

**TOWN OF HECTOR
REGULAR AUDIT MEETING
December 12, 2017**

Members Present:

Alvin J. White, Supervisor
Beverly Morley, Councilwoman
Michael Bergen, Councilman
Justin Boyette, Councilman
William Preston, Councilman

John White, Councilman – Absent

Others:

Jane M. V. Ike, Clerk
Randy Rappleye, Highway Superintendent
Barb Kelley Jessica Rodgers
Bill & Denise Fletcher
Ralph Ward Ben Dickens
Bob Barton Jessica Rodgers
Ben Dickens Liz Martin
Carl Langenfeld Van Harp
David Patterson, Code Officer
Mellissa Chipman

Called to order by Supervisor A. White at 7:00pm followed by Pledge of Allegiance.

RESOLUTION #139 – offered by B. Morley, seconded by M. Bergen

Resolved to approve the minutes of November 9, 2017 as written. Ayes 5, Nays 0

RESOLUTION #140 – offered by B. Preston, seconded by B. Morley

Resolved to approve and authorize the Supervisor to make the following Journal Entries and budget amendments: transfer \$920.00 from A1450.4 Elections to A1450.41 Elections; transfer \$3277.40 from A7110.23 Park Property Upgrade to A7110.4 Park Contractual; transfer \$15.00 from A1990.4 Contingency to A75110.4 Historians Contractual; transfer \$285.00 from DA9089.9 Employee Benefits Uniforms to DA9090.8 Safety Test & Training; and transfer \$179.96 from Water Fund Balance to SW8310.2 Equipment. Ayes 5, Nays 0

RESOLUTION #141 – offered by M. Bergen, seconded by B. Preston

Resolved to have audited and further authorize the Supervisor to pay the bills from the following funds: General Vouchers #339 thru #372 - \$25,853.78; Highway Vouchers #270 thru #287 - \$22,168.70; Water District Vouchers #206 thru #227 - \$9,263.16; and Trust & Agency Vouchers #22 thru #23 - \$1,123.52. Ayes 5, Nays 0

Public Comment: 7:06pm - none

Jones Cemetery: Bill Fletcher, President of Jones Cemetery Association gave a brief overview of the Cemetery and its operations. Began in 1832; all volunteer association; 1100+ burials to date; having difficulty getting string trimming done; asking for assistance with push mowing and string trimming; once in the spring and another time mid-summer if possible.

Supervisor A. White commented that the Town is well aware that cemeteries are struggling; recent change in state laws allows us to assist Cemetery Associations to keep them operating; we have monies budgeted for 2018 that should allow assistance for Jones Cemetery along with Mecklenburg. Board concurs to assist Jones Cemetery with push mowing and string trimming as requested.

Department Reports:

Highway: Superintendent Rappleye reviewed activities for past month including boom mowing; light grading; cold patching; ditching; shoulders pulled; guard rail on Middle Road installed; #12

plow repaired; Shuler Road yellow flags on culvert have been cleared. Hired Buck Donahue as a part time sub-MEO for plowing purposes.

Strong Road McIntyre Settlement Cemetery cleaned up; trees and brush removed; will cover low cut stumps with top soil; many stones are flat; a neighbor has some paperwork that could be of historical value.

Burdett Shared Services Agreement: Agreement would be for purposes for road repairs, snow plowing, etc. Agreements are now only valid for 5 years at a time; the Mayor has been sent a copy to review. Asked the Board to review prior to end of year meeting.

RESOLUTION #142 - offered by A. White, seconded by B. Morley
Resolved to appoint Patrick “Buck” Donahue as a sub-MEO effective immediately for snowplowing purposes. Ayes 5, Nays 0

Code Enforcement: Officer Patterson reported number of permits issued to date; along with completions; solid fuel permits; breakdown of type of permits; 51 single family homes; special permits; construction value; permit fees collected; fire inspections – 20 done, 8 pending corrections; 5 more to be notified; 4 on going property maintenance issues.

Perry City Mini Park: – NYS DOT is requesting that we figure out a more permanent solution to the neighbor continually parking unregistered/uninsured vehicles on the property. We asked Sheriff’s Department to visit; vehicles have been moved; we need to respond to NYS DOT with progress.

Replacement Vehicle: – State Bid price for a Ford Escape all-wheel drive \$21,730.20; Supervisor White reported that there are surplus funds in B to fund purchasing a vehicle; questions asked regarding size of engine, etc. Are there any Subaru on State Bid? Can we investigate further before making a decision? Code Officer Patterson will research further.

