

**TOWN OF HECTOR
REGULAR AUDIT MEETING
March 8, 2016**

Members Present:

Alvin J. White, Councilman
Beverly Morley, Councilwoman
Justin Boyette, Councilman
John White, Councilman
William Preston, Councilman

Absent: Michael Bergen, Councilman

Others:

Jane M. V. Ike, Clerk
Daniel J. Fitzsimmons, Town Justice
David Patterson, Code Enforcement
Daniel Thorpe, Deputy Highway Supt.
Ralph Ward Bob Barton
Robert Stapleton, Water Superintendent
Bo Lipari Sarah Schantz

Called to order at 6:05pm for the purpose of auditing the books and records for 2016 of Town Justice Daniel Fitzsimmons. Books and records presented by Judge Fitzsimmons.

RESOLUTION #44 – offered by B. Preston, seconded by B. Morley

Resolved to have audited and approve the 2015 books and financial records of Town Justice Daniel J. Fitzsimmons as presented. Ayes 5, Nays 0

Regular Audit meeting called to order at 7:00pm by Supervisor A. White, followed by Pledge of Allegiance.

RESOLUTION #45 – offered by J. White, seconded by B. Morley

Resolved to approve the minutes of February 9 and February 25, 2016 as written.
Ayes 6, Nays 0

No Journal Entries to be presented.

RESOLUTION #46 – offered by B. Preston, seconded by J. Boyette

Resolved to have audited and further authorize the Supervisor to pay the bills from the following funds: General Vouchers #71 thru #107 - \$14750.28; Highway Vouchers #44 thru #61 - \$19484.97; Water District Vouchers #32 thru #48 - \$12894.53; and Trust & Agency Vouchers #6 thru #7 - \$664.39. Ayes 5, Nays 0

Public Comment: 7:02pm - No comments

Department Reports:

Code Enforcement: Officer Patterson reported number of permits issued, number of open permits; 29 completed permits; construction value \$600,000+; \$2245 fees collected to date in 2016; fire inspections will be done in the fall; one new property maintenance violation – property was posted not to be occupied; has now been rented to someone on assistance; property owner has not done sufficient repairs to the house for occupancy. The County DSS has nothing during the application process to be sure the house is habitable and safe; have contacted Social Services to attempt to get something going to prevent uninhabitable properties being rented.

Councilman J. White asked if this situation should not be brought to the County Legislature. Code Officer Patterson is working on getting information to proper departments within the county attempting to get cooperation to be sure these properties are in compliance with current codes. This particular property is owned by someone we have had issues with before. There is an abundance of people in need that are looking for housing in the area and county.

Councilwoman Morley asked if something happens to someone living in a rental property in disrepair; who can they come back on. Code Officer Patterson – not promoting the rental law; don't know how many are out there and how we would manage such a wide spread area. Took address to social services and they had no way to track by address; they needed names of residents; yet cannot confirm if name is receiving rental assistance. Councilman Preston asked if we have a legal representative to determine who would be responsible if something happens in a residence that has not been inspected prior to DSS allowing people to reside in uninhabitable places.

Code Officer Patterson just received notice of a proposal to build 40 cabins on a property in the Town of Hector. Councilwoman Morley asked about 10 houses on Giles Road. Nothing more has been submitted on those. A developer is proposing 40 units on Rose Lane; DEC is requiring lots more information before they proceed.

Liquor License Renewal: A letter regarding renewal of their Liquor License was received from Silver Springs Winery LLC.

Highway: Superintendent Rappleye is in Albany for lobby days. Superintendent Rappleye's written report reviewed by Deputy Superintendent Dan Thorpe covering rain events, minor wash outs; Williamee Road opened in late January; will be finished after May 15; CPE Interlink completed the fire alarm system installation in the Highway Garage; it is active on line; monies received from Auctions International for equipment sold. F250 is ordered.

Asked for permission to order the F550 at a cost of \$72405.06 by piggy backing on the Onondaga bid based on quote from VanBortel Ford. Councilman J. White asked if we have to borrow; no we budgeted for this purchase.

Councilman J. White asked Dan to go up Sirrine Hill to check a hole in the road that is in need of stone or something. There are a few soft spots showing up on some roads.

