

## September 14, 2015 LaFayette Town Board Meeting Minutes

Minutes of the Town Board Meeting held by the LaFayette Town Board on September 14, 2015 at 6:30 p.m. in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette.

Present: William McConnell, Supervisor  
Andrew Ohstrom, Councilor  
Steve Zajac, Councilor  
Doug Daniel, Councilor  
Melanie Palmer, Councilor

Recording Secretary: Jacqueline G. Roorda, Town Clerk

Others Present: Wendy Reese, Town Attorney  
Thomas Chartrand, Budget Officer  
John Greeley, Hwy. Superintendent  
Steve Robson, Dep. Hwy. Superintendent  
Jeff Palin C & S Companies  
Jeannie Gleisner  
Dennis Earle

1. Supervisor McConnell called the meeting to order at 6:30 PM and welcomed all in attendance.
2. Pledge to our U.S. Flag was led by Councilor Zajac.
3. The Town Clerk, Jackie Roorda took the Roll. All present.
4. Town Board Minutes of August 10th, 2015.

**Councilor Ohstrom moved and Palmer seconded the motion to accept the minutes of August 10th, 2015 regular meeting minutes as submitted by Town Clerk Jackie Roorda. Motion carried 4 – 0 with 1 abstention.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Andrew Ohstrom</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Steve Zajac</b>	<b>Councilor</b>	<b>Abstained</b>	
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

5. PUBLIC HEARINGS – None

6. COMMUNICATIONS

A. Orchard Lane Update – John Greeley advised that we are waiting on the final survey which is moving the original line east 500 ft to be closer to the end of the existing Lane.

B. Contract for Court and Town Clerk Office Copiers - Town Clerk Jackie Roorda advised that Kristin Colburn compiled summary and informational packets for the Board’s review outlining quotes from three interested vendors. Discussions regarding specifications, length of the terms, costs and comparisons took place. The matter will be tabled and in the meantime, Councilor Daniel will reach out to the company he uses and Roorda and Colburn will get more detailed information to bring back to the Board.

C. 2015 Bond Series Closing Documents – Budget Officer Tom Chartrand explained that the Environmental Facilities Corporation Bond on the North-east Water District which services approximately 80 Jamesville families closed effective August 20, 2015 completing a refinancing initiative at a lower interest rate resulting in a savings of \$6,000 on the life cycle of the Bond.

D. Supervisor McConnell displayed a thank you card the Town received for the Fabius Pompey Seniors group for the use of the Pavilion at Stafford Park, wherein they complimented on what a beautiful facility it is and thankful for the use of it.

7. SPECIAL REPORTS

8. REPORTS –

A. Departmental

1. Town Supervisor

a. Budget Officer Tom Chartrand submitted the Monthly Financial Report and also advised as below;

All funds in good shape just the transfers listed to bring line items into balance.

Capital Development shows BAN coming in \$313,369  
Broke out Abstract by Building and Truck on expenditure page

**Deputy Supervisor Ohstrom moved and Zajac seconded the motion to approve the transfer of appropriations as listed below. Motion carried 5 - 0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Andrew Ohstrom</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Steve Zajac</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

**Melanie Palmer**

**Councilor**

**Voted**

**Yes**

Transfer of Appropriations

GENERAL FUND

To:

A1410.4	Town Clerk	Contractual	500.00
A5010.4	Supt. of Highways	Contractual	500.00
A5132.4	Garage (New)	Contractual	5,000.00
		TOTAL	<u>6,000.00</u>
			=====

From:

A1410.2	Town Clerk	Equipment	500.00
A5132.2	Garage	Equipment	5,500.00
		TOTAL	<u>6,000.00</u>
			=====

2. Highway Superintendent’s written report submitted by John Greeley

- **Roads:** work according to the 284 agreement is complete.
  - All brush pick-up is complete.
  - Ditching and shoulder ops are complete and mowing ops will continue through

October.

- **Equipment:** New all-wheel drive plow truck delivered to Henderson Equipment.
  - Preparations are being made to outfit plows for winter.
  - Federal recall on 2011 Dodge truck – initiate discussion. Greeley handed out copies of the recall information to Board. Discussion regarding fair market value, liability issues, options, etc. took place. McConnell requested Greeley get more information together for further discussion.
  - Former Truck #4 back on Auction which closes Wednesday at 6:00PM .

