

TOWN OF HECTOR
2016 Re-organizational Meeting
January 5, 2016

Members present:

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

Others:

Jane M. V. Ike, Clerk
John White
Barb Kelley
Randy Rappleye, Highway Superintendent
Dan Thorpe Richard Bump
Jeff Mangus Bob Barton
David Patterson, Code Enforcement

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

Public Comment: Councilwoman Morley welcomed new board members

Appointment to Vacant Board Seat: Supervisor A. White reviewed the status of his vacant council seat. The board can appoint someone to fill for the remainder of this year; position will be on the ballot in November.

RESOLUTION #1 – offered by A. White, seconded by M. Bergen
Resolved to appoint John White to the vacant Town Board seat effective immediately through December 31, 2016. Discussion: none Ayes 4, Nays 1 (J. Boyette)

Oaths of Office: Clerk Ike administered the Oath of Office to the New Board Members and Supervisor.

Rules and Procedures for Meetings: Supervisor A. White read and reviewed proposed rules for Meetings and Public Hearings.

RESOLUTION #2 – offered by A. White, seconded by B. Morley
Resolved to approve the following Rules and Procedures for Town Meetings:
Whereas, Town Law, §63 provides that the Town Board may determine the rules of its procedure; Now, Therefore Be It Resolved that the following Rules of Order be and the same are hereby adopted pursuant to Town Law, §63:
Rules of Order of the Town Board of the Town of Hector
1. The Supervisor shall preside at all meetings of the Board and shall preserve order and decorum in debate.
2. The Supervisor, immediately following the opening of every regular meeting of the Board, shall proceed to the regular order of Town business as follows: approval of minutes, journal entries, auditing of bills, reception of petitions and other communications addressed to the Town Board, reports of officers and departments, reports of committees, and introduction of resolutions and motions.
3. Every resolution or motion must be seconded before being put to a vote by the Supervisor, and all resolutions or motions shall be recorded in their entirety in the official minutes of the Town Board.
4. The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purpose.
5. No member shall speak more than once on any questions until every member choosing to speak shall have spoken.

6. When a question is under debate, no motion shall be entertained unless (a) for an adjournment or recess, (b) for the previous question to lay on the table, (c) to postpone to refer to a committee, or (d) to amend. These latter motions are neither amendable nor debatable.
7. No motion shall be made to offer any amendment to an amendment already before the Board on any proposition.
8. A majority vote of all the members of the Board shall be required to suspend these rules of order. A majority of the Board shall constitute a quorum.
9. If the above stated rules are, or become at any time, in conflict with the statutory law, the statutory law shall take precedence.
10. No member of the public shall engage in any demonstration, booing, hand clapping or otherwise disrupt the formality of a town board meeting.
11. Any persons speaking to the Board with the consent of the Supervisor shall address their remarks to the Board, not to other members of the audience in the form of a debate.
12. Public Hearings: It shall be the duty of the Supervisor to preside at all general or special business/public hearings to instruct all persons addressing the Board to state their names and addresses and to request those in favor of the proposal before the Board to speak first and those in opposition to speak last. At such hearings the Board may by special rules prescribe the time to be allotted to each speaker and the number of times each speaker may speak.
13. At the close of the public hearing as provided for in paragraph “12” above, the Supervisor may grant any member of the general public in attendance at such meeting a reasonable opportunity to be heard on any question or subject in which the Town or its government is concerned.

Discussion: Supervisor A. White stated any resolution that affects policies or procedures should be presented in writing prior to meeting; should not be voted on until all council members have had a chance to review and research. In the absence of the Supervisor the Deputy Supervisor will preside over meeting. Councilman Preston asked how the decision was made for who goes first. Supervisor A. White took this from State recommendations. Ayes 6, Nays 0

Department Reports

Highway:

Emergency Authorization to rent Equipment and purchase food reviewed.

