councilor Knapp know more about this in a month.

Councilor Bailey asked if there wasn't some discussion about seeing if we should abandon the road and see if they wanted to purchase it and maintain it.

Leon said it's been there for a long time. We have no specs on grade. It's all 10% except at the curve which is 16% and then it drops back to 10% again.

Councilor Paul asked if we weren't going to do something with the school and fire department first.

Kevin said it's all still pending. He thinks John Langey is waiting for drawings from the applicant before sending letters out.

Councilor Knapp said John was going to send a notice to the LFD and Tully School District to have them look at it before it was approved. Since the applicant didn't come back with the perk test or survey, nothing further has been done.

Leon said he doesn't know how many are familiar with the complaint we have on Sugar Bush. Back when this development was done, they had on the plans for Maple Grove to go across Sugar Bush. There's a 60' right-of-way that goes between Mr. Young's property and his neighbors so the land behind their properties isn't landlocked. Mr. Young has been using the property for a garden. It's a nice looking garden. He also has a compost pile there. He and Ralph went up to look at it. There was no odor to it. There's a short fence up there too.

Councilor Knapp asked if this was on the town land.

Leon said yes. One of the resident's would like the town land staked out to show the 60' right-of-way. This land would have to be surveyed to do this.

This matter will be discussed further in Executive Session.

Leon said the Town Board authorized him to take down the building at the Beach. If he does, there will be no place for people to change.

Mary Jo said that is why Regina wanted the handicapped bathrooms placed at the Beach.

Leon said he will go ahead and take the buildings down then.

Councilor Bailey asked how the dump week went.

Leon said good. He said he has got to get in touch with the guy who takes the tires as we have enough now for him to take them. It's 3 years worth over there. The guy wants a full truck load before he'll pick them up.

Councilor Bailey asked where the fee residents pay to take the tires to the dump goes.

Leon said it goes towards what we have to pay to have them hauled away.

Councilor Knapp said Community Council wanted him to be sure to compliment Leon on all his help in cleaning up the fields.

Councilor Knapp asked how the new mower was working

Leon said good. They had a little problem with the temperature gage. It had a circuit breaker on it which was too small. It had to be manually reset. There's a factory recall to change this. Shanahans didn't have the new one in yet so they put one on for now that automatically sets itself.

6) OCCRA Liaison/SOTS.

- Syracuse Post-Standard: Neighbors East.

Councilor Knapp said they just renewed their agreement with Feher. It looks like things are staying pretty much the same.

7) Physical Plant.

- Library ceiling leak.

Supervisor Scammell said there is a new spot in the ceiling of the library. There's no water dripping but you can see a wet spot.

Councilor Knapp will stop down tomorrow to check it out.

- Community Center sign lettering.

Councilor Knapp said the sign still needs to be repainted and put back up. He will work on this.

8) Recreation and Youth.

a) Bailey Park.

b) LaFayette Beach.

- Neighbors' concerns.
- Lacrosse program facilities: evaluation and re-siting, plans for next season (DK).
- New facilities: Permits. Status/progress reports to CNYCF. (SS).

Councilor Smith said Dan McConnell would like to meet with her and Leon. She asked Leon to let her know when it would be a good time for him to meet.

Leon said mornings are better for him.

Councilor Knapp said the Optimist Club held their annual Fishing Derby this past weekend and there was well over 100 kids there. They got some 15-16" fish out of the pond. It was a lot of fun. The Optimist Club is buying a 35' flag pole which they will be putting up on the 81 side of the bathrooms down there

which will be permanently lit. There will be a plaque on there for the local veterans to show the Optimist Club's appreciation.

Supervisor Scammell asked when the lacrosse season will begin. We had discussed having Kevin Gale come in prior to the season starting.

Councilor Knapp will call Kevin to come in for the 2<sup>nd</sup> Monday Meeting in June.

9) Safety.

Councilor Smith said their next meeting is tomorrow night.

10) Senior Transportation and Housing.

- Transportation survey: MCOA.

Supervisor Scammell will follow up on this.

11) Service Awards.

- Mike McHale voucher payment response (MJ).
- 480 basis.
- Letter to Penflex.
- Letter to NYS Comptroller.

Kevin said we are waiting to hear from Ed Holohan and the comptrollers office.

