

Town of Rodman  
Town Board Meeting  
January 9, 2019, 7:00 PM

County of Jefferson  
State of New York

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

The privilege of the floor was offered no one spoke.

Councilwoman Lisa Worden made a motion to approve the December minutes; Councilman Vance Carpenter seconded the motion. All were in favor.

DANC Report – Stuart Tamblin, Assistant Landfill Superintendent, Solid Waste Division of the Development Authority of the North Country (DANC), submitted reported on behalf of Patricia M. Pastella, General Manager.

Mr. Tamblin presented a Host Community check in the amount of \$238,185.05 to the Rodman Town Board.

DANC is delivering two loads of leachate a day to Rome.

DANC received a total of 1489 scale transactions, totaling 19,898.59 tons of material which is 3,219 tons over projected for the month of December.

DANC stated they received approximately 64,967.93 tons of contaminated soil in the month of December.

There were 1,548,000 gallons of leachate hauled to the Watertown Treatment Plant in the month of December. There were 189,000 gallons of leachate hauled to the Rome WWTP in the month of December.

DANC has recorded 12.5 inches of snow (rain equivalent = 1.95 inches), 3.30 inches of rain for a total of 5.52 inches of rain for the month of December.

CTHC Report – Kay Chapman, Representative of the Cooperative Tug Hill Council (CTHC), stated there was two workshops held on the Complete Street Program for municipalities in Lewis and Jefferson Counties. Mark Fenton, a public health, planning, and transportation consultant, presented information on the Complete Street Programs which promoted active community designs that lead to economically, environmentally and socially thriving towns, villages and rural settings. Mr. Fenton discussed how to build environment policies, and programs that help to create places where people walk, and bicycle. For people who are interested in more information about the programs a workshop is available at <http://www.tughill.org/services/training/workshops/>.

The Association of Towns (AOT) Annual Meeting and Training School will be held on February 17-20<sup>th</sup>, 2019 at the New York Marriott Marquis. For more information visit the Association of Town at [www.nytowns.org](http://www.nytowns.org) or call 518-465-7933.

The New York State Archives announced that it is accepting applications for the 2019-2020 Local Government Records Management Improvement Fund (LGRMIF). The deadline for submitting applications is 5:00 pm on Monday, January 28, 2019. If interested contact the Tug Hill Office to begin the process. If you missed the workshop there is a webinar with more information visit <http://www.archives.nysed.gov/grants/grantslgrmif.shtml>.

The NYS Dept. of State's Division of Local Government Services is hosting a "Winter Webinar Series" classes for interest municipal officials. For more information visit <http://www.dos.ny.gov/lut/index.html>.

The Tug Hill Commission's Mickey Dietrich will be hosting a webinar about the commission's online map portal and how to use it. The webinar is scheduled for January 9, 2019 at 6:30pm. If interested visit <https://www.eventbrite.com/e/tug-hill-commission-online-map-portal-webinar-tickets-8056674731> or contact Mickey at [Mickey@tughill.org](mailto:Mickey@tughill.org) or 315-681-5023.

The Tug Hill recently added a calendar to their website which lists all the upcoming training and grants that are listed in the Tug Hill Times. This is to make it easier for people to keep track of the opportunities. If interested in looking at the calendar visit the commission's website at <http://www.tughill.org/publications/grant-and-training-calendar/>.

NYS Archives is presenting a "Winter Webinar" series of presentations dealing with record management issues. The webinar includes "The Basic of Records Management" on January 9, 2019, "The Role of the Records Management Officer" on January 23, 2019, "Using the State Archives Local Government Retention Schedules" on February 6, 2019, "Conducting an Inventory of Paper Records" on February 20, 2019, "Creating Filing Plans" on March 6, 2019 and "Establishing Records Management Policies and Procedures" on March 20, 2019. For more information visit <http://www.archives.nysed.gov/workshops/schedule>.

The first Tug Hill Commission meeting for 2019 will be held on Monday, January 28, 2019 in Parish from 10:00 am to 11:30 am. This meeting will be open to the public.

Supervisor's Financial Report –Supervisor Gary Stinson submitted a report for the month of December.

Town Zoning Officer's Report- No report was submitted.

Town Justice Report- Amy Simpson submitted a report for the month of December. Judge Simpson presented the board with a check for \$2,373 for the month of December.

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

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

Sexual Harassment Policy- The board agreed that all employees will be receiving copies of the Harassment Policy. All employees, including part time employees, will have to come to the clerk's office during business hours to sign stating that they received their copy of the Harassment policy. A tentative March date is being set up.

Street Light LED- Supervisor Gary Stinson stated that there is nothing new to report.