RESOLUTION #3 – offered by M. Bergen, seconded B. Morley

Resolved to authorize the Highway Superintendent to rent equipment and purchase food as may be necessary in any emergency situations during 2016. Discussion: Councilman White asked why food would be approved. It was explained that it would only be necessary in extreme emergencies where the crew would not have the opportunity to get home, etc. Ayes 6, Nays 0

Highway Superintendent & Deputy Appointments: Both are 2 year terms.

RESOLUTION #4 – offered by A. White, seconded by J. White

Resolved to appoint Randy Rappleye as Highway Superintendent effective January 1, 2016 thru December 31, 2017. Ayes 6, Nays 0

RESOLUTION #5 – offered by A. White, seconded by B. Morley

Resolved to appoint Daniel Thorpe as Deputy Highway Superintendent effective January 1, 2016 thru December 31, 2017. Ayes 6, Nays 0

Water District:

RESOLUTION #6 – offered by A. White, seconded by J. White

Resolved to appoint Chatfield Engineers as Water District Engineers for 2016. Discussion: Councilman Preston asked what their rates were; Clerk Ike reviewed rates for 2016; Councilman J. White asked if this needed to be done through competitive bidding. Supervisor A. White explained that Towns are not required to bid for engineers. Ayes 6, Nays 0

Code Enforcement:

RESOLUTION #7 – offered by A. White, seconded by B. Morley

Resolved to appoint David G. Patterson as Code Officer Assistant for 2016. Discussion: Councilman J. White asked assistant to who; Clerk explained Civil Service status and that no exam has been offered since he was hired; David has all of the required training but will still need to take the examines to be recognized by the state; there might be one scheduled in February. Ayes 6, Nays 0

Smith Park: nothing to report

Supervisor:

RESOLUTION# 8 – offered by A. White, seconded by J. White

Resolved to appoint Michael Bergen as Deputy Supervisor effective January 1, 2016 thru December 31, 2019. Ayes 6, Nays 0

RESOLUTION #9 – offered by A. White, seconded by J. White

Resolved to appoint Janine A. Bond as Bookkeeper to the Supervisor effective January 1, 2016 thru December 31, 2019. Ayes 6, Nays 0

RESOLUTION #10 – offered by A. White, seconded by J. White

Resolved to appoint Irene VanNederynen as Account Clerk part time effective January 1, 2016 thru December 31, 2019. Ayes 6, Nays 0

Supervisor A. White reviewed his committee appointments and expected duties; and further made the following Committee Appointments for 2016: Councilman Bergen stated Committee meetings are open to the public if they are interested in participating.

Personnel:

Alvin White
Michael Bergen
Bill Preston
Janine Bond

Assessment:

Beverly Morley
John White
Alvin White

Infrastructure:

Alvin White
Beverly Morley
John White
Jane Ike
Randy Rappleye
David Patterson

Highway:

Alvin White
Michael Bergen
Justin Boyette
Randy Rappleye
Dan Thorpe

Dumpster Day:

Alvin White
Bill Preston
Michael Bergen
Jane Ike

Communications:

Alvin White
Justin Boyette
John White
Jane Ike

Public Safety:
Alvin White
Bill Preston
John White

414 Corridor Task Force:
Alvin White
Bill Preston
Justin Boyette

Smith Park:
Alvin White
Bill Preston
Justin Boyette
Janine Bond

Economic Development:
Justin Boyette
Michael Bergen
Alvin White

RESOLUTION #11 – offered by A. White, seconded by M. Bergen
Resolved to appoint Robert Halpin as the Attorney for the Town for 2016 at \$125.00 per hour.
Ayes 6, Nays 0

RESOLUTION #12 – offered by B. Morley, seconded by W. Preston
Resolved to re-appoint Charles Stevenson as the Town of Hector representative to the Schuyler County EMC effective January 1, 2016 thru December 31, 2017. Ayes 6, Nays 0

RESOLUTION #13 – offered by A. White, seconded by J. Boyette
Resolved to appoint Sandra Bradford as Town Historian for 2016 and Doris Pike as volunteer Deputy Historian. Ayes 6, Nays 0

Board of Assessment Review: We still need to fill the vacancy; discussion of applications on file; some board members would like to see it re-advertised.

