

**TOWN OF FORESTPORT
REGULAR TOWN BOARD MEETING MINUTES
FORESTPORT TOWN HALL
NOVEMBER 19, 2012 @ 6:30 PM**

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MEMBERS PRESENT

Councilwoman Nancy Kardash
Councilwoman Joanne Kwasniewski
Councilman William Karn
Supervisor William Hasenauer
Deputy Supervisor John Isley
Highway Superintendent William Gardner
Town Clerk Shelley Entwistle

MEMBERS ABSENT

Councilman Robert Seager

CALL TO ORDER:

The meeting was called to order at 6:38 pm by Supervisor William Hasenauer.

TOWN CLERK MINUTES:

A motion was made by Councilwoman Nancy Kardash and seconded by Councilwoman Joanne Kwasniewski to accept the minutes from the October 17, 2012 Regular Town Board Meeting. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski - yes
Councilman William Karn - yes
Supervisor William Hasenauer – yes

A motion was made by Councilman William Karn and seconded by Councilwoman Joanne Kwasniewski to accept the minutes from the November 8, 2012 Public Hearing. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski - yes
Councilman William Karn - yes
Supervisor William Hasenauer – yes

ABSTRACTS:

GENERAL:

A motion was made by Councilman William Karn and seconded by Councilwoman Nancy Kardash to pay Abstract #11-Vouchers #670-742 in the amount of \$64,062.52. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski - yes
Councilman William Karn - yes
Supervisor William Hasenauer – yes

HIGHWAY:

Supervisor Hasenauer directed the boards attention to voucher # 344 (Zangrilli Engineering) of the highway abstracts. Supervisor Hasenauer stated that Mr. Zangrilli should not have billed the town for the lump sum engineering fee of \$42,000. According to the contract between the town and Mr. Zangrilli he should be paid \$30,500 in the first installment. Supervisor Hasenauer also stated that Mr. Zangrilli is required to list all work performed on his invoice to the town.

Councilman Karn stated that he would contact Mr. Zangrilli. The board agreed to change voucher #344 to \$30,500 making the total highway abstracts \$109,317.83.

A motion was made by Councilwoman Nancy Kardash and seconded by Councilwoman Joanne Kwasniewski to pay Abstract #11 – Vouchers #275- 345 in the amount of \$109,317.83. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski - yes
Councilman William Karn - yes
Supervisor William Hasenauer – yes

TOWN CLERK'S REPORT:

The town's share for the month of November 2012 is \$60.00.

A motion was made by Councilwoman Nancy Kardash and seconded by Councilwoman Joanne Kwasniewski to accept the town clerk report. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski - yes
Councilman William Karn - yes
Supervisor William Hasenauer – yes

SUPERVISOR'S REPORT:

A motion was made by Councilwoman Joanne Kwasniewski and seconded by Councilwoman Nancy Kardash to accept the following transfer and budget amendments:

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: **General**

SUBJECT: Budget Amendment

Transfer to cover overdraft in 10104.01 Town Board CE

Entries:			
Transfer	from	19904.01 Contingency	\$90.20
	to	10104.01 Town Broad CE	\$90.20

Transfer to cover overdraft in 14104.01 Town Clerk CE

Entries:			
Transfer	from	14102.01 Town Clerk EQ	\$378.28
	to	14104.01 Town Clerk CE	\$378.28

Transfer to cover overdraft in 16204.01 Buildings EQ

Entries:			
Transfer	from	19904.01 Contingency	\$1,688.81
	to	16204.01 Buildings CE	\$1,688.81

Transfer to cover overdraft in 16804.01 Data Processing CE

Entries:			
Transfer	from	19904.01 Contingency	\$1,816.00
	to	16804.01 Data Processing CE	\$1,816.00

Transfer to cover overdraft in 50104.01 Hwy Admin CE

Entries:			
Transfer	from	19904.01 Contingency	\$9.93
	to	50104.01 Hwy Admin CE	\$9.93

Transfer to cover overdraft in 81604.01 Refuse/Garbage CE

Entries:			
Transfer	from	19904.01 Contingency	\$192.25
	to	81604.01 Refuse/Garbage CE	\$192.25