Review Proposed Wind Turbine Policy- Supervisor Gary Stinson stated the Proposed Wind Turbine Policy has been reviewed by Town Attorney David Renzi. Mr. Renzi feels we should set up a Public Hearing. John Stinson, Planning Board Chairman stated that the Proposed Wind Turbine Policy has to be sent to the County Planning Board for review by January 29, 2019 before setting a public hearing. The board agreed. The Town of Rodman will hold a Public Hearing on February 27, 2019 at 6:00pm.

Status of Solar Policy- Planning Board Chairman John Stinson stated he has a meeting on Monday, January 14, 2019. Mr. Stinson is hoping to have more information at February's meeting.

Record Storage Project- Councilman Arthur Baderman stated that he believes that remodeling the old storage room in the basement would be beneficial to the town. He believes that the town should hire a contractor. The contractor should paint the inside and outside of the storage room with a good waterproof paint and install a dehumidifier that pumps directly into a drain. Councilman Baderman believes that this will be a temporary fix until

the board decides to whether there should be a public hearing or a referendum on a new building. In addition Councilman Arthur Baderman submitted three quotes to the town board for a fire proof gun safe & file cabinets to store vital statistics, if a storage room was not built. The quotes are as follows:

- Tractor Supply (Cannon)                      \$1,150.00  
     50w x 28 D x 59" H exterior  
     45w x 21 D x 56" H interior  
     75 minute's fire rating  
     850 LBS
- Dick's Sporting Goods (Stack on Elite)    \$2000,00  
     50w x 24D x 72"H exterior  
     48w x 24D x 69"H interior  
     30 minutes fire rating  
     1,088 LBS
- Staples (4 drawer Fire \$ Water proof cabinet) \$4,300  
     48w x 26D x 58"H  
     has hanging file folders- capacity 394 LBS  
     1 hour fire rating  
     1,019.00 LBS

A motion was made by Councilman Arthur Baderman to hire a contractor to properly waterproof the room in the basement. This includes installing a dehumidifier and proper drainage; Councilwoman Lisa Worden seconded the motion. All were in favor.

Councilman Arthur Baderman also stated that the Town of Rodman should hire a maintenance person. All agreed.

2019 Organizational Meeting-

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|-------------------------------|---|
| Town Board meetings           | every second Wednesday of the month             |
| Designated newspaper          | Jefferson County Journal, Watertown Daily Times |
| Designated bank               | Watertown Savings Bank, Key Bank                |
| Association of Towns delegate | Gary Stinson                                    |
| Budget Officer                | Gary Stinson                                    |
| Zoning Officer                | Jacob Bull                                      |
| Deputy Supervisor             | Arthur Baderman                                 |
| Highway Supt. Working Foreman | Michael Zehr                                    |
| Deputy Town Clerk             | Kay Chapman                                     |
| Town Attorney                 | Brown, Dierdorf & Renzi                         |
| Planning Board Chairman       | John Stinson                                    |
| Board or Assessment Review    | Kay Chapman                                     |
| Town Assessor                 | Jim Rounds                                      |
| Zoning Board of Appeals       | Donald Edgar                                    |
| Planning Board member         | Star Carter                                     |
| Planning Board (vice chair)   | Sandra Groff                                    |
| Water District                | Robert Williams                                 |

Councilwoman Lisa Worden made a motion to approve the 2019 Organizational Meeting; Councilman Arthur Baderman seconded the motion. All were in favor.

Old/New

Jamie Ackley, Town Clerk stated that town resident Kate Grey has shown interest in the deputy clerk position. The board stated that Ms. Grey should submit a resume to the board.

Councilwoman Lisa Worden asked if former Town Clerk, Lauren Monroe's name was off the Watertown Savings Bank account. Jamie Ackley, Town Clerk stated she was unsure. Supervisor Gary Stinson stated that it has been two months and he has not seen anything with Ms. Monroe's name on it. Supervisor Gary Stinson stated he went to the bank and signed for the removal of her name.

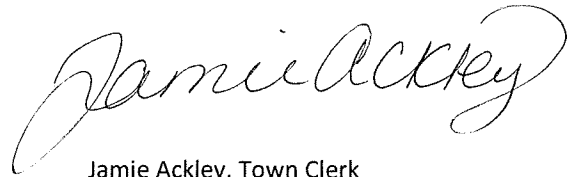
Judge Simpson stated that she did receive JCAP grant in the total amount of \$8,147.

General bills numbered 309-323 in the total amount of \$129,321.96 and highway bills numbered 205-215 in the total amount of \$54,846.68 were audited and ordered paid.

General bills numbered 001-013 in the total amount of \$8,827.96 and highway bills numbered 001-009 in the total amount of \$32,439.53 were audited and ordered paid.

Councilman Councilwoman Lisa Worden motioned to adjourn at 8:06 pm.

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 February 13, 2019 @7pm

Public Hearing February 27, 2019 @ 6pm