RESOLUTION #47 – offered by J. White, seconded by B. Preston

Resolved to authorize the Highway Superintendent to proceed with the purchase of a 2016 Ford F550 by piggy backing on the Onondaga County bid at a cost of \$72,405.06 Ayes 5, Nays 0

Proposed Local Law: Draft of proposed Local Law governing Driveway Permits presented to the Board for review. We have recently learned that the process we have been using for driveway pipes and installation is no longer proper according to the state. Information was provided to our Town Attorney to prepare. Draft will be discussed next month after the Board has had an opportunity to review.

Water District: Superintendent Stapleton reported the number of gallons pumped and treated; DOH reports done; 2015 water withdrawal report done; test samples done and up to date.

NYS revised total coliform rule; we must set up sampling spots within our district; location must have five up and five down locations in case of a bad sample; we may have to install some sampling stations in order to have the proper place to sample; one station may have to be placed on CR 4 and maybe near North & South Falls Road; will have a plan by the end of the month. Councilman J. White asked questions regarding what it was and requirements. Site must meet certain criteria; must be able to be blown out with air; DOH mandating requirement. ANOTHER unfunded mandate. Councilwoman Morley asked what they would be sampling. Superintendent Stapleton covered what we sample and how often; questions asked about news article regarding lead in schools. Our lead and copper numbers are good; problems arise when water sits in pipes for a period of time.

Water meters read; as of today 86 water meters (64 recent) have battery failure; \$120 cost for each meter = \$10,320 needed to replace all 86; some things have changed regarding what heads can go on what meters, etc.; meters with serial numbers 45 and 52 are the ones with problems. Councilman J. White asked who bears the cost of these replacements; water customers. Supervisor A. White clarified who pays for Water District expenses; all funded from the people in the water district; rest of community does not pay for these. We can cover this expense from the water repair reserve funds; we are losing revenues; need to get replaced. To replace all the meters, software and hand held reading system with something different would cost approximately \$147,000 to \$165,000 plus support. Every meter company will tell you they are the best company in the world. Census is probably the most popular. Went with Josh to read this time; working transmitters are picking up nearly 2 miles away; it will take some time to get these dead ones changed out; old meters will still continue to fail due to age; a lot in Burdett are original installation from beginning of system.

Councilman J. White asked if the proposed 40 units on Rose Lane would be in the district. Water Superintendent Stapleton needs more information to make that determination.

RESOLUTION #48 – offered by A. White, seconded by B. Preston

Resolved to advertise to expend \$10,320 from the Water Repair Reserve funds to purchase 86 complete meters.

Discussion: Councilman J. White – not convinced that replacing half assed broken meters now and then we decide in a year or so to change systems is the smart thing to do. Supervisor A. White explained that this is an instance that we really do need to do this; we are losing revenues by not being able to read this many meters. Superintendent Stapleton indicated he would love to have a brand new system; but that is very costly and we need to do something now. Councilman Preston asked how many meters have failed in the whole system. We have already replaced 122; only 1/5th left to be replaced. Ayes 5, Nays 0

Superintendent Stapleton continued his report covering requests for new services on Route 414 and one in Burdett. Pall system in good working condition; Air compressor #2 experiencing some issues; activation/deactivation switches we currently use need to be upgraded; waiting on quotes; both trucks operating and running; SCCADA alarm system working; backup generators serviced and working. Annual review and training on Safety Data Sheets is done; DOH annual inspection from August 3, 2015 report received; a few things have been completed; always list low water pressure; first time put in report that we should gradually start replacing all the asbestos water mains; how much would it cost to dispose of the pipe? Asbestos tests all passed; very little shear breaks; strength wise very good, delicate to dig around. Lighting in eye wash station installed; should continue trimming of trees; draining of vaults and pits; 25 miles of pipe with so few customers is a small system covering a large area. Questions asked regarding capacity for growth – we have room to grow; may need to do another infiltration gallery in the future; engineering study status regarding growth, etc.

Superintendent Stapleton covered what samples are required by Health Department; they require some every year, some every 3 years, 9 years, etc.; we get notified annually by DOH of what to test and where to test.

Wash out during last rain event at State Route 414 and Covert Road; cross over pipe plugged, water went over the road; our water line exposed; covered with straw for a few days; DOT is going to make some sort of pad out there to prevent plugging.

