REGULAR MEETING

JANUARY 21, 2014

A Regular Meeting of the Town Board of the Town of Hampton, County of Washington and the State of New York was held at the Town Hall, 2629 State Route 22A, Hampton, New York on the 21st day of January, 2015.

PRESENT: David K. O’Brien----------Supervisor

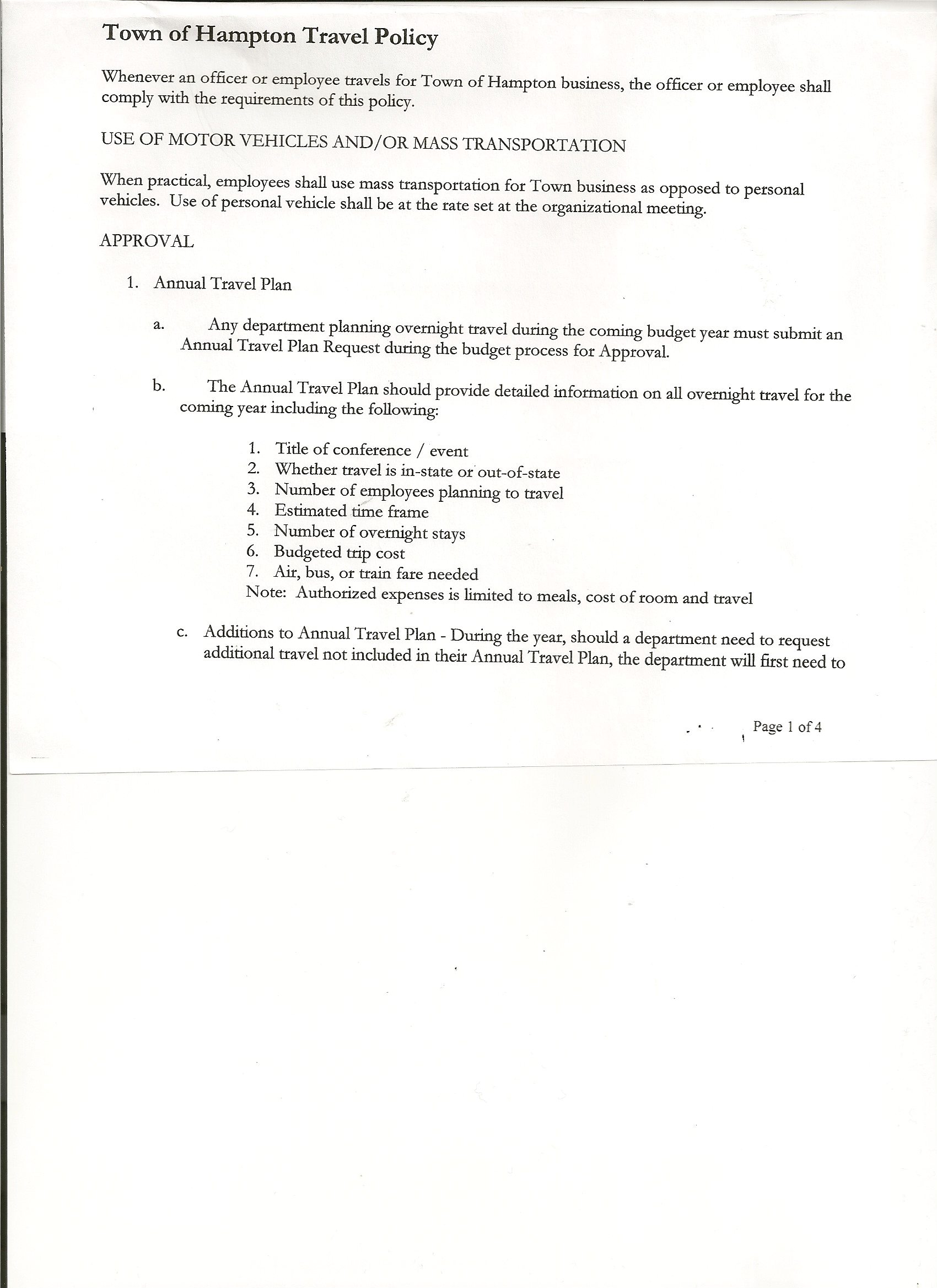
Tamme Taran---------------Councilwoman

David Jensen----------------Councilman

Donald Sady----------------Councilman

Andrea Sweeney-----------Councilwoman

Rebecca Jones--------------Town Clerk



Camilla Shaw---------------Tax Collector/Deputy Town Clerk

Herbert Sady, Jr.------------Highway Superintendent

Planning Board Member(s): no one present

Also present: Artie Pratt and Matthew Pratt

The meeting was called to order by Supervisor O’Brien at 7:30pm followed by the Pledge of Allegiance. Location of Fire Exits was given.

