

DATE: February 8, 2016 KIND OF MEETING: Regular Town Board Meeting

**WHERE HELD: Chazy Town Hall PRESIDING OFFICER: Mark Henry
Supervisor**

	MEMBERS PRESENT	MEMBERS ABSENT
Supervisor - Mark Henry	X	
Councilor - Daniel Vesco	X	
Councilor - Jerry Deno	X	
Councilor - Cathy Devins	X	
Councilor - Willie Giroux		X
Clerk - Philip Beauharnois	X	
Attorney - William Favreau	X	
Hwy. Supt. - Timothy Lamica		X

OTHERS PRESENT: S. Patnode & David Andrews

CALL MEETING TO ORDER

Supervisor Mark Henry opened the meeting with the Pledge Allegiance to the Flag.

Supervisor Mark Henry called the 02/08/2016 Regular Town Board meeting to order at 7:03 PM.

MINUTES

Councilor Cathy Devins made a motion that the minutes of the 01/11/2016 Organizational and Regular Town Board meeting be approved as submitted by the Town Clerk, seconded by Councilor Daniel Vesco.
4 ayes, 0 noes. Motion carried. Ayes – Councilor Daniel Vesco, Councilor Jerry Deno, Councilor Cathy Devins and Supervisor Mark Henry

REPORTS

The Supervisor and Town Clerk January 2016 monthly reports submitted to Board for review and filed.

PUBLIC COMMENT

Mr. David Andrews, 236 Duprey Rd., Chazy addressed the Town Board and provided the Town with a written request. Mr. Andrews expressed his concern that there is no posted speed limit on the Duprey. He said he would like to have a speed limit imposed. He asked if the Town would look into the situation. Brief discussion by the Town Board followed. Town Supervisor Mark Henry said he will check with the Town Highway Department to research the issue then we will bring the information to the next Town Board Meeting to discuss with the Town Board.

CLINTON COUNTY LEGISLATOR REPORT

Legislator Dyer reports:

Was not present.

ATTORNEY FOR THE TOWN REPORT

William Favreau – Town Attorney

Had nothing to report.

HIGHWAY SUPERINTENDENT REPORT

Highway Superintendent Timothy Lamica reported

Was not present.

TOWN COUNCIL ITEMS**Councilor Willie Giroux**

Was absent

Councilor Cathy Devins

Had nothing to report.

Councilor Jerry Deno

- Informed the Town Board that he will not be here for the March 2016 Town Board Meeting.
- Asked if there was anything new on the Dollar General store. Supervisor Henry said he believed the company is checking on various aspects of the proposed building site such as drainage ET.

Councilor Daniel Vesco

Had nothing to report.

SUPERVISOR ITEMS**Supervisor Mark Henry reports:**

- That he was asked by a resident of the Town about sidewalks. He noted that the Sidewalk Committee had met on several occasions regarding this issue and that the underlying problems is the associated costs and personnel to perform and maintain sidewalks. Discussion by the Town Board members followed. It was the consensus that the Town does not have the fiscal resources to do this.
- Informed the Town Board that he met with the local AFLAC Insurance representative, Michael Tumbarello regarding the Town's desire to be eliminated from the role of administrating the day-to-day enrollment and fiscal aspects of this program effective April 1, 2016. Mr. Tumbarello said that current or new employees could continue with their respective AFLAC Insurance policies by paying directly to AFLAC. Current and/or new employees would deal directly with Mr. Tumbarello for changes in any enrollment and billing issues rather than the Town. Brief discussion by the Town Board followed. The Board was in agreement with this proposed course of action.
- Supervisor Henry said a resolution has been drafted concerning "Unidentified Fund" in the Town's Trust & Agency Account. Over the past 20 plus years monies have been accumulating in the T&A account and now with our new IMF Accounting Software we wish to transfer this unidentified money to the Town's General Fund Account.
- Supervisor Henry also noted a resolution is in tonight's agenda regarding the elimination of one of the two 'working' TD Bank Accounts. Brief discussion was held.
- Supervisor Henry informed the Town Board that an outside inmate crew from Altona Correctional Facility has been working at the West Chazy Town Hall. They have cleaned and painted and will be stripping and waxing the floors next. He also noted that we are in the process of changing the locks on the two doors with a cost from Max Safe and Locks to be approximately \$300.00. He also said it looks as though the inmates will be painting the metal roof this coming spring/summer.