Company from

Geneva came and looked at it. Current Bid Price: \$10,400.00. Councilor Ohstrom questioned since we already set the minimum selling price at \$15,000 before, does the difference go to ban? It was decided to accept the current bid or hopefully a higher bid will come in.

**Councilor Daniel moved and Ohstrom seconded the motion authorizing Highway Superintendent Greeley to accept the highest bid at the closeout of Auctions International for a bid of \$10,400.00 or higher for the 2001 International dump truck. Motion carried 5 - 0.**

**William McConnell  
Andrew Ohstrom**

**Supervisor  
Councilor**

**Voted  
Voted**

**Yes  
Yes**

<b>Steve Zajac</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

- **Old Highway Building:** A list has been compiled to remove remaining items from site. Should be out by the end of September.
- Superior Plus Energy will pump out the remainder of the heating oil and issue a credit.
- **Parks:** Exercise Equipment area is almost complete. Waiting for Concrete work – Then hydro seed - Councilor Zajac measured areas at Vinegar Hill and received a quote of \$2,990.00 for the concrete including labor from JP Construction. He also advised that this needs to be done before the end of the year.

**Councilor Zajac moved and Ohstrom seconded the motion authorizing JP Construction to complete the concrete work at Vinegar Hill Park in the amount of \$2,990.00. Motion carried 5 - 0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Andrew Ohstrom</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Steve Zajac</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

Supervisor McConnell requested that Matt and Jeff Palin of C & S Companies give a summary of the results of the Phase 2 letter regarding the environmental testing done at the old highway garage property.

They explained that the entire site was looked at and 33 holes were drilled and tested. Contamination was found in several of the borings that is over the limitation mostly near the fuel tank areas. Stephanie Fitzgerald of the Department of Conservation advised the first inclination is for analysis of the ground water. We may have to drill 2 or 3 fifty foot sampling wells for monitoring purposes. Jeff Palin suggested RFP out to developers regarding site contamination, which would give the Town flexibility. He also advised that there are tax incentives and moneys that would help the developer or a private entity regarding Brownfield Site properties. Supervisor McConnell asked Jeff and Matt to keep in contract with the DEC and requested they provide the feedback to the Town Board.

Councilor Ohstrom advised that the transition to the new highway garage has been positive and possibly slightly under budget. There still is a punch list for Diamond and Thiel which Palin has been waiting to hear back from Scott Chrysler, however no response regarding that list. Councilor Ohstrom has read a warning letter he drafted to

Diamond and Thiel on behalf of the Town Board. The Board agreed it was appropriate and Ohstrom will forward it to Supervisor McConnell for his signature and mailing to Diamond and Thiel. Councilor Ohstrom thanked Jeff Palin for his assistance in this matter.

3. Justice Court

a. The Monthly reports were submitted and reviewed.

191 - total cases for Judge Perrin; \$15,258.00 was taken in for the month of July, 2015.

181 - total cases for Judge Shute; \$17,095.00 was taken in for the month of July, 2015.

4. Library Director

5. Recreation Director Report as submitted by Regina Reinschmidt, Rec. Director.

Soccer Extremely busy, but going well. Lots of players (over 70) and sufficient coaching staff. Still working out first week bumps.

Festival Much planning in the works for the pizza booth.

Lacrosse Box is still being used a lot and we will soon add our Fall ball program to the mix.

Fall/winter program planning in the works.

Adult Softball The adult league switched recently to Sunday mornings for fall since they will lose daylight soon. All is going well.

Outdoor Exercise Circuit Still working with highway. They have the site prepared, concrete coming soon. Volunteers (Optimists) will put together equipment once pad cures enough. Plantings will be this fall as well.

Adult Exercise are all back in session or almost back. We are offering Zumba, Yoga, Senior/Daytime and a mixed workout. Men's basketball to start Oct 19

6. Parks and Recreation

7. Town Clerk

a. Monthly Report and payment to Supervisor's Account was reviewed.

b. Roorda advised that they are selling a lot of licenses and the DEC is continuing to work out problems with the program.

