

TOWN OF FORESTPORT
TOWN BOARD MEETING MINUTES
WOODGATE FIRE HALL
July 18, 2007

**Town of Forestport
Regular Town Board Meeting Minutes @ 6:30 p.m.
Woodgate Fire House
June 20, 2007**

PRESENT

**Councilman-Brian Fox-Left @ 9:10 p.m.
Councilman-Frederick Ritter
Councilman-William Rockhill
Councilwoman-Maryann Rubyor
Supervisor-Joan Ingersoll
Attorney-William Riley
Highway Superintendent-William Gardner**

ABSENT

- 1. CALL TO ORDER:**
- 2. TOWN CLERK MINUTES:**

***** A Motion was made by Councilman William Rockhill and seconded Councilwoman Maryann Rubyor to accept the Town Board Meeting Minutes from June 20, 2007. Roll call vote:**

**Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES**

GENERAL ABSTRACT:

***** A Motion was made by Councilman Frederick Ritter and seconded by Councilman William Rockhill to pay General Abstract # 7 Vouchers # 400 - 462 in the amount of \$58,775.77. Roll call vote:**

**Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES**

ESCROW/Panning and Codes Department:

***** A Motion was made by Councilman William Rockhill and seconded by Councilman Brian Fox to pay Escrow abstract # 4 Vouchers 9 – 19 in the amount of \$806.92. Roll call vote:**

**Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES**

CDBG (HUD GRANT) ABSTRACT:

*** A Motion was made by Councilman Brian Fox and seconded by Councilman William Rockhill to pay CDBG Grant Abstract # 7 Vouchers 21 - 25 in the amount of \$41,833.64. Roll call vote:

Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

HIGHWAY ABSTRACT:

*** A Motion was made by Councilman William Rockhill and seconded by Councilman Frederick Ritter to pay the Highway Abstract # 7 Vouchers 211 - 224 in the amount of \$10,531.90. Roll call vote:

Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

3. JIM O'NEILL:

- One project to approve/single family home
- 2 are out to bid
- 1 more to go to bid
- 1 is completed from the Last Town Board Meeting
- Close to finishing
- Councilman Brian Fox asked if one is pass for some reason can the HUD Grant go back and pick that person back up.
- Jim O'Neill said it has never been done , but might be done if need to be

*** A Motion was made by Councilman Brian Fox and seconded by Councilman William Rockhill to accept the bids for the CDBG Grant Project # FP0706. Roll call vote:

Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

4. ATTORNEY WILLIAM RILEY:

- Attorney William Riley will be coming to this meeting

5. TOWN CLERK REPORT:

- The Town Shares \$49.37

6. SUPERVISOR REPORT:

- Separate packet for the Supervisor report was reviewed

7. JUSTICE REPORT:

- Report from Jan – June 2007 was reviewed

8. NOCOOG:

- Grant has been approved for the Web-Site. The money should be here sometime in September – 2007
- Dues will be \$500.00 a year beginning 2008
- This will cover a software, scanner, camera and one year membership. Different forms and Planning and Codes application can be copied from there. Town Clerk minutes, People who are in office.
- Supervisor Joan Ingersoll asked if this will be like the Indexing which has not been a big help. Gerry Ritter said that will be up to a person to keep it up to date.
- There are training classes coming up for the Codes Department in August -2007.
- Councilman William Rockhill will investigate the ATV user group meetings. He will contract Boonville Supervisor Guy Case for more information

9. CAP 21:

- Project Status form report was reviewed
- The Town Board talked about the money that is left in this grant that the town was used as a “Pass through Bank Account” Supervisor Joan Ingersoll said yes there is still money. They are Vouchering for the money in a different way so the Town is share to get it back. This was \$50,000.00 originated 2004.

10. OLD BUSINESS:

- Town Clerk Kathy A. Schmelzle has sent all the Ambulance Companies a certified letter to see if we can get them in to sign their 2007 contracts
- On the Dutch Hill Ballfield has reached an agreement with the Doktor's for the use of the field. Supervisor Joan Ingersoll read the contract. The contract will be \$250.00 a year

***** A Motion was made by Councilman Brian Fox and seconded by Councilman William Rockhill for Supervisor Joan Ingersoll to sign the Contract with the Doktor's for the use of part of the Ballfield. Roll call vote:**

Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

- The field is looking great. No parking signs are working on Dutch hill, but a letter needs to be sent to the Kernan to ask permission to park on his land

11. OLD BUSINESS PUBLIC:

- Tommy DePasquale told the Town Board the DEC will be up to check the Road in Otter Lake. They will be coming July 25 or 26, 2007. Tommy DePasquale will keep the Town Board up to date

12. ASSESSORS:

- Report was reviewed
- Sale transfers were reviewed
- Mr. Maxwell letter was read. He is offering his Professional Services to review the Roll for 2008 year. He will review the sales and make recommendations and changes on what to do to keep the roll at 100%. He will also aid the Assessors in valuing the new construction.
- If the Town is interested the cost is a flat rate of \$10,000.00.
- Councilman Brian Fox would like the original contract checked because he believes that it is already in the contract for 2008 that is coming back to check the roll.
- The Town Board has a local law to review for the purpose of going to one Sole Assessor. There will have to be a Hearing soon if this is the Town Board choice
- Betty Graff will be leaving Aug 31, 2007.