RESOLUTION #14 – offered by J. White, seconded by M. Bergen
Resolved to advertise to fill the vacancy on the Board of Assessment Review with applications due by February meeting. Ayes 6, Nays 0

Meeting Dates and Times: Discussion of where and when for Board meetings; suggested to hold occasionally at one of the fire houses; logistical problems of doing that explained.

RESOLUTION #15 – offered by M. Bergen, seconded by B. Morley
Resolved to designate the 2nd Tuesday of each month at 7:00pm at the Town Hall as the Time and Place of Monthly Town Board Meetings for 2016. Ayes 6, Nays 0

RESOLUTION #16 – offered by A. White, seconded by M. Bergen
Resolved to set January 21, 2016 at 7:00pm for the Annual Financial Audit meeting.
Ayes 6, Nays 0

RESOLUTION #17 – offered by M. Bergen, seconded J. White
Resolved to designate Chemung Canal Trust Company as the depository for Supervisor's, Town Clerk/Tax Collector's & Town Justices accounts for 2016. Further resolved to authorize the use of Chemung Canal Trust Company, Tompkins Trust Company Odessa Branch, and Community Bank Watkins Glen for other investments as may be needed or necessary in 2016.
Ayes 6, Nays 0

RESOLUTION #18 – offered by B. Preston, seconded by J. Boyette

Resolved to designate the Watkins Review & Express as the official paper for the Town of Hector for 2016. Discussion: Councilman J. White pointed out that this is an unjust law; not all of the Town gets that paper. It was explained that the law requires they be posted in a published newspaper in the county. Ayes 5, Nays 1 (J. White)

RESOLUTION #19– offered by J. White, seconded by M. Bergen

Resolved to authorize the Supervisor to pay all payrolls, contracts, registrations, phone, electric, utilities and postage prior to audit in 2016 as may be needed. Ayes 6, Nays 0

Mileage re-imbursement: Supervisor A. White reviewed the mileage reimbursement that has been at \$.45 per mile for many years; feels this should be raised; federal rate is \$.54; recommend raising to \$.50. Councilwoman Morley stated gas prices have gone down; Councilman J. White indicated the same problem every year at the school and they finally set a policy to always adopt the IRS guidelines so they don't have to review regularly.

RESOLUTION #20– offered by J. White, seconded by M. Bergen

Resolved to create a policy setting the rate to follow the standard IRS recommended mileage reimbursement rate to be voted on January 12, 2016 to be retroactive to January 1, 2016.

Discussion: If this is set as a policy the Board will not have to revisit this annually.

Ayes 6, Nays 0

Miscellaneous/Correspondence:

Association of Towns Annual training is February 14-17 in New York City.

Others/Etc.:

Jeff Mangus asked the Town Board to research going back to an individual assessor and leave the county assessing program. Supervisor A. White stated he will set up a committee to do some research and look at the situation. Many board members and residents are not happy with the current situation; the process needs to be significantly improved.

Councilman J. White stated the Assembly in Albany is back in session tomorrow; they will begin giving out monies; he will ask what's available.

Supervisor A. White informed the Board that the Town of Orchard Park is pursuing improvements to the tax cap process; Ben, Mike and Alvin signed letters of support for them. We also need to continue to address the capping of sales tax by the county.

Councilwoman Morley indicated if we left the county assessment program we would have to pay back monies to the county/towns in our Assessment CAP; and it is getting very difficult to find someone with the state required education and experience. Discussion continued.

Adjourned at 8:30pm on a motion by Councilman J. White, seconded by Councilwoman Morley.

Respectfully submitted,

Jane M. V. Ike, Clerk