Councilor Knapp asked what the other departments are doing.

Kevin said some are doing it and some aren't. The question is if you give cash to one person, does it make everyones account taxable?

Councilor Paul asked if Sutton's are aware of what we are doing.

Kevin said he has carbon copied them on everything.

Councilor Knapp said he discussed this with Mrs. Sutton awhile ago too.

Kevin said the opinion says 3 times in it that they don't want us to do this. He doesn't think it helps the program but we have to work with what they say right now.

Councilor Paul asked if it shouldn't be their attorney who responds to Kevin about this.

Kevin hasn't heard anything from their attorney. A judge would look at the comptroller's decision if this were in court.

Councilor Knapp asked what caused them to make a ruling on this.

Kevin thinks they have been getting a lot of questions on this issue. They sent us a 2001 opinion from their attorneys in Albany but it only addressed state law and not the IRS. He has his tax department looking at this now to try to figure out what we should do. The thing he is most concerned about is the income tax implications. You might benefit 2 people and hurt 51 people.

Councilor Smith asked if there were other towns following up on this like we are.

Kevin said this hasn't come up in any of the other towns he represents. The Town of Onondaga is just addressing a post entitlement part of their program now. He thinks we need to wait. Mr. Holohan said they might indemnify and hold all their clients harmless. We have a letter to the comptroller asking what we should do specifically in Jack and Peg's situation.

12) Water.

## 13) Zoning Review.

- S. U. Links program survey.

Supervisor Scammell said this has been completed. He will get information out on this for the next meeting.

- Empire Zones feedback.
- Digitized zoning map.
- Industrial zones to business zones update.
- Misc. review: Communications/Cell Towers & Private (single horse) horse stables. Inter-municipal contact.

8. **UNFINISHED BUSINESS & ACTIVE PROJECTS:**

## A. Litigation and other legal matters.

- Onondaga Nation land claim.
- Transfer LaFayette Beach from LCC to town (on hold until Summer/Fall, 2002).
- Local road cleanup sponsorship programs.

Kevin said the county is going to send us their packet of information on this.

Councilor Knapp asked how much he took in at the end of our Clean-Up Day.

Leon said two 10-wheeler loads.

Councilor Knapp said the Historical Society was out and led by Supervisor Scammell.

Leon said we had more volunteers this year than ever before.

## B. Other Active Projects.

- 1) Accounting services & annual IRS requirements for LCC, LFD, & LPL (MT)

Marshall has submitted a letter and packet of information on this. He asked the Community Council and Library to submit copies of the bills Bruce Donohue sent them so he could try to determine the actual cost to do the 990's. He needed a detailed breakdown. He met with Mr. Donohue on May 2<sup>nd</sup>. He took the bills with him and asked for a more detailed breakdown of the bills. Mr. Donohue informed him he was going to tape their meeting. Mr. Donohue said he couldn't break down the bills in writing but he could simply tell him. Marshall didn't feel these numbers could be included as he needs it in writing. He asked for a copy of the tape. Mr. Donohue said he could have one then later called and said he could have the tape transcribed for the Town at an unknown fee. Marshall said his plan had been to get the information and send it to the Community Council, Library and Town Board to review. He wanted to get all of these groups together at a Town Board Meeting. He called the representative from the library and Community Council and explained why his report wouldn't be forthcoming. He would recommend for the future we get itemized bills. He reviewed some of the bills and how he felt they should be broken down. The way they are now, he has no idea what percentage of them is for doing 990's. There were bills submitted on 11/14/00, 11/9/99 and 11/12/01 with no breakdowns for the library. The same is true for the bills submitted for Community Council. He found it interesting that on 1/2/02, the standard fee was \$65/hour and in 1999 it was \$85/hour. He feels as a taxpayer, these groups would be better served if

they were advised bills submitted need to be itemized. His meeting with Mr. Donohue lasted 10-15 minutes at best. He charged the town for this meeting.

Councilor Bailey said yes, he charged for ½ hour.

Marshall said he can't go any further with this without getting accurate information. He realizes the bills include charges done for updating the software programs, etc. The Community Council writes 50 checks a year.

Councilor Smith asked if the information isn't public information.

Kevin said yes but only to the extent it exists within the records. All of these are things that the town reimburses these various groups for so you might be able to specify to them what type of things you would like to see on the bills you are reimbursing them for. Services rendered doesn't really cut it in today's world.