B. Committees

1. Agricultural Committee

2. Community Development - Jeannie Gleisner and Dennis Earle gave another presentation with ideas for the four corners in the Town with an outline basically step by step pamphlet describing how this could be a “Cinderella Story” for the Hamlet of LaFayette. Missing an opportunity that Route 81 and the Apple Festival bring to our door; They presented grant project examples of other communities such as Pulaski, Scipio, Richland, and the Selkirk Lighthouse to give an idea of possibilities with grant money for redevelopment projects, utilizing many grants, etc. Discussion about types of grants, grants providing up to 85% of moneys needed with matching funds 15% “in kind” services. Councilor Ohstrom asked if it is possible to use more than one grant per project. Gleisner advised that in Pulaski, three different grants were used. It also doesn’t necessarily have to be a municipality to receive grant money; the Town could support an owner or developer or non-profit organization, etc. Talk about cost of demolishing vs. rehabilitation, footprint of the building, DOT working with engineers, design alternative, historic value, Community Development Dept. opportunities occurred. McConnell advised that he receives numerous phone calls inquiring what is going on with the old building and hamlet. Dennis Earle will work on timeline and red zone options.

3. Emergency Response

4. Employee Policies and Procedures – Deputy Supervisor Ohstrom has reviewed submitted proposals from the Raegan Insurance, Haylor, Freyer and Coon and C & H Insurance Co. for the Town’s Property & Casualty, Workman’s Comp, Health/Employee Policies. He has reviewed them and determined that they all meet the requirements. Copies were provided for the Board for their review. Ohstrom has scheduled each agency for a 10 minute presentation of their proposal at the budget meetings.

5. Environmental and Conservation Advisory Board - Jeannie Gleisner advised that there was a short, small meeting at the end of July.

6. Highway

7. Physical Plant

8. Recreation and Youth –

9. Safety – Councilor Ohstrom advised that the next meeting is postponed due to conflict with budget meetings.

10. School Liaisons

11. Service Awards – Supervisor McConnell advised that he will be mailing the 2016 LOSAP Audit and that we need to find a new auditor. He will be checking into that.

12. SOTS and OCRRA Liaison – Councilor Ohstrom advised that all is in good shape and vender bids will be later in the Fall.

13. SPDES

**Councilor Daniel moved and Palmer seconded the motion to authorize Supervisor McConnell to sign the Resolution Supporting Participation in the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program.**

**Motion carried 5 - 0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Andrew Ohstrom</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Steve Zajac</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

9. LITIGATION & OTHER LEGAL MATTERS

10. UNFINISHED BUSINESS & ACTIVE

11. NEW BUSINESS

Councilor Palmer inquired about any policy for the flags being flown at half-mass. It has been brought to her attention that on certain occasions they are not flown at half-mass. Discussion regarding who lowers the flags and determines what occasions that needs to be accomplished. Councilor Ohstrom will see if there is State Notifications or if the Association of Towns has a policy regarding this.

12. Suggestions for improvement and positive contributions.

13. Executive Session (not necessary)

14. Motion to audit and pay bills.

<b>General Fund</b>	<b>7855-7902</b>	<b>\$ 67,135.78</b>
<b>Highway Fund</b>	<b>7903-7921</b>	<b>\$ 16,067.33</b>
<b>Special District</b>	<b>7933-7935</b>	<b>\$ 5,093.90</b>
<b>Trust &amp; Agency</b>	<b>7938</b>	<b>\$ 80.00</b>
<b>Cap. Development Fund</b>	<b>7939-7947</b>	<b>\$ 23,428.27</b>

**Councilor Palmer moved and Ohstrom seconded the motion to audit and pay the above listed bills. Motion carried 5 - 0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Andrew Ohstrom</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Steve Zajac</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

15. Motion to adjourn.

**Councilor Ohstrom moved Daniel and seconded the motion to adjourn the meeting. Motion carried 5 - 0.**

<b>William McConnell</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>
<b>Andrew Ohstrom</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Steve Zajac</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Doug Daniel</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

The Town Board Meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Jacqueline G. Roorda  
Town Clerk