- Discussed 'old court records', noting the Jessica Bulriss, Court Clerk has been working on this long overdue project. We are hopeful that by this summer we will be able to have a large portion of this project completed.
- Informed the Town Board that he and Jerry Deno, Town Councilor will be meeting with representative from both the Chazy and West Chazy Fire Department to discuss the forming of two (2) Fire Districts. Discussion by the Town Board ensued.
- Noted that in tonight's bills are checks totaling \$10,950 payable to Leberge Inc. which is the balance owed them for their work on the Engineering scope of a grant with the Environmental Facilities Corporation for the Sewer Plant. Once we have confirmation of payment via cancelled check we will be submitting our final request, including the Town's 'in-kind' service spread sheets to the Environmental Facilities Corp.
- Discussed a proposed resolution regarding a new five (5) year Copier/Lease with Symquest for the Town Office. Supervisor Henry noted that the overall cost will be slightly less per month over the term of the lease. He also noted that this copier is on State Contract.
- Informed the Town Board that, so far this year, the Town has not had any water/sewer issues
- Noted that the school pool has been filled, which took approximately 140k gallons of water.
- Mark Dubrey, Town resident contacted Supervisor Henry over the weekend informing him he had no water at his home. Tom Burdo was contacted and found there was a broken water meter at Mr. Dubrey's residence which he replaced. Supervisor Henry the time is coming where we will need to address the replacement of water meters throughout the town.
- Informed the Town Board that the Sewer Plant phosphorus readings are down for the fourth month in a row.
- Discussed a resolution concerning a Comprehensive, Multiyear, Financial and Capital Plan for Wastewater and Water Departments. He noted this plan was prepared by Susan M. Patnode, Secretary to the Supervisor in 2007, which is a projection over a 13 year period – through 2019

COMPREHENSIVE, MULTIYEAR, FINANCIAL AND CAPITAL PLAN FOR WASTEWATER AND WATER DEPARTMENTS.

Resolution: **16-24** **01/11/2016**

Motion by: Councilor Cathy Devins

WHEREAS, The Chazy Town Board firmly believes that adopting a comprehensive, multiyear, financial and capital plan can be a vital tool in assisting the Board in setting long-term water and wastewater priorities and working towards shared goals; and

WHEREAS, this plan would at a minimum include Revenue Projections, Expenditure Projections, Annual Deficits and Surpluses and Reserve/Fund Balances over a multi-year period; and

WHEREAS, the Town of Chazy has created such a plan that projects these categories over a 13 year period-from 2007 to 2019.

NOW, THEREFORE, BE IT RESOLVED, that the Chazy Town Board hereby adopts the existing comprehensive, multiyear, financial and capital plan for the wastewater and water departments/districts for the years 2007 to 2019.

Seconded by: Councilor Jerry Deno

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u> Absent
Willie Giroux		
Jerry Deno	x	
Cathy Devins	x	
Daniel Vesco	x	
Mark Henry	x	

Carried: YES

TRUST AND AGENCY GENERAL LEDGER ACCOUNT DISCREPANCY

Resolution: 16-25 01/11/2016

Motion by: Councilor Daniel Vesco

WHEREAS, the Town of Chazy Trust and Agency General Ledger Account has unidentified excess funds in the amount of \$11,773.70 and

WHEREAS, a review of Town records indicate these excess funds have accrued well over a 20 year period, and

WHEREAS, the Town of Chazy acknowledges the ongoing need to maintain accurate financial records. The January 1, 2016 implementation of a new software (IMF) Accounting program will provide greater audit capabilities.

NOW, THEREFORE, BE IT RESOLVED, that the Chazy Town Board hereby authorizes the transfer of \$11,773.70 from the Town’s Trust and Agency Account to the Town’s General Ledger Account.