Transfer to cover overdraft in 90608.01 Medical Ins-Town

Entries:			
Transfer	from	19904.01 Contingency	\$9,543.65
	to	90608.01 Medical Ins-Town	\$9,543.65

Done 11/19/12

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: Highway

SUBJECT: Budget Amendment

Transfer to cover overdraft in 51122.03 Permanent Improvement EQ(chips)

Entries:			
Transfer	from	51104.03 General Repairs CE	\$1,932.23
	to	51122.03 Permanent Improvement EQ	\$1,932.23
		(Chips)	

Transfer to cover overdraft in 51204.03 Bridges CE

Entries:			
Transfer	from	99509.03 Capt Projects-Bridges	\$32,004.32
	to	51204.03 Bridges CE	\$32,004.32

Done 11/19/12

TO: Town of Forestport Town Board Members
FROM: Dawn Campbell

FUND: General

SUBJECT: Loan to Sewer

Loan to Sewer for part 11/12 Monthly Bills

Entries:			
Transfer	from	201.01 General Savings	\$6,563.49
	to	201.09 Sewer Savings	\$6,563.49

Done 11/19/12

Roll call vote:

Councilman Robert Seager-	absent
Councilwoman Nancy Kardash -	yes
Councilwoman Joanne Kwasniewski -	yes
Councilman William Karn –	yes
Supervisor William Hasenauer –	

JUSTICE REPORT:

A motion was made by Councilwoman Joanne Kwasniewski and seconded by Councilman William Karn to accept the Justice Report. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman William Karn – yes
Supervisor William Hasenauer – yes

Supervisor Hasenauer announced that the state now requires the town justice to write a check for his monies collected to the town supervisor.

HIGHWAY:

Nothing this month.

NOCCOG:

Susan Martin was present for this meeting. A list of November announcements were provided in the town board packet. Ms. Martin reviewed these announcements and made point of the Adirondack Railroad Meeting taking place 5:30pm on Tuesday, November 20th at the Boonville Municipal Building.

PLANNING AND CODES REPORT:

The board members reviewed the number of permits issued to date in 2012.

ASSESSOR'S REPORT:

There was no report this month due to computer problems.

Supervisor Hasenauer reported that he only received one application for the position of Sole Assessor and that was from Tonya Brown. Councilman Karn, Councilwoman Kardash and Supervisor Hasenauer scheduled a meeting with Tonya on Thursday, November 28 at 9:30am to discuss details of the job. Supervisor Hasenauer stated that a decision will be made at the next board meeting on this matter.

DOG CONTROL OFFICER'S REPORT:

Nothing to report for the month per Dog Control Officer.

RECREATION REPORT:

The board reviewed the report.

OLD BUSINESS:

The town employee job descriptions were reviewed by the board. Supervisor Hasenauer stated additions to the job description of Bookkeeper to the Supervisor: Appointed by Town Supervisor and serves at his/her pleasure.

A motion was made by Councilwoman Nancy Kardash and seconded by Councilwoman Joanne Kwasniewski to accept the town employee job descriptions with the above addition to Bookkeeper to the Supervisor. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman William Karn – yes
Supervisor William Hasenauer – yes

A motion was made by Councilman William Karn and seconded by Councilwoman Nancy Kardash to reduce the town mileage rate to \$.50 per mile. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman William Karn – yes
Supervisor William Hasenauer – yes

A motion was made by Councilwoman Joanne Kwasniewski and seconded by Councilman William Karn to accept option #3 of TKE Systems Inc. contract for three months for the town's computer system. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman William Karn – yes
Supervisor William Hasenauer – yes

Service options are listed below:

Fees, Payments and Service Terms for Microsoft Windows Network

TKE Systems Inc. offers four (4) service options:

Option (1) Service offered on a per incident basis. This option is billed at a rate of \$80.00 per hour and covers software and hardware issues at single or multiple locations. A technician will first attempt to resolve the issue remotely, if an on-site visit becomes necessary a trip charge of \$65 will apply.