Marshall said the intent of this was to see if it would be worthwhile to see if we could group these organizations together to see if it would be cheaper for someone to do all the groups.

Supervisor Scammell said we have a Procurement Policy which doesn't go that into detail.

Kevin said professional services are exempt from the Procurement Policy and the bidding process. The organizations would have to agree to combine if they wanted to.

Supervisor Scammell said when they bring in their budgets with the cost to do 990 work, it's our time to question it.

Councilor Paul said we requested the 990's so it wasn't budgeted by the organization.

Supervisor Scammell believes it's in their budget and we reimburse them for the work done.

Councilor Smith asked if there was any guidelines.

Kevin said if it's a non-for-profit, it's a requirement.

Councilor Smith said so it really isn't our requirement to begin with.

Supervisor Scammell said about 15 years ago none of them had 501c status. At the time, he felt the 990's would force this information to be filed in a structured way and the Town Board could see what incomes the organizations have, etc. As the budgets have grown over the years for these groups, it is a fairly sizeable amount of budgeting and requires more record keeping.

Marshall said if you could find out the actual costs, you could research other companies to see how the cost compares and then the organizations could be told what range the Town Board would accept in their budgets for this. Mr. Donohue made it quite clear he worked for the Community Council and Library and not the Town of LaFayette.

Councilor Knapp thinks we should strongly recommend the two groups get a more detailed billing for these services.

Councilor Paul asked if we can't have another CPA look at this to see if it's in line.

Marshall said you have no way of knowing what he charged per hour on these bills.

Councilor Smith said the reason the 990's were required was because we had to follow the law.

Supervisor Scammell thinks it was beneficial to the groups too.

Marshall said if the Town Board wants to encourage the groups to maintain their own books, he can train someone from each group to do it. The program is pretty simple to learn.

Supervisor Scammell said if there were any other thoughts on this to present them at the next Town Board Meeting.

2) Town of LaFayette urn & tile display case.

Supervisor Scammell said Herb Salladin thinks we can buy a case cheaper than he can make one. He and Mr. Dodge will look into this.

Councilor Knapp said it would be nice to have something big enough to add items in the future if needed.

3) Security System.

4) Town border signs (DK).

Councilor Knapp said his mother took some pictures of the Amish Country when they were down there and he is waiting for the film to be developed.

5) Hazardous Materials Response Plan.

This was discussed above.

6) Zone change request at 3340 LaFayette Road by Jerry & Lorraine Brown.

Mary Jo spoke with Mrs. Brown today. They have information they must obtain and left it that they would call when they are ready to be back on the agenda.

7) Ortloff Road cleanup appreciation signs.

Supervisor Scammell said this is included in the adopt-a-highway program.

Kevin said you get a commitment for a 2-year period to clean up the road.

Supervisor Scammell said we are waiting for more information from the County D.O.T. on this.

Kevin said the county said they would work with the town on this.

8) Other.

#### 9. **NEW BUSINESS:**

A. Secretary to Planning and Zoning Board of Appeals appointment.

Supervisor Scammell said Mary Jo is the only applicant at this time.

Councilor Knapp asked if the board chairmen had given their O.K. with this.

Supervisor Scammell said he talked with both of the boards who would be very pleased for her to be appointed to this position.

**Councilor's Knapp moved and Bailey seconded the motion to appoint Mary Jo Kelly as Secretary to the Planning Board effective June 2, 2002. Motion passed unanimously.**

**Councilor's Knapp moved and Smith seconded the motion to appoint Mary Jo Kelly as Secretary to the Zoning Board of Appeal effective June 2, 2002. Motion passed unanimously.**

B. Document destruction & surplus equipment.

Mary Jo submitted a list of records to be destroyed in accordance with the

current retention schedules and equipment to be thrown out as it is broken, surplus and not needed by the town and of no value.