Seconded by: Councilor Jerry Deno

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u> Absent
Willie Giroux		
Jerry Deno	x	
Cathy Devins	x	
Daniel Vesco	x	
Mark Henry	x	

Carried: YES

COPIER LEASE

Resolution: 16-26 02/08/2016

Motion by: Councilor Cathy Devins

WHEREAS, the current Town of Chazy copier/printer/scanner/fax is five years old and the lease agreement is due to be renewed; and

WHEREAS, Symquest is a participant in the New York State contract program. Contract number PT 66607 for copier/printer/scanner/fax purchases; and

WHEREAS, the Town of Chazy has been offered three months of lease free payments on a Konica Minolta C368 which is an upgrade of the current copier; and

WHEREAS, this new copier/printer/scanner/fax lease would cost \$198.92 per month for a five (5) year Lease Agreement, a savings of approximately \$12.00 per month over the current lease agreement costs; and

WHEREAS, Symquest has offered to also pay for return shipping of old machine for a savings of \$350.00;

NOW, THEREFORE, BE IT RESOLVED, that the Chazy Town Board authorizes the Supervisor of the Town of Chazy to enter into a lease agreement with Symquest in order to lease a Konica Minolta C368 copier/printer/scanner/fax.

Seconded by: Councilor Daniel Vesco

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u> Absent
Willie Giroux		
Jerry Deno	x	
Cathy Devins	x	
Daniel Vesco	x	
Mark Henry	x	

Carried: YES

CONSOLIDATION OF TOWN OF CHAZY TD BANK ACCOUNTS

Resolution: 16-27 01/08/2016

Motion by: Councilor Jerry Deno

WHEREAS, the Town of Chazy has implemented a new Accounting and Payroll software system effective January 1, 2016; and

WHEREAS, the new system has allowed greater and easier tracking of financial transactions among the Town’s numerous bank accounts, and after the elimination of numerous Bank Accounts with TD Bank by action of Resolution #15-150 on 12/14/2015 the following two (2) working accounts to pay bills and payroll are:

- Consolidated Savings Account #6251465655
- Consolidated Checking Account #6251466083

After implementing and working with these existing two accounts, we have found further efficiencies and savings which will now allow for a singular bank account to serve as the Town’s working account to pay all bills and payroll. Therefore, we wish to consolidate the two above noted accounts into one (1) account titled Consolidated Check Account #6251466083.

NOW THEREFORE, IT IS HEREBY RESOLVED, that the Chazy Town Board does hereby approve the consolidation of said accounts.

Seconded by: Councilor Cathy Devins

Discussion: Yes

Roll Call:	<u>Yes</u>	<u>No</u> Absent
Willie Giroux		
Jerry Deno	x	

Cathy Devins	x
Daniel Vesco	x
Mark Henry	x

Carried: YES

PAYMENT OF CLAIMS

Resolution: 16-28 02/08/2016

Motion by: Councilor Cathy Devins

RESOLVED, that the Chazy Town Board does hereby authorize payment of the following claims:

General Fund claims	in the amount of	\$12,694.42
Highway Fund claims	in the amount of	\$28,175.63
Sewer District claims	in the amount of	\$13,994.82
Water District claims	in the amount of	\$912.37
Light District claims	in the amount of	\$2,816.46

The above claims are being paid by Voucher's 100044, 100046-100086, 100088-100101 Voucher #'s 100045 and 100087 were voided.

TOTAL: \$55,777.24

Seconded by: Councilor Daniel Vesco

Discussion: No

Roll Call:	<u>Yes</u>	<u>No</u> Absent
Willie Giroux		
Jerry Deno	x	
Cathy Devins	x	
Daniel Vesco	x	
Mark Henry	x	

Carried: YES

Supervisor Henry reminded the board that our next Town Board meeting will be on Monday, March 14, 2016 at the Chazy Town Hall at 7 PM.

ADJOURNMENT

Town Supervisor Mark Henry asked for a motion to adjourn.

Councilor Cathy Devins made a motion, seconded by Councilor Daniel Vesco to adjourn the 02/08/2016 Organizational and Regular Town Board meeting at 8:02 PM. Motion Carried.

Respectfully yours,

Philip F. Beauharnois
Clerk of the Board