

Town of Rodman

County of Jefferson

Town Board Meeting

State of New York

July 10, 2019 7:00 PM

Present were Councilpersons Arthur Baderman, Lisa Worden and Stuart Tamblin. Supervisor Gary Stinson, Councilman Vance Carpenter and Highway Superintendent Dale Tamblin were absent.

The privilege of the floor was offered- no one spoke.

Councilman Stuart Tamblin made a motion to approve the June minutes; Councilwoman Lisa Worden seconded the motion. All were in favor.

DANC Report –Patricia M. Pastella, General Manager Solid Waste Division of the Development Authority of the North Country (DANC) presented a Host Community check in the amount of \$196,924.51 to the Rodman Town Board.

DANC received a new Freightliner, a new leachate truck tractor and a new Tilt-bed trailer (for hauling light equipment). All trucks have been put into service.

Outside contractors (Atlas Fence) is working with DANC in completing the replacement of the front gate to the facility.

DANC ordered new replacement bulldozer from Caterpillar.

DANC received no bids by the deadline for the Weekly Employee Uniform Services. They will rebid without formal process under \$15,000.

DANCE hired Kyle Miller as Recycling Coordinator.

DANC has been working with Jefferson County to locate a different tire-recycling station.

Patricia M. Pastella, stated that DANC received a total of 1,726 scale transactions, totaling 20,465 tons of material; which is 1,177 tons over projections in the month of June.

DANC processed 146 payments for various vendors.

Ms. Pastella stated that DANC received and processed 12 special waste requests.

There were 1,892,000 gallons of leachate hauled to the Watertown Treatment Plant in the month of June and 68,800 gallons of leachate hauled to the Rome WWTP in the month of June. Totaling in the amount of 1,960,800 gallons of leachate.

DANC has recorded 7.05 inches of rain for the month of June.

Ms. Pastella stated that the Southern Expansion is on-going. Due to the rain fall contractors have been working on Saturdays.

DANC will be putting the next phase of the Southern Expansion (cells 12&13) out to bid on July 27, 2019.

CTHC Report – Kay Chapman, Representative of the Cooperative Tug Hill Council (CTHC), stated that the Preservation League has a program called the Endangered Properties Intervention Program (EPIP) that helps individuals, not-for-profits, companies and municipalities return historic properties to active use. For more information on Preservation League visit <https://www.preservenys.org/about-us-htm!> and for information on EPIP email EPIP manager Bill Schroeder at bschroeder@preservationnys.org or call 518-462-5658 ex.26.

Plans are underway for the 10th annual Black Bear Trash Bash which will be held in conjunction with the 2019 International Coastal Cleanup Day. Both events will be held on the day of your choosing in September or October and are meant to draw awareness to the problems of trash and pollution along our waterways. If you know of a group that would like to participate in trash collection contact Jenn Harvill at the Commission Office at 315-785-2392. Or jennifer@tughill.org.

SAVE THE DATE- The fall meeting of the CTHC has been tentatively scheduled for September 19, 2019.

The 2019 NYS Legislative Session has ended, and while the long-standing minimum maintenance road legislation continues to be active, it was not passed by both houses. The Senate bill was approved out of the Senate Transportation Committee with a new chairman and passed the Senate on June 13, Commission staff will continue to discuss and look for different opportunities to explore forward movement on the issues.

Effective June 26, 2019, farm machinery, implements of husbandry, agricultural tractors, and other machinery with top speed greater than 25 mph and less than 40 mph must display a speed identification symbol reflecting its maximum speed, in addition to displaying the slow-moving vehicle emblem. More information is available at <https://nyfb.informz.net/NYFB/data/images/updatesSMV-broc619.pdf>.

Supervisor's Financial Report – Councilman Arthur Baderman submitted a report for the month of June.

Councilman Arthur Baderman stated that \$100,000.00 was transferred from the General Fund into the Highway Fund to cover the cost of the Patrick Road Project.

Councilwoman Lisa Worden stated that a workshop will be held in August and Town Accountant Terry Dack will be present.