**RESOLUTION NO. 6-2015**

**APPROVAL OF THE MINUTES**

On a motion of Councilman Sady, seconded by Councilwoman Taran, the following resolution was

ADOPTED: Ayes 5 O’Brien, Taran, Jensen, Sady, Sweeney

Nays 0

RESOLVED that the Regular Town Board Minutes for December 17th, 2014; the Special Town Board Minutes for December 29th, 2014 and the Special Town Board Minutes for January 1st, 2015 are approved.

Camilla Shaw, Tax Collector reported that she has collected over $160,000.00 thus far, representing 210 parcels.

No Planning Board Report-no members present

**RESOLUTION NO. 7-2015**

**APPOINT PLANNING BOARD MEMBERS**

On a motion of Councilman Sady, seconded by Councilman Jensen, the following resolution was

ADOPTED: Ayes 5 O’Brien, Taran, Jensen, Sady, Sweeney

Nays 0

RESOLVED, to appoint Bonnie Hawley as Chairwoman of the Planning Board and Timothy Richards, Francis Baker, Dianna Sofia as Members of the Planning Board.

Larry Carman, Dog Control Officer – no report submitted

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Herbert Sady, Jr., Highway Superintendent gave his report: (a copy is attached)

* Fellas doing preventive maintenance on equipment
* George Palmer had a mishap with the ’97 International- he went off the Hickey Road, no one was hurt and truck was able to be pulled back on the road with the grader, driver’s side mirror was damaged.
* Issue on Hills Pond Road and Roberts Lane with mud
* Dealt with icy roads on Sunday

Alternative Sentencing will be priming and painting outside of Town Garage sometime this year.

Condition of County Route 18 was discussed… Supervisor O’Brien will meet with County DPW next week.

**RESOLUTION NO. 8-2015**

**BUDGET AMENDMENT**

On a motion of Councilman Sady, seconded by Councilwoman Taran, the following resolution was

ADOPTED by Roll Call Vote: Supervisor O’Brien AYE

Councilwoman Sweeney AYE

Councilman Sady AYE

Councilwoman Taran AYE

Councilman Jensen AYE

RESOLVED that, the following Budget Amendments to the General Fund are approved:

Increase Other Unclassified Revenues Account A2770 in the amount of $15241.27

Increase Contingent Fund Account A1990.4 in the amount of $15241.27

Increase Supervisor CE Account A1220.4 in the amount of $668.80

Increase Tax Collector CE Account A1330.4 in the amount of $453.89

Increase Central Printing & Mailing CE Account A1670.4 in the amount of $1187.76

Increase Garage CE Account A5132.4 in the amount of $2552.15

Increase State Retirement Account A9010.8 in the amount of $4000.00

Increase Attorney CE Account A1420.4 in the amount of $19.00

Decrease Supervisor Personal Service Account A1220.1 in the amount of $660.00

Decrease Contingent Fund Account A1990.4 in the amount of $8221.60

**RESOLUTION NO. 9-2015**

**BUDGET AMENDMENT**

On a motion of Councilman Sady, seconded by Councilwoman Taran, the following resolution was

ADOPTED by Roll Call Vote: Supervisor O’Brien AYE

Councilwoman Sweeney AYE

Councilman Sady AYE

Councilwoman Taran AYE

Councilman Jensen AYE

RESOLVED that, the following Budget Amendments to the Highway Fund are approved:

Increase General Repairs PS Account DA5110.1 in the amount of $1112.32

Increase Snow Removal CE Account DA5142.4 in the amount of $9659.64

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Increase State Retirement Account DA9010.8 in the amount of $2161.00

Increase Social Security Account DA9030.8 in the amount of $ 45.61

Increase Consolidated Highway (Income) Account DA3501 in the amount of $5641.89

Decrease General Repairs CE Account DA5110.4 in the amount of $14212.85

**RESOLUTION NO. 10-2015**

**APPROVAL OF SUPERVISOR’S MONTHLY REPORT**

On a motion of Councilwoman Taran, seconded by Councilman Sady, the following resolution was ADOPTED Ayes 5 O’Brien, Taran, Jensen, Sady, Sweeney