13. NEW BUSINESS:

***** A Motion was made by Councilman Frederick Ritter and seconded by Councilwoman Maryann Rubyor to go into an Executive Session for Legal issue @ 7:42 p.m. Roll call vote:**

**Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES**

***** A Motion was made by Brian Fox and seconded by Councilman William Rockhill to come back from Executive Session @ 9:08. NO ACTION was taken. Roll call vote:**

**Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES**

- Wigwam Tavern is renewing their Liquor License
- Supervisor Joan Ingersoll and Town Clerk Kathy Schmelzle went for training on document Imaging.
- There will be a DOT meeting on Central Adirondack trail Scenic Byway. This will be in Blue Mountain
- Letter was received from County of Oneida office of the County Executive form us hooking up with them for E-Bay, but this is very costly
- Flood Gants are available

***** A Motion was made by Councilman Frederick Ritter and seconded by Councilwoman Maryann Rubyor to advertize for an Assessor's Clerk and a Grants Writer. Roll call vote:**

Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

14. NEW BUSINESS-PUBLIC:

- Nothing from the public

15. HIGHWAY:

***** A Motion was made by Councilman William Rockhill and seconded by Councilman Frederick Ritter from Supervisor Joan Ingersoll and William Gardner to sign the Snow and Ice contract for 2007/2008. Roll call vote:**

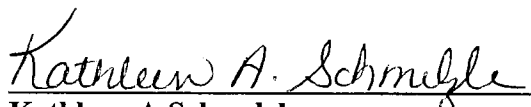
Councilman-Brian Fox-YES
Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

- Town Clerk Kathy Schmelzle has found the roads and mileage of the road for information.

16. PLANNING AND CODES:

- A hearing needs to be set next Town Board meeting for the Roads and Sub-division
- This need to have some work done on the law before the hearing
- The Town Board talked in great length about the Private Roads

Meeting was adjourned @ 10:00 p.m.
Respectfully Submitted


Kathleen A Schmelzle
Forestport Town Clerk

TOWN OF FORESTPORT
SEWER DISTRICT MEETING MINUTES
OTTER LAKE FIRE DEPARTMENT
July 18, 2007

**Town of Forestport
Special Sewer District Meeting Minutes @ 9:30 p.m.
Otter Lake Fire Department
July 18, 2007**

PRESENT

Councilman-Brian Fox
Councilman-William Rockhill
Councilwoman-Maryann Rubyor
Supervisor-Joan Ingersoll

ABSENT

Councilman-Frederick Ritter

1. **CALL TO ORDER:**
2. **TOWN CLERK MINUTES:**

*** A **Motion** was made by Councilwoman Maryann Rubyor and seconded by Councilman William Rockhill to accept the July 18, 2007 Sewer District Meeting Minutes. Roll call vote:

Councilman-Brian Fox-**ABSTAIN**
Councilman-William Rockhill-**YES**
Councilwoman-Maryann Rubyor-**YES**
Supervisor-Joan Ingersoll-**YES**

ABSTRACT:

*** A **Motion** was made by Councilwoman Maryann Rubyor and seconded by Councilman William Rockhill to pay Sewer Abstract # 8 Vouchers # 74-81 in the amount of \$640.42. Roll call vote:

Councilman-Brian Fox-**YES**
Councilman-William Rockhill-**YES**
Councilwoman-Maryann Rubyor-**YES**
Supervisor-Joan Ingersoll-**YES**

3. **OLD BUSINESS:**

- The Back hoe is now in working order per William Gardner
- Councilman Frederick Ritter will be getting the sewer pipe fixed on Division Street soon
-

4. **NEW BUSINESS:**

*** A **Motion** was made by Councilwoman Maryann Rubyor for the following transfer that the Town Clerk will attach to the minutes. Roll call vote:

