

## November 28th, 2011 Town Board Meeting Minutes

Minutes of the Town Board Meeting held by the LaFayette Town Board on November 28th, 2011 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:                   Adrian Shute, Supervisor  
                              Andrew Ohstrom, Councilman  
                              Jerry Doolittle, Councilman

Absent:                    David Knapp, Councilman  
                              William McConnell, Councilman

Recording Secretary:    Jacqueline Roorda, Town Clerk

Others Present:         Kevin Gilligan, Town Attorney  
                              Thomas Chartrand, Town Bookkeeper

1. Supervisor Shute called the meeting to order at 6:33 p.m.
2. The Town Clerk took the Roll. Councilman McConnell and Knapp absent.
3. Pledge to our U. S. Flag led by Town Councilman Doolittle
4. **Councilmen Doolittle moved and Ohstrom seconded the motion to accept Town Board Meeting Minutes of November 14th, 2011 as submitted by Town Clerk. Motion carried 3-0.**
5. PUBLIC HEARINGS
6. COMMUNICATIONS

A. Update Association of Towns Directory. A handout listing all Town position with information regarding each was handed out to check if any additions, changes or corrections needed to be made. No changes were noted.

B. Upstate Temperature Control, Inc. 2012 Contract. Per Attorney Gilligan, he will draw up an agreement to attach to the contract sent for Supervisor Shute's signature, wherein all insurance information will be addressed.

**Councilman Doolittle moved and Ohstrom seconded the motion to authorize Supervisor Shute to sign said contract with the attached agreement regarding insurance. Motion granted 3-0.**

## 7. SPECIAL REPORTS

## 8. REPORTS

### A. Departmental

#### 1. Assessors

Discussion regarding law suits took place. Supervisor Shute advised that the school is not going to pursue any further legal action against National Grid. Assessor Shawn Adam advised that he is waiting for final paperwork from National Grid for settlement approval. He also advised the Verizon lawsuit is on hold as is the case with the other towns in dispute with Verizon and no one is jumping in to settle. Adam also advised that new lines are being hung for fios so we should be able to reassess at a later date. Doolittle questioned how much this is costing the town. Supervisor Shute said that between all four lawsuits, approximately \$28,000 and basically ends up being divided by number of parcels.

#### 2. Building & Zoning Code Enforcement

Councilman Ohstrom questioned status of the Zumpano tire issue. Attorney Gilligan advised that the Court gave a 30 day notice that the tires needed to be removed. Town Clerk Roorda advised that Code Enforcer Lamson had checked on the property and discovered that all the tires have been removed as of today.

#### 3. Dog Control

#### 4. Highway Superintendent

a. Written Report will be submitted by Superintendent Greeley

Equipment – All plow trucks painted, restored and checked over – serviced and ready for the 2011-2012 snow season.

Roads – Continue to seal cracks while inclement weather. 3,000 tons of road sand will be hauled by November 29<sup>th</sup>, 2011.

Parks – LaFayette Beach guard shack has the siding installed on the peak.

Bridges – Visual inspections continued on the Clark Hollow Bridge. Replacing culvert pipes as needed.



5. Justice Court
  - a. Appendix 8 – Monthly Review of Justice Court Records.

**Councilman Ohstrom moved and Doolittle seconded motion stating that the Justice Court Monthly records have been audited and accepted. Motion carried 3-0.**

6. Library Director

7. Recreation Director

8. Tax Collector

9. Town Clerk

a. Roorda advised that at the Monthly Clerk's luncheon Kent Stuetz, from New York Archive spoke and one recommendation is to have an off-site record back-up set up on computers to protect any and all information. Tom Chartrand advised that most Towns have this protection. Roorda advised that the Pompey Town Clerk uses a program Carbonite Systems at a cost of \$139.00 for three years.