**Councilor's Knapp moved and Bailey seconded a motion to destroy the following records in accordance with the current retention schedules and to get rid of a Royal Typewriter and Deskjet 692C Hewett Packer Printer which are surplus, not needed by the town and of no value.**

**Tentative Assessment Roll 1989-1990**

**Tentative Assessment Roll 1988-1989**

**Tentative Assessment Roll – 1998**

**Tentative Assessment Roll – 1991-1992 Sections 1 & 2**

**Alpha Index – 1977, 1992**

**Tax maps 1990, 1984, 1988, 1985**

**Conservation Licenses 1999-2000**

**Justice Dept. – Vehicle and Traffic records from 1976 thru 1995.**

**Broken Royal Typewriter and Broken Deskjet 692C Hewett Packer Printer.**

**Motion passed unanimously.**

C. Certificate of Appreciation for Peg Sutton & Ryan Kuhns.

**Councilor's Knapp moved and Smith seconded the motion to give a Certificate of Appreciation to Peg Sutton for her years of service as Secretary to the Zoning and Planning Boards. Motion passed unanimously.**

**Councilor's Knapp moved and Paul seconded the motion to give Ryan Kuhns a Certificate of Appreciation for becoming an Eagle Scout. Motion passed unanimously.**

D. Summer Town Board Meetings.

Supervisor Scammell said we have gone to one meeting a month during the summer in the past. The meetings tend to go later and no one can focus on anything after 10:30. If people want to change this for the summer, he would recommend we start the meetings at 6:30.

Leon said if you are going to go to one meeting a month, he would do it on the 2<sup>nd</sup> Monday because of the bills that come in.

Councilor Knapp asked what months this would be for.

Supervisor Scammell said June, July and August. We could still meet if we needed to in between for an emergency matter, etc.

**Councilor's Knapp moved and Bailey seconded the motion to hold Town Board Meetings during the summer on the second Monday of the month (June 10, July 8, and August 12) and for the meetings to begin at 6:30 p.m. Motion passed unanimously.**

E. Other.

Leon turned in two bills from Dunn Engineering for almost \$400. This is for Hallinan Road and he hasn't received any report from them. He doesn't know what the \$400 was for.

Leon will contact them tomorrow to see what these charges cover. The work was ordered by our attorney.

Kevin said the Town Board requested this awhile ago.

The Town Board will hold off paying these bills until we know what they cover.

Councilor Paul said a resident came to him and suggested the Planning and Zoning Boards have name plates so the applicants know who they are talking to.

Mary Jo will order them.

Councilor Knapp asked if the Town Board was doing anything for Memorial Day.

Leon said they want people to march as members of the Town Board. Marshall Blount is the contact person.

Councilor Knapp will check with him.

**Councilor’s Knapp moved and Bailey seconded the motion for the Town Board to go into Executive Session to discuss an acquisition sale or lease of town property and to include the town attorney. Motion passed unanimously.**

The Town Board went into Executive Session at 8:50 p.m and was called back to order by Supervisor Scammell at 9:55 p.m.

**Councilor’s Knapp moved and Paul seconded the motion to allow \$350 for the flag fund for the corner locations. Motion passed unanimously.**

Mary Jo said we have never had a Deputy position for the Secretary to the Planning and Zoning Boards. She spoke with Peg Sutton who said she would accept this position if appointed to it. She would ask the Board to appoint Peg to these positions. Salary would be at \$8.25/hour and the money could be taken from the \$500 allotted for the Deputy Town Clerk in the budget as needed so there would be no increase in the budget for this position.

**Councilor’s Knapp moved and Smith seconded the motion to appoint Margaret Sutton as Deputy Secretary to the Zoning Board of Appeals at a salary of \$8.25/hour. Motion passed unanimously.**

**Councilor’s Knapp moved and Paul seconded the motion to appoint Margaret Sutton as Deputy Secretary to the Planning Board at a salary of \$8.25/hour. Motion passed unanimously.**

10. There were no suggestions for improvement & positive contributions.

11. **Councilor’s Paul moved and Knapp seconded the motion to audit and pay the following bills:**

<b>GENERAL FUND</b>	<b># 6721, 6754 THRU 6789</b>
<b>HIGHWAY FUND</b>	<b># 6742 THRU 6753</b>
<b>SPECIAL DISTRICT</b>	<b>#6741</b>

**Motion passed unanimously.**

**12. Councilor's Knapp moved and Bailey seconded the motion to adjourn.**

**Motion passed unanimously.**

The Town Board Meeting adjourned at 9:59 p.m.

Respectfully submitted,

Mary Jo Kelly  
Town Clerk