

**UNION VALE TOWN BOARD MEETING SEPTEMBER 21, 2017
TOWN HALL 249 DUNCAN ROAD LAGRANGEVILLE NY 7:00 PM**

PRESENT: Supervisor Tompkins

Councilmen: Steven Frazier, Corrina Kelley, David McMorris, John Welsh

THE MEETING WAS OPENED WITH THE FLAG SALUTE. MOMENT OF SILENCE FOR VICTIMS OF LAS VEGAS

PUBLIC COMMENTS ON AGENDA ITEMS

None

REPORTS OF SUPERVISOR AND COUNCIL

Supervisor Tompkins noted the construction of the walkways out front and apologized for the inconvenience however explained that this is included in the work for the SAM parking lot grant and the work will be done shortly.

Supervisor Tompkins stated: "Oktoberfest went well the heat was at times unbearable but we made it! I would like to thank all of the parks and rec staff, Town board members, the bookkeeper and the vendors and volunteers for such a wonderful day. Oktoberfest is not supposed to be a political event and I am saddened that this year it became such by a few. People go there to relax and unwind and not be bothered by politics. I did get comments from a few people that the beer was too expensive. We can look at that and make adjustments for the next year. I have been working on the budget with Ryan and meeting with department heads as requested. The preliminary budget shows a decrease in taxes for the residents. NYS comptrollers have been in the Town Hall working since last Tuesday sept. 26. If any of the board members would like to meet with Jessica from the NYS comptroller's office please let me know and I will set it up.

Councilman Welsh had nothing to report at this time.

Councilwoman Kelley spoke about the auditor being helpful and spoke about the blanket approval which is called a pre-audit list. She has also been working on PESH requirements for the Highway and Parks departments.

Councilman McMorris announced that we received the \$2,500 for the NYSERDA Grant and also mentioned the fire company open house for fire prevention week on Sunday, October 15 from 1:00-3:00.

Councilman Frazier had nothing to report.

2018 BUDGET PRESENTATION

Mr. Ryan Courtien spoke about his interactions with the department for their input on the budget. This document will be reviewed over the next two weeks by the Town Board to make any revisions and additions for the 2018 budget. On November 19th the tentative budget will be voted on at a Public hearing on November 9th. The adopted budget will be voted on the next meeting in November and officially become the 2018 adopted budget.

Mr. Courtien explained the department requests input vs the Supervisor/ budget officer's recommendation on each item. As of this moment taxes will be decreasing approximately 5%. He further commented on the spending patterns and the information is based on what has happened in 2017 thus far. There was further discussion and explanation on the A-Fund and D-Fund with concentration on the summary pages. Mr. Courtien detailed items as the tax collector position was eliminated and became part of the Town Clerk budget. He also highlighted the building and grounds line and spoke about the remediation project and installation of the generator which impacted the line in early 2017 and the contingency margin as well. He will be looking for more clarity for health insurance when our broker brings numbers for the 2018 plan. This budget will need to be amended for the FEMA funds from winter storm Stella which are estimated in \$47,000 to be received and expected before the end of 2017. There are no large increases expected in revenue. The Building Department revenue is expected to rise from 60k to 80k based on past performance. The state aid revenue will be arriving and the mortgage tax revenue is projected to be in the range of \$115-\$117 hundred thousand. Mr. Courtien urged everyone to look over the budget documents and he and Supervisor Tompkins will be happy to answer any questions.

RESOLUTION #17-92 APPOINTING ZONING BOARD OF APPEALS ALTERNATE MEMBER

The following Resolution was offered by Councilman Welsh, seconded by Councilwoman Kelley, to wit:

WHEREAS, the Town of Union Vale Zoning Board of Appeals (ZBA) currently has a vacancy for an alternate member; and

WHEREAS, Michael Senkier and Larry Mattiello have interviewed for the position of alternate member of the ZBA.

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby appoints Michael Senkier to the position of alternate member of the ZBA for a period commencing October 4, 2017 and ending 2021.

BE IT FURTHER RESOLVED, In the event that, during this calendar year (2017), a currently serving Member's seat on the Zoning Board of Appeals becomes vacant before the end of that current Member's term, the Town Board hereby appoints Mike Senkier to that open seat as a full Member, and appoints Larry Mattiello to fill the position of Alternate Member.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

RESOLUTION #17-93 APPROVING ADAMS FAIRACRE FARMS FOR PURCHASE ORDER BILLING

The following Resolution was offered by Councilwoman Kelley, seconded by Councilman Welsh, to wit:

WHEREAS, the Town of Union Vale desires to add Adams Fairacre Farms to the list of approved purchase order billing accounts; and

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the Town Supervisor to execute a credit application with Adams Fairacre Farms so that a purchaser order billing account can be established with the Town of Union Vale; and

BE IT FURTHER RESOLVED THAT a copy of the fully executed agreement shall be kept on file in the office of the Town Clerk.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

Supervisor Tompkins noted this is to open a credit line in order to eliminate credit card use and pay bills by purchase order. This was discussed with the Comptroller's office and recommended by the State to move forward to pay bills in this approach.