**Councilman Ohstrom moved and Doolittle seconded motion for the Town Clerk Computer to have the Carbonite 3 year on-line backup system installed. Motion granted 3-0.**

b. Town Clerk Roorda questioned canceling procedure for dumpsters and port-a-johns advising that right after starting in the role of Town Clerk, it was brought to her attention that port-a-john needed to be ordered, which she did. After discussion, it was decided that she should call to cancel both dumpster at Stafford and concession stand and the port-a-johns for the winter months.

10. Town Supervisor

a. PERMA – The renewal quote for 2012 is showing increases across the board and a large increase of 45.64% for the Ambulance portion. The total average is at 28.14%. Shute advised that the bottom line is since we already are running on a tight budget, this is something we need to be aware of and keep ahead of.

## B. COMMITTEES

1. Community Development

2. Emergency Response

3. Employee Policies and Benefits

4. Environmental and Conservation Advisory Board

5. Highway – Supervisor Shute commented that in the near future the Highway Committee

needs to meet to discuss upcoming issues

6. Physical Plant – Councilman Doolittle revisited subject tabled from November 14<sup>th</sup> meeting with regard to charging a set fee for rental of the Town Facilities. Discussion took place regarding cost of maintaining, heating, repairs, temperature controls and overall pros and cons of free vs. a nominal fee. Ohstrom suggested an hourly rate vs. day rate to ensure facilities may be rented for more than one occasion on any given day. Clerk Roorda advised that that is already happening. Ohstrom also stated that if a fee and deposit is enacted that non-exempt 501 C3 or 4 groups should not be charged.

**Councilman Doolittle moved and Ohstrom seconded motion to charge a fee in the amount of \$50.00 for rental of all town facilities, along with a deposit in the amount of \$50.00. Deposit check will be returned so long as the facility is left in condition agreed upon in Usage Reservation Agreement. The rental fee will exclude any tax exempt 501-C3 501-C4 groups renting the facilities. All non-residents and businesses will be charged the \$250.00 rental fee and the \$50.00 deposit as it stands now. Motion not passed, vote 2 in favor and 1 opposed.**

Supervisor Shute tabled discussion for next meeting when Councilman Knapp and McConnell are present.

7. Recreation and Youth

8. Safety – Councilman Doolittle advised that the condition of the Highway Garage is in question and he is not sure when the Insurance Inspector is coming back to inspect. He advised that the roof is leaking and not sure what condition the rafters are in. Doolittle also advised that Superintendent Greeley has not yet opened the wall to see what condition the Building Support Structure is in. Councilman Ohstrom asked if there is someone else who can inspect the building besides the insurance company. Doolittle commented that once it is established that certain repairs are needed we can apply for a grant and that we do need the inspection before acting on a grant application

9. School District Liaisons

10. Service Awards

11. SOTS & OCRRA

12. SPEDES

9. LITIGATION & OTHER LEGAL MATTERS

10. UNFINISHED BUSINESS & ACTIVE PROJECTS - Councilman Ohstrom advised that he did purchase 5 fireproof safes at a cost of \$490.00, which is a tremendous price. Supervisor Shute advised that they could go in Town Supervisor's office and that the Town historical items that Roy Dodge has can be stored safely in them.

11. NEW BUSINESS

12. Suggestions for improvement and positive contributions

13. Executive Session – Supervisor Shute moved and Ohstrom seconded motion for the Board, the Attorney and the Budget Officer go into executive session at 7:38 p.m.

At 8:03 p.m. Executive Session was closed. No Actions were taken.

14. Motion to audit and pay bills.

**Councilmen Doolittle moved and Ohstrom seconded the motion to audit and pay bills. Motion carried 3-0.**

<b>General Fund</b>	<b>8730-8739</b>
<b>Highway Fund</b>	
<b>Special District</b>	
<b>Trust &amp; Agency</b>	
<b>Community Development &amp; Capital Fund</b>	

**Councilmen Ohstrom moved and Doolittle seconded the motion to adjourn the meeting. Motion carried 3-0.**

The Regular Town Board Meeting was adjourned at 8:13 PM.

Respectfully submitted,

Jacqueline Roorda  
Town Clerk