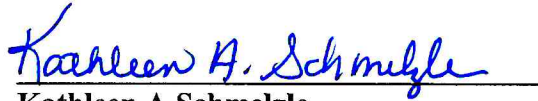
Councilman-Brian Fox-**YES**
Councilman-William Rockhill-**YES**
Councilwoman-Maryann Rubyor-**YES**
Supervisor-Joan Ingersoll-**YES**

- The Sewer report were reviewed
- Discharge report was reviewed

5. **NEW BUSINESS-PUBLIC:**

- Nothing from the public

Meeting was adjourned @10:27 p.m.
Respectfully Submitted



Kathleen A Schmelzle
Sewer Clerk

Memo To: Town of Forestport Town Board

From: Dawn Campbell

Subject: Pay back of money borrowed (Due To & Due From)

Pay back done 8/7/07

Sewer

Repay General for money loaned to Sewer for
8/30/06, 9/27/06, 10/25/06 & 11/16/06
(payrolls & bills)

Sewer	Debit	630.09 Due to	3,020.97
	Credit	201.09 Sewer Savings	3,020.97
General	Debit	201.01 Gen Savings	3,020.97
	Credit	391.01 Due From	3,020.97

Sewer Debt

Repay Highway part of money loaned to Sewer for frozen pipes over
twin bridges

Sewer	Debit	630.09 Due to	7,407.43
	Credit	201.09.006 Sewer Debt Sav	7,407.43
General	Debit	201.03 Hwy Savings	7,407.43
	Credit	391.03 Due From	7,407.43

Water Debt

Repay General part of money loaned to Water for additional expenses
to put water under water at twin bridges

Water	Debit	630.08 Due To	4,791.90
	Credit	201.08 Water Debt Sav	4,791.90
General	Debit	201.01 Gen Savings	4,791.90
	Credit	391.08 Due From	4,791.90

Trust & Agency

Repay General money from prior years for bills paid and not reimbursed

T & A	Debit	630.99 Due To	5,922.69
	Credit	200.99 T & A Checking	5,922.69
General	Debit	201.01 Gen Savings	5,922.69
	Credit	391.01 Due From	5,922.69

*See
Water
Packet*

TOWN OF FORESTPORT
SEWER DISTRICT MEETING MINUTES
WOODGATE FIRE HOUSE
July 18, 2007

**Town of Forestport
Special Sewer District Meeting Minutes @ 10:17 p.m.
Forestport Town Hall
July 18, 2007**

PRESENT

Councilman-Brian Fox-left-@ 9:10 p.m.
Councilman-Frederick Ritter
Councilman-William Rockhill
Councilwoman-Maryann Rubyor
Supervisor-Joan Ingersoll

ABSENT

1. **CALL TO ORDER:**
2. **TOWN CLERK MINUTES:**

*** A Motion was made by Councilman Frederick Ritter and seconded by Councilwoman Maryann Rubyor to accept the June 20, 2007 Sewer District Meeting Minutes. Roll call vote:

Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

ABSTRACT:

*** A Motion was made by Councilwoman Maryann Rubyor and seconded by Councilman Frederick Ritter to pay Sewer Abstract # 7 Vouchers # 64 - 73 in the amount of \$5,147.62. Roll call vote:

Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

*** A Motion was made by Councilman Frederick Ritter and seconded by Councilman William Rockhill for the Following transfer.

To: Town of Forestport Board Memembers

From: Dawn Campbell

Subject: Amending Budget

The Town of Forestport received 1/2 money on a member item from NYS for the Sewer Dist.

The budget needs to be amended due to this money.

need to change 3990.09 State Aid, Sewer Cap Project from
0 to 10,000.00

need to change 81974.09 Sewer, Equip & Capital outlay
from 0 to 10,000.00

Roll call vote:

Councilman-Frederick Ritter-YES
Councilman-William Rockhill-YES
Councilwoman-Maryann Rubyor-YES
Supervisor-Joan Ingersoll-YES

3. OLD BUSINESS:

- Councilman Frederick Ritter tried to fix the Sewer Pipes on division but the Back-hoe would not run and had a flat tire.
- A letter was requested to be sent to William Gardner to fix the back-hoe so it was able to be used. There is no Sewer pipe left.
- To fix the Sewer pipes on Division will take around 2 days

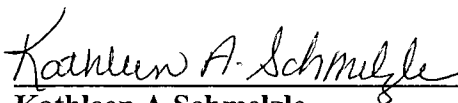
3. NEW BUSINESS:

- Nothing from the Town Board

4. NEW BUSINESS-PUBLIC:

- Nothing from the public

Meeting was adjourned @10:27 p.m.
Respectfully Submitted


Kathleen A Schmelzle
Sewer Clerk

JUL 18 2007

To: Town of Forestport Board Memembers

From: Dawn Campbell

Subject: Amending Budget

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