Option (2) Service offered on per contract agreement. This option is billed quarterly at a rate of \$680 per month (3 month minimum). This includes unlimited support incidents via the telephone and/or remote access. This option covers such issues as: Application support, Email configuration, Anti-virus/ spyware/ spam support, Software Installation and configuration, software and hardware troubleshooting. **This option is re-active** and include three (3) onsite visits per month (trip charge applies). If more visits are required for that month **Option (1)** will apply with a 10% discount on the hourly charge.

X **Option (3)** Service offered on per contract agreement. This option is billed at a rate of \$880 per month (3 month minimum). This includes unlimited support incidents via the telephone and/or remote access. This option covers all situations in **Option (2)** plus routine System Maintenance including reviewing log files, monitoring anti-virus and spyware protection, checking backup logs, ensuring adequate free disk space, and applying regular service pack and security updates. This option is pro-active and includes six (6) on-site visits per month.

Option (4) Service offered on per contract agreement. This option is billed at a rate of \$998.00 per month (3 month minimum). This includes unlimited support incidents via the telephone and/or remote access. This option covers all situations in **Options (2) & (3)**. This option is pro-active and includes ten (10) on-site visits per month.

Supervisor Hasenauer stated the town's moratorium on hydrofracking is up in December.

OLD BUSINESS – PUBLIC:

Nothing this month.

NEW BUSINESS:

A motion was made by Councilwoman Nancy Kardash and seconded by Councilman William Karn to accept the 2013 Town Budget. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman William Karn – yes
Supervisor William Hasenauer – yes

Supervisor Hasenauer stated that he met with Town Attorney William Riley regarding the Tax Collector office hours. Mr. Riley wrote a letter to the Tax Collector specifying standard office hours and the statutes that control this issue.

A motion was made by Councilwoman Nancy Kardash and seconded by Councilman William Karn to accept the revised healthcare benefit resolution. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski – yes
Councilman William Karn – yes
Supervisor William Hasenauer – yes

A copy of the above said resolution is attached to these minutes.

Supervisor Hasenauer stated that the board has not received any sealed bids for the Coon property (Critter's Crossing). Supervisor Hasenauer announced that the town is going to put "Critter's Crossing" back out to bid for a minimum bid of \$6,500.00. Legal notice will state said amount and sealed bids will be opened at the December Town Board Meeting. Councilwoman Kwasniewski inquired as to if the town could place for sale signs on said property. Supervisor Hasenauer said that would not be a problem.

Supervisor Hasenauer announced that the gas tanks at the highway barn are leaking. Supervisor Hasenauer stated that the tanks will have to be replaced. Highway Superintendent William Gardner believes the cheapest way to replace the

tanks would be to have an above ground divided tank that is part diesel part gasoline that sits on a concrete pad. Supervisor Hasenauer stated that he will notify DEC of the leaks and scheduled a meeting with Remsen City Fuel on Tuesday, November 20th at 10:30am regarding pumping the current tanks to a holding tank.

NEW BUSINESS – PUBLIC:

The Forestport Girl Scouts were present for this meeting. They asked the town board if the Forestport Town Hall could be a drop- off site for donations for the Humane Society. The board agreed that this was a great idea and thanked the girl scouts for their hard work and dedication.

Ashley Fletcher from the gallery informed the board of her yoga classes. She asked the board if it would be possible for her to hold a yoga class on Monday nights at the town hall. Ms. Fletcher stated she is aware of the planning board meetings that are held every second Monday of the month and would be willing to skip that day. Supervisor Hasenauer stated that Ms. Fletcher should schedule a meeting with him to discuss the cost (rent) and to draw up a contract.

ADJOURNMENT:

A motion was made by Councilwoman Nancy Kardash and seconded by Councilwoman Joanne Kwasniewski to adjourn the meeting. Roll call vote:

Councilman Robert Seager- absent
Councilwoman Nancy Kardash - yes
Councilwoman Joanne Kwasniewski - yes
Councilman William Karn - yes
Supervisor William Hasenauer – yes

There being no further business, the meeting was adjourned at 7:37 pm by Supervisor William Hasenauer.

Respectfully submitted,

Shelley T. Entwistle
Forestport Town Clerk