Water District: Superintendent’s written report reviewed by Supervisor A. White covering water pumped and filtered; shut off repairs; DOH reports filed; 1 new service installation; meter replacements; PALL system up and running; flushing hydrants completed and all winterized; 3 phase power imbalance in November; ran generators for a few days until issue could be resolved; new Burdett Fire Station’s back flow prevention has been approved by DOH; training completed; shared tractor may need a clutch soon.

RESOLUTION #143 – offered by A. White, seconded by J. Boyette
ORDER OF THE TOWN BOARD OF THE TOWN OF HECTOR
THE TOWN BOARD OF THE TOWN OF HECTOR HEREBY ADOPTS THE FOLLOWING ORDER PURSUANT TO TOWN LAW SECTION 209-d, WITH RESPECT TO THE EXTENSION OF WATER DISTRICT NO. 1 IN SAID TOWN. PURSUANT TO SAID AUTHORITY, IT IS HEREBY ORDERED THAT:

1. The boundaries of said proposed extension are as follows: See Exhibit A attached.
2. Proposed improvements: Approximately 5400 linear feet of eight-inch water main, valves, hydrants and appurtenances along various roads in the Town of Hector. The Improvements will connect to the existing water main in Water District No. 1 at New York State Route 414 at its intersection with Club Seneca Road.
3. The maximum amount proposed to be expended for the proposed extension is \$580,000.00.

4. The estimated cost to the typical one- or two- family home within the water district, as extended, for the formation of the district is \$2,259.22 in the first year after completion of the extension and \$1,109.22 thereafter. This cost was determined by adding the estimated per property costs of repayment of long-term bond financing, repair reserve funding, existing Water District debt service, and the Water District base charge, plus \$1,150.00 in the first year for installation of the water line on the property internal plumbing changes. Costs to a typical unimproved property would be the same, omitting the \$1,150 for the water line and plumbing.
5. The estimated cost of hook-up fees within the extension is \$1400.00 after the first year.
6. Proposed method of financing: bond financing and USDA grant.
7. A map, plan and report for the proposed district extension are on file in the Office of the Town Clerk.
8. The Town Board of the Town of Hector will meet and hold a public hearing to hear all persons interested in the subject of the proposed extension to Water District No. 1 on January 9, 2017 at 7:00 o'clock p.m. at the Town Hall, 5097 NYS Route 227, Burdett, New York.

Exhibit A

**BOUNDARY DESCRIPTION
TOWN OF HECTOR
WATER DISTRICT NO. 1
EXTENSION 1E
SCHUYLER COUNTY, NEW YORK**

December 12, 2017

The Town of Hector Water District No. 1, Extension 1E shall have an exterior boundary described as follows:

Beginning at a point, said point being the northwesterly property corner of Tax Account No. 11.20-1-7 and also being along the easterly shore of Seneca Lake; thence

Easterly, 3,337 feet more or less, along the northerly property lines of Tax Account No. 11.20-1-7, 11.20-1-6 and 12.00-1-80.1 to a point, said point being along a westerly boundary of the Town of Hector Water District No. 1; thence

Southerly, 576 feet more or less, along a westerly boundary of the Town of Hector Water District No. 1 to a point, said point being the centerline of Club Seneca Road as well as a northerly boundary line of the Town of Hector Water District No. 1, Extension 1B; thence

Westerly, 2,845 feet more or less, along the centerline of Club Seneca Road to a point, said point being along the easterly property line of Tax Account No. 11.20-1-27 as well as a westerly boundary line of the Town of Hector Water District No. 1, Extension 1B; thence

Southerly, 503 feet more or less, along the easterly property line of Tax Account No. 11.20-1-27 to a point; thence

Westerly, 228 feet more or less, along a southerly property line of Tax Account No. 11.20-1-27 and 11.20-2-1 to a point, said point being along the easterly shore of Seneca Lake; thence

Northerly, 1,685 feet more or less, along the easterly shore of Seneca Lake to a point, said point being the point of beginning.

Discussion: Carl Langenfeld asked if the cost is born by property owners in proposed extension and will it be turned over to Town. Supervisor A. White clarified that the cost will be paid by the property owners and the system will belong to the Town. Van Harp asked for location clarification. Carl Langenfeld asked if there are still 2 owners opposed. Supervisor A. White Clarified the EDU's that Club Seneca owners will be paying.