RESOLUTION #17-94 AUTHORIZING BUDGET TRANSFERS AND AMENDMENTS

The following Resolution was offered by Supervisor Tompkins, seconded by Councilman McMorris, to wit:

OCTOBER 5, 2017 TOWN BOARD MINUTES

BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the following budget amendment and transfers:

1. Amend 2017 Adopted Budget to Create Line 'Website Renewal' in Expenditure Account A1680.4 Media
2. Transfer from Line A1680.1 Media for Planning and Zoning Boards to Line A1680.4 Website Renewal in the amount of \$1272.00
3. Transfer from Line A1680.4 Miscellaneous to Line A1680.4 Website Renewal in the amount of \$691.00

BE IT FURTHER RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the following budget amendment and transfer:

1. Amend 2017 Adopted Budget to Create Line 'DCSPCA Housing' in Expenditure Account A3510.4 Dog Control
2. Transfer from Line A1990.4 General Contingency to Line A3510.4 Dog Control in the amount of \$1,400.00

BE IT FURTHER RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the following budget amendment and transfer:

1. Amend 2017 Adopted Budget to Create Line 'Godfrey Park Fence' in Expenditure Account A7110.2 Parks
2. Transfer from Recreation Improvement Fund to Line A7110.2 Godfrey Park Fence in the amount of \$1912.00

BE IT FURTHER RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the following budget amendments:

1. Amend 2017 Adopted Budget to Create Line 'Equipment Funds from Auction' in Expenditure Account A7110.2 Parks
2. Increase Revenue Account A2770 Unclassified Revenue in the amount of \$6,650.00
3. Increase Expenditure Account A7110.2 Line Tymor Park Equipment Funds from Auction in the amount \$6,650.00

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

RESOLUTION #17-95 APPROVING ESCROW OUTLINE PROCEDURE

The following Resolution was offered by Supervisor Tompkins, seconded by Councilman Welsh, to wit:

WHEREAS, the Town of Union Vale desires adopt a procedure to handle how the escrow billing is completed

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Union Vale hereby authorizes the Land Use Secretary to adhere to the Escrow Outline Overview document created June 7th.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

Councilman Welsh	Aye
Councilwoman Kelley	Aye
Supervisor Tompkins	Aye
Councilman McMorris	Aye
Councilman Frazier	Aye

Supervisor Tompkins wanted everyone to be aware the October is Breast Cancer Awareness month. Councilman Welsh asked that the letter that was received from the fire company's attorney be made into the form of a resolution and be passed at the next meeting. He also noted that this money can be added to the 2018 budget as revenue. This was part of the reason that the FEMA money was granted to the Town of Union Vale.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Kevin Durland, Planning Board Chairperson- spoke about ongoing conversation regarding escrow. He asked the board based on the proposal provided. Supervisor Tompkins said there were no issues with the verbiage or the figures. They would like the data extracted into fee schedule. Mr. Durland said that this was merely a draft and he would prefer more input and feedback from the Town Board. Councilman Frazier asked that this be sent to the attorney to pass this in the form of a resolution. There was further discussion that the fee schedule draft and what needed to be included to pass at a Town Board level.

Supervisor Tompkins offered to speak with Town Attorney to finalize the proposal.

Joan Miller, Land Use Secretary spoke about the escrow procedure and the timeline and confusion on the communication. She referenced email and verbal correspondence between her and the Board and asked for more direction and clarification in order to complete the necessary tasks in regards to the escrow proceedings. There was further discussion on how to resolve the situation. Councilman Frazier suggested that the Planning Chair and ZBA Chair need to determine the hours needed for the Land Use Secretary.

Kevin Durland inquired on how to increase the hours again if needed and the Board agreed upon request it can be revisited in the future. It was suggested that a meeting be set for each member in the process to know their role in escrow procedure process to resolve all issues.

MOTION TO APPROVE ESCROW OUTLINE (Resolution #17-95)

Supervisor Tompkins made a motion to pass the escrow outline overview document that was provided on June 7th which was seconded by Councilman Welsh

Steven Habiague, Mountain Creek Road- Spoke about the consultants proposing reasonable fees and would like an explanation for each item for a fixed fee. He also spoke about a recent bill he objected to although agrees to pay based on the recommendations he thought to be fair practice. Supervisor Tompkins told Mr. Habiague the procedure document was sent to all the consultants and they were asked to follow it. He further discussed what is fair and reasonable in terms of consultant billing and offered to help anyway he can.

Tanna Kiniry- had questions about escrow; she has not received a statement other than what she asked for in a FOIL request. Mrs. Kiniry also stated that the applicants should not be charged for the consultants to learn town code, they should be familiar with it. She further spoke about her project and the bills and issues she incurred in the amount of \$15,000.

Sadler Baskt- wanted to thank the Town Board on eliminating waste and tax cuts. She also inquired about an ongoing investigation regarding the prior administration. Supervisor Tompkins noted that this cannot be discussed as it is still currently ongoing. Councilman Frazier wanted noted that it is an audit, not an investigation.

Steven Habiague – spoke again about the bills being fair and reasonable regarding the need for specialized knowledge. If it is something that is not in the Planning Board jurisdiction a fee for review of that would not reasonable.

Daniel Hallock- recently heard that the Highway Superintendent might be working 2 part-time jobs in conjunction with running the 40 hour a week Highway Superintendent and inquired about this. Councilman Frazier said this was none of his business unless there was evidence to support this accusation and work was not being done. He asked if the Board could look into this. There was further discussion on the validity of safety claims.

Joan Miller- further inquired about read-receipts and why she does not get them back from everyone. Ryan Peterman explained that they would have to be part of the same email server/ provider. With the current set-up it can be done with a third-party provider.

Barbara Brzozowski- feels the current Highway Superintendent should be part of this discussion.

MOTION TO ADJOURN

At 8:21pm Councilman Welsh made a motion to adjourn which was seconded by Supervisor Tompkins. All were unanimously in favor.

Respectfully Submitted,
Andrea Casey, Town Clerk