

Minutes of the Special Town Board Meeting held by the Town Board of the Town of LaFayette on October 3, 2002 at 6:00 p.m. in 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: Tom Chartrand, Bookkeeper
Marshall Taylor, Assessor/Clerk

Supervisor Scammell called the Special Meeting to order at 6:02 p.m.

Marshall submitted some information about the \$20,000 grant he is seeking and the installation of a LAN and T1 phone.

Councilor Bailey asked who he is submitting the grant to.

Marshall asked Mary Jo.

Mary Jo said through NYS Records Management.

Marshall said according to the person he has talked to about writing the grant, they have been real good at funding this type of grant. They will fund this year but not long range. They look to see what funding you need to get it going. We should find out in April if we get the grant. The following items will be available at your desk if we get the grant: access to tax maps, GIS maps and data, tax bills, assessment information, mass mailing label capability, all archive data bases information, all names and address data, all uses would get high speed internet access @ 384k, access to all Zoning and Planning information, and all minutes and agendas. He explained why sharing the technology would be beneficial. When he goes to write the grant, the person from the place comes and helps him write it. If he can demonstrate in his grant that the town is supportive with a percentage of matching funds, it would be beneficial.

Councilor Knapp asked if we have an option for high-speed access.

Marshall said yes. It's actually roadrunner. He explained what the T1 is. It's a bigger, faster cable. This would be our own private line.

Councilor Knapp asked what the difference speed-wise is between roadrunner and T1 is.

Marshall said with the T1 we are 384k by ourselves. With roadrunner, we are on a 384k line by ourselves until it reaches the pole. He asked the library if they were interested in getting on this and they didn't get back to him. This only has to do with this building. It would save on our local calls and long-distance calls. If we go to this, we would see a savings of \$1,731/year.

Councilor Paul asked what he would have to do for an informal bid quote. Would that mess him up for the grant?

Marshall said no. He will be writing his grant the beginning of December.

Councilor Paul asked if he could use what he submits for his grant for RFP if we had to do an informal bid.

Marshall said no. The router, etc. are equipment we need to buy in order to proceed. The RFP would be for the LAN and the phone system. It would be for the part that is not carried over from year to year.

Councilor Paul said we can do an RFP and we can do a formal bid. If we have to do it formally, can he use what he is submitting for RFP for his formal bid to get the bid quote?

Tom said you have to have your specifications down.

Marshall said the software costs he doesn't really know yet.

Councilor Smith asked if it wouldn't be better to finalize the needs before applying for the grant? She asked what he would be writing the grant for.

Marshall said for the server, the software, the router, the hub and the PC cards and the wiring. These are one-time costs. You can get a license for 10 users.

Councilor Smith asked if we would need another computer out front.

Marshall said he has the one public access terminal now. The terminal at the Tax Collector's desk and Town Clerk's desk would go away.

Councilor Bailey asked if he can get a list of references for PaeTec who have been online for over one year.

Councilor Paul asked if he has looked them up on the website.

Marshall said he has looked at it a little. We presently pay \$10,000 for phones. The actual difference is \$2,000.

Councilor Knapp said it might be helpful to put bids effective through April of 2003.

Tom said the type of server, software, etc. should be listed in the bid.

Marshall said the reason he contemplated a lease rather than a buy-out was that he could go to DELL and get it and know it would be compatible.

Tom said you could go with the LAN as a separate item. You could ask the Town Board for each item separately. If the Board is going to fund any of these things by themselves without the grant, they can authorize some of the things without going to bid.

Marshall said the T1 is really separate from the LAN. He could put an ad for bids for the T1 separately.

Councilor Paul said that would be under the limit requiring a bid.

Tom said in reviewing the information, he doesn't believe you have to bid the T1. He thinks the only thing requiring a bid would be the LAN.

Councilor Smith asked about the wiring.

Marshall said he is looking into the wireless too. He doesn't know the reliability or price of the wireless.

Councilor Smith asked if there is any hidden costs that he isn't aware of yet.

Marshall said in the LAN there is some costs he doesn't know yet.

Tom said he would caution that when Marshall applies for this SARA grant, he can't do anything prior to getting the grant. He asked what it will cost to have all the information moved to the server.

Marshall said that is one of the things he has to find out. Before he writes this grant, he is going to know everything it takes to do this.

Councilor Bailey asked if PaeTec is public stock.

Marshall believes it is private.

Councilor Smith asked how much he is looking for.

Marshall said \$11,157 a year for the T1. Another \$3,000 up front. You wouldn't pay anything until you are up and working. \$2,000 of this can come out of his budget for furniture.

Councilor Knapp recommended asking Syracuse Telecommunication if they had worked with PaeTec before.

Supervisor Scammell said Lynn Hutton wrote a letter requesting partial release of security letter of credit.

"I currently have a \$50,000 letter of credit from BSB bank as security for the completion of the improvements at SummerRidge Phase 2 as required by the Highway and Drainage Construction and Maintenance Agreement dated November 12, 2001. Section 7 and Exhibit F of this agreement makes provision for periodic reductions in the amount of this security deposit as certain work is completed...As of this date all the improvements required to reduce the amount of the security deposit to \$25,000 have been completed, inspected, and approved...Per Section 7 of the Highway and Drainage Construction and Maintenance Agreement, I am hereby submitting the required Exhibit C Affidavit requesting the LaFayette Town Board adopt a resolution authorizing a partial release of security to a new limit of \$25,000 as provided for by Section 7 and Exhibit F..."

Councilor's Knapp moved and Bailey seconded the motion to authorize partial release of security from the \$50,000 letter of credit to a \$25,000 letter of credit for Summer Ridge Phase 2. Motion passed unanimously.

The Board continued to discuss the line items of the 2003 Budget.

Supervisor Scammell moved and Councilor Smith seconded the motion to hold a Special Town Board Meeting on October 14,2002 at 6:00 p.m. to work on the budget and any other matters that might arise. Motion passed unanimously.

Councilor's Knapp moved and Paul seconded the motion to adjourn. Motion passed unanimously.

The Special Town Board Meeting adjourned at 11:04 p.m.

Respectfully submitted,

Mary Jo Kelly
Town Clerk