RESOLUTION #49 – offered by A. White, offered by B. Morley

Resolved to authorize Superintendent Robert Stapleton to attend the annual Water Conference May 16-19, 2016 in Lake Placid. Ayes 5, Nays 0

Smith Park: Park Manager Bond has been excused; written report reviewed by Supervisor A. White. Requested appointment of Lois Brown as Park laborer. Bo Lipari asked if she was related in any way – no.

RESOLUTION #50 – offered by A. White, seconded by J. White

Resolved to appoint Lois Brown as a Smith Park laborer at the rate of \$11.00/hour for no more than 24 hours/week starting March 28, 2016 through the closing date of the 2016 park season.

Discussion: Any benefits? None for part time. Ayes 5, Nays 0

Councilman J. White asked to be excused at this point in the meeting.

Supervisor's and Committee Reports:

Grants: SCOPED does research for grants – would like to ask them to search or assist in finding and applying for grants for the water system, Smith Park and for a salt storage building. Would need to formalize an agreement with them for 16 hours of grant writing. Councilman Preston asked if there in anything else we could look into for grants; appears to be a considerable amount of monies available for water systems; totally agree that the water system in the Park needs replacing; long term we need to continue improving and taking care of some issues within the water district. Not opening the park for overnight camping until May 13.

Building Committee: Need to begin the process to get a salt storage building in order to get salt under cover; second priority would be highway garage. We have a building reserve fund; looking for funding to help or at least matching funds.

Public Safety: We need to update our Disaster Plan; Emergency Management is running another training in June. Would like to put together a resolution to move forward on the Mecklenburg Ambulance District; would like to get moving next month and then proceed to public hearing; will get some draft information out before the April meeting.

Assessment: Will try to set up another meeting with the County to discuss what has improved and what has not.

Route 414 Corridor: Initial meeting expected with the State at the end of March; plan to include interested residents and businesses from that area.

Dumpster Day: June 4 is the date for 2016. Waiting to advertise until we know the status of electronics, especially CRT's which is expected in April.

Town Clerk/Tax Collector:

RESOLUTION #51 – offered by B. Morley, seconded by J. Boyette

Resolved to authorize Clerk Jane Ike to attend the annual NYS Town Clerk's Association Conference April 17-20, 2016 in Saratoga Springs. Ayes 4, Nays 0

Other Business:

RESOLUTION #52 – offered by B. Preston, seconded by J. Boyette

Resolved to authorize the following to attend the STCR Training in Corning March 31, 2016: Judge Jaynes, Clerk Ike, Councilman Bergen, Councilman Boyette, Councilman Preston and Supervisor A. White. Ayes 4, Nays 0

Junk Yard License Renewals: Licenses run from April 1, 2016 – March 31, 2017. Discussion of drive by inspections done by Board members.

RESOLUTION #53 – offered by A. White, seconded by B. Morley

Resolved to approve the Junk Yard Licenses for Schuyler Wrecker & Auto Parts, William Joe Brown; and Coxy's, Michael Cox effective April 1, 2016 through March 31, 2017.

Ayes 4, Nays 0

Haefele TV: Letter regarding rate increase effective 4/1/16 reviewed.

Election Schedule for 2016: If there is a September primary, our regular meeting will need to be changed.

Miscellaneous/Correspondence/ Others/Etc.:

Community Science 2014 annual report; public volunteer symposium is coming up at Green Star in Ithaca.

Bo Lipari asked about budget monies authorized last month regarding deputy clerk's reports being behind. Clerk Ike explained that this expense has nothing to do with the Clerk's office or the Deputy Clerk. Supervisor A. White explained it is the accounting that is several months behind; we hired a CPA to catch up. Bo Lipari asked how did this happen; we have 3 bookkeepers and 3 assistants. Supervisor A. White explained that we do not have 3 bookkeepers; working to catch up and working on a plan to stay current; we will get caught up and will not get behind again; fixing things as we go; plan to improve the process and reports; will do more charting for people to better understand how their money is being spent.

Councilman Preston explained that all this is very overwhelming to begin with; lots to learn. Bo Lipari agreed that it was a lot to wrap yourself around to begin with. Councilman Preston commented that the day of politics died the day after the election; work for all the people of the town. Supervisor A. White thanked everyone for attending.

Adjourned at 8:35pm on a motion offered by B. Preston, seconded by B. Morley.

Respectfully submitted,

Jane M. V. Ike, Clerk