Roll Call Vote: B. Preston – Aye; J. Boyette – Aye; B. Morley – Aye; A. White – Aye; M. Bergen – Aye; J. White – Absent Ayes 5, Nays 0

Water Rate Increase: – rates have not been increased in over 3 years; study recommends small increases each year; recommended at 3% - 64.50 to 66.45; overage currently 7.70 will increase to 7.93 for each 100 gallons over 10,000

RESOLUTION #144 – offered by A. White, seconded by M. Bergen

Resolved to approve a Water Rate Increase of approximately 3% making the bi-monthly base bill \$66.45 plus the \$1.12 per thousand reserve fund; greater than 10,000 gallons at 7.93 per 100 effective with usage beginning January 1, 2018 (will appear on March billing). Ayes 5, Nays 0

Smith Park: Manager's Report – nothing to report

Water Project: – should have information tomorrow regarding the grant application; looking favorable. Club Seneca project will not go through Smith Park.

Bill Preston reported that drone fly over of Smith Park went well but ran into a tree; have fixed it and proceeded with video and still photos.

Assessment: – Alan McIlroy reported that County computer systems for RPS are up and running including remote access; will check with Tom Bloodgood regarding Montour joining our CAP; Equalization rate at 100% across the county.

Cold War Veteran's Exemption: Was passed by the County in 2008; some Towns approved; cannot find Local Laws from all the Towns; has been applied at Town level however the Town of Hector has never passed a Local Law; 21 people currently have the exemption that must be removed from 2018 tax bills; we must pursue a local law in order to restore.

Supervisor A. White reported that we do receive taxes on the State Lands; County bills and collects; incorporated in taxable values.

Supervisor: November report and bank reconciliations provided.

Committee Reports: Supervisor A. White will discuss committees with new board members for interests, etc.

Zoning Commission: Discussion of additional appointments to include a member from the Village of Burdett; and the Mecklenburg area. Amend to 10 members from 8

RESOLUTION #145 – offered by B. Preston, seconded by J. Boyette

Resolved to amend Resolution #133 dated November 9, 2017 forming the Zoning Commission to be a 10 member commission. Ayes 5, Nays 0

RESOLUTION #146 – offered by A. White, seconded by B. Preston

Resolved to appoint the following additional members to the Zoning Commission: Larry Jaynes and Michael Bergen. Ayes 4, Nays 0, Abstain 1 (M. Bergen)

RESOLUTION #147 – offered by M. Bergen, seconded by B. Morley

Resolved to approve and authorize the Supervisor to sign the IT Services Contract with Southern Tier Central regional Planning effective 1/1/18-12/31/18 at \$2639.00 (10 days service). Ayes 5, Nays 0

Computer Purchases: State bid pricing thru Dell for 6 computers; 3 with docking stations; 3 without; 2 disk drives; Microsoft Office professional and 5 year warranty/service agreement; Currently have monies in Contingency; Park funded by A7110.23; codes from B contingency; 4 from A contingency \$10,267.57

RESOLUTION #148 – offered by B. Morley, seconded by M. Bergen

Resolved to approve the purchase of 6 computers at a total cost of \$14,836.94 from Dell at state bid pricing and further transfer \$10,267.57 from A1990.4. Contingency to A1680.2 Computer Equipment; and transfer \$2173.81 from B1990.4 contingency to B3620.2 Codes equipment; and from \$2173.81 from A7110.23 to A7110.2 Park Equipment. Ayes 5, Nays 0

Town Clerk/Tax Collector/Court Clerk: Monthly report provided

RESOLUTION #149 – offered by M. Bergen, seconded by B. Morley

Resolved to approve and authorize the Supervisor to sign the Shelter Contract with the Humane Society of Schuyler County effective 1/1/2018-12/31/2018. Ayes 5, Nays 0

RESOLUTION #150 – offered by B. Morley, seconded by B. Preston

Resolved to approve and authorize the Supervisor to issue a Petty Cash check in the amount of \$200.00 to Jane Ike, Tax Collector for the 2018 Tax Collection cycle. Ayes 5, Nays 0

Haefele TV: Notice of Rate increase effective 1/1/18 received.

Carl Langenfeld asked if there was a public service station available where meetings or public hearing could be recorded and broadcast.

Next Meeting: December 29, 2017 at 2:00PM – Year-end Meeting – lunch at 1pm bring a dish to pass.

Miscellaneous/Correspondence:

Finger Lakes National Forest: Comment period regarding Forest Openings Maintenance Project ends December 31, 2017.

Schuyler County Budget for 2018 adopted; Mortgage Tax distributions for April 1, 2017 thru September 30, 2017 received.

AIM Funding – don't believe we have received yet – Supervisor A. White will research.

Adjourned at 9:01pm on a motion by Councilwoman Morley, seconded by Councilman Preston.

Respectfully submitted,

Jane M. V. Ike, Clerk