Town Zoning Officer's Report- Jacob Bull submitted a report for the month of June.

Jacob Bull, Zoning Officer stated that Michael Pierce 13560 County Route 68 Rodman has showed improvement in cleaning up his property. Mr. Pierce has appeared in Rodman Town Court for the violations and has an extension until August 1, 2019 to finish cleaning up his property.

Town Justice Report- Judge Amy Simpson submitted a report for the month of June. Judge Simpson presented the board with a check for \$2,233.00 for the month of June.

Judge Amy Simpson stated that due to the time restraint and there being no extension given she is asking that the JCAP money be returned to the Commissioner of Taxation and Finance. Judge Simpson stated that if the funds are not returned by August 1, 2018 it will affect the Rodman Town Courts chances of applying in the future. A motion was made by Councilwoman Lisa Worden to return the JCAP funds of \$8,147; Councilman Arthur Baderman seconded the motion. All were in favor. Judge Simpson stated that the 2020 JCAP opened the week on July 1, 2019 and she will be applying. Jamie Ackley, Town Clerk will be contacting Town Accountant Terry Dack about issuing the \$8,147 JACP check then sending the Check certified to ensure it makes the August 1, deadline.

Town Clerk's Report- Jamie Ackley, Town Clerk, submitted a report for the month of June.

Jamie Ackley, Town Clerk stated that water bills are being collected.

Councilman Arthur Baderman asked Town Clerk Jamie Ackley about the front doors being locked. Ms. Ackley stated that she comes down on Monday's and Friday's at 5 pm and locks the front door. STAT has called on two different occasions and a gentleman stopped by to see Supervisor Gary Stinson but she unaware if they have spoken.

Town Clerk Jamie Ackley stated that ALL-PEST sprayed the interior and exterior of the building. They have also placed black rodent boxes throughout the building.

Highway Superintendent Report- Superintendent Dale Tamblin- submitted a report for the month of June.

Councilman Stuart Tamblin stated that there was a delay in the Patrick Road Project. There was miscommunication on behalf of the Phone Company and National Grid. Before installing the culvert, the phone line needs to be moved. July 15, is the tentative start date on the Patrick Road Project.

The town board all agreed that the new Transfer Station sign looks nice. Councilwoman Lisa Worden asked that the old sign be removed. Town Clerk Jamie Ackley stated she would contact Superintendent Dale Tamblin to have the old sign removed within the next few days.

Records Storage- Town Clerk Jamie Ackley submitted two proposals from separate Record Management Consultants that she met with in the past week. The proposal was from K Sickler-Murphy Records Management Consultants from Schenectady, NY. K Sickler-Murphy did an inventory of the record in the basement, vault room, attic, offices, and highway department. After reviewing the inventory K Sickler-Murphy Records Management Consultants submitted a proposal which includes;

1. Boxing, labeling, placing on shelving and documenting records location \$5,950
2. Needs Assessment/Plan- Cost covers days (of-site) to manipulate the data base to gather information for the qualitative and qualitative analysis, interview participants, and create the record management plan. \$4,250
3. Policy and Procedures manual with staffing training with Town Clerk/RMO. \$4,250

Total cost \$14,450 (for more details see attachment in minutes)

The second quote was from Alden Stevens from Rochester, NY. Mr. Stevens did an inventory of the records in the basement, vault room, attic, and offices (didn't visit the highway department, however was told about the storage) Alden Stevens submitted a Triage Project Proposal which includes there;

1. Address Town Clerk's Inactive Records currently maintained in the inactive storage area of the Town Municipal Building.
2. Create a spreadsheet-based Index of Inactive Records;
3. Evaluate inactive storage area for the eventual installation of steel shelving configured for the use of standard records boxes
4. Organize indexed records as is best possible under current conditions
5. Anticipate the possibility of seeking funding from Local Government Records Improvement Fund (LGRMIF) for the 2020-2021 grant cycle.

Cost of the proposed Municipal Records Management Triage Project: \$5,000-\$7,000

After some discussion. A motion was made by Councilwoman Lisa Worden to sign the contract with K Sickler-Murphy Records Management Consultants for \$14,450; Councilman Stuart Tamblin seconded the motion. All were in favor. Town Clerk Jamie Ackley stated that K Sickler-Murphy had an opening in September and she will be in contact with them.

Councilman Arthur Baderman asked that all records be out back in the records room to help protect them from any further moisture or damages.

Councilman Arthur Baderman stated Supervisor Gary Stinson set up a meeting with three different companies that have submitted the town proposals on the Solar Project. They will be meeting on July 31, at 4:00 pm, 5:00 pm and 6:00 pm.

Storage Building- There was some discussion on if there is going to be vinyl or texture siding on the new storage building. Councilwoman Lisa Worden stated that she believes that Councilman Vance Carpenter has been the lead on this project and he should have the final say. All agreed.

Planning Board Public Hearing- A Public Hearing was held on July 10, 2019, after reviewing and changing the Town Development Local Law 1 of 1998 and Local Law 1 of 2008 was found to have some discrepancies. Town Board vs. Planning Board; the current law was amended in 2008 to create a Planning Board with the authority to review, approve, or disapprove, subdivisions, special uses and site plans. It appears that in various section of the law the word "Town" needs to be changed to "Planning Board" in 2008 amendment. (See attachment) These discrepancies may cause future conflicts with other sections of the law that designate the planning board as the review and approval authority. A motion was made by Councilman Arthur Baderman to approve the amended change of Town Board vs. Planning Board in the Local Law 1 of 1998; Councilman Stuart Tamblin seconded the motion. All were in favor. These changes will be sent to Town attorney David Renzi.

Public Hearing Solar Law- A Public Hearing was held on July 10, 2019, adopt Local Law 2 of 2019. Local Law 2 of 2019 states that the Town Board of the Town of Rodman seeks to amend the Development Code of the Town of Rodman to Regulate Solar Energy Systems, known as the Town of Rodman Development Code (see attached Resolution) A motion was made by Councilman Arthur Baderman to approve the Local Law 2 of 2019 which allows the Town Board of the Town of Rodman to Regulate Solar Energy Systems in the Town of Rodman; Councilman Stuart Tamblin seconded the motion. All were in favor.

New/Old

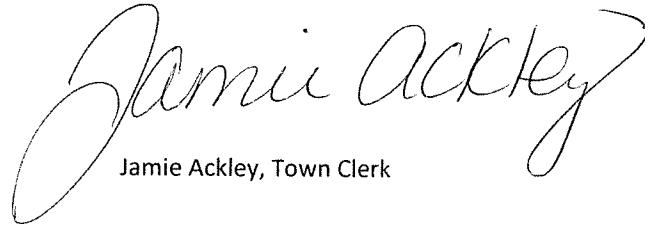
Jamie Ackley, Town Clerk asked the Rodman Town Board to consider reducing her pay or giving her town insurance. Councilman Stuart Tamblin asked Jamie Ackley, Town Clerk how many hours a week she works. Ms. Ackley stated she works 25 hours week as Town Clerk and 20 hours a month (five hours per week) as Justice Clerk totaling 30 a week. After some discussion Councilwoman Lisa Worden stated that working 30 hours a week qualifies Jamie Ackley, Town Clerk as full time under New York State Law. A motion was made by Councilwoman Lisa Worden to allow Town Clerk Jamie Ackley to receive insurance through the Town of Rodman; Councilman Stuart Tamblin seconded the motion. All were in favor. Town Accountant Terry Dack will be notified of the change.

General bills numbered 180-205 in the total amount of \$120,717.76 and highway bills numbered 101-110 in the total amount of \$72,856.84 were audited and ordered paid.

Councilman Arthur Baderman motioned to adjourn at 8:10pm.

Rodman Town Board entered into executive session for personal reasons at 8:22 pm. Executive session ended at 8:53 pm. No action was taken.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jamie Ackley". The signature is written in black ink and is positioned above the printed name.

Jamie Ackley, Town Clerk

Next board meeting August 14, 2019 @7:00 pm