Nays 0

RESOLVED that the Supervisor’s Monthly report be accepted as submitted for **DECEMBER 2014.**

11/30/14 12/31/14

ACCOUNT BALANCE RECEIPTS DISBURSEMENTS BALANCE

General Fund $ 49822.01 $ 6290.37 $ 17578.46 $ 38533.92

Highway Fund $ 55694.44 $ 4.45 $ 23468.49 $ 32230.40

Equipment Reserve $ 85145.32 $ 7.23 $ 0.00 $ 85152.55

Fire #1 $ 15997.55 $ 1.21 $ 15992.50 $ 6.26

Fire #2 $ 2362.00 $ 0.00 $ 2362.00 $ 0.00

Totals $ 209021.32 $ 6303.26 $ 59401.45 $155923.13

All Board Members present signed Supervisor’s Report.

The Supervisor’s Report for the Year 2014 was given out to Board Members for their information and review.

01/01/14 12/31/14

ACCOUNT BALANCE RECEIPTS DISBURSEMENTS BALANCE

General Fund $ 41083.90 $ 106901.30 $ 109451.28 $ 38533.92

Highway Fund $ 22909.42 $ 220394.43 $ 211073.45 $ 32230.40

Equipment Reserve $ 64161.28 $ 20991 .27 $ 0.00 $ 85152.55

Building $ 1349.10 $ 60.21 $ 1409.31 $ 0.00

Fire #1 $ 0.00 $ 31991.26 $ 31985.00 $ 6.26

Fire #2 $ 0.00 $ 4724.00 $ 4724.00 $ 0.00

Totals $ 129503.70 $ 385062.47 $ 358643.04 $155923.13

County Updates/Communications

* Probation Officers okayed to carry firearms
* Memo from Washington County Community Engagement Stakeholders Group

Regarding Communities NOW outreach (copy attached)

* Right to Farm Law…ours does not have a limit on income levels as some towns do…leaving our Law the way it is
* Records room as been reconfigured

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**RESOLUTION NO. 11-2015**

END OF YEAR AUDITS

On a motion of Councilwoman Taran, seconded by Councilman Jensen, the following resolution was ADOPTED Ayes 5 O’Brien, Taran, Jensen, Sady, Sweeney

Nays 0

RESOLVED, to accept the Audits for 2014 for the Town Justice, Town Clerk, Tax Collector and Bookkeeper.

**RESOLUTION NO. 12-2015**

**AUTHORIZE TO PRE-PAY ITEMS**

MOTION BY: COUNCILMAN DONALD SADY

SECONDED BY: COUNCILMAN DAVID JENSEN

# **TITLE: RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO PAY BILLS**

**IN ORDER TO AVOID PENALTIES AND INTEREST**

**WHEREAS,** the Town has determined that due to certain bills being due prior to the Town Board Audit of bills,

**AND WHEREAS,** the Town Board is desirous of avoiding late fees, penalties and interest and maintain its good credit standing,

**NOW THEREFORE, BE IT RESOLVED:**

            That the Town Board of Hampton hereby authorizes the Supervisor to approve the payment of bills before audit if in the reasonable discretion of the Supervisor, it is necessary to do so to avoid any costs, penalties, interest or termination of service. The supervisor may pay claims for public utilities, postage, freight and express charges, before they are audited. The term “public utilities” includes electric, gas, water, sewer and telephone services and the purchase of fuel oil. All claims must be presented for audit at the next regular board meeting audit. The claimant and the town officer incurring or approving these claims are jointly and severally liable for any amount disallowed upon audit.

**BE IT FURTHER RESOLVED:**

 That the Town Board is not required by law to pre- audit payments of fixed salaries, compensation of officers or employees, principal and interest indebtedness, or amounts coming due on certain contracts

**BE IT FURTHER RESOLVED** that in the absence of the Supervisor, the Deputy Supervisor is authorized to review the bills and make the determination to authorize payment for the same reason.

**BE IT FURTHER RESOLVED** that the Town Clerk is hereby authorized and directed to add the following policy to the policy manual/employee handbook for the Town of Hampton**.**

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DATED: January 21, 2015 Supervisor O’Brien AYE

Councilwoman Sweeney AYE

Councilman Sady AYE

Councilwoman Taran AYE

Councilman Jensen AYE

**RESOLUTION NO. 13-2015**

**STANDARD WORK DAY and REPORTING RESOLUTION**

On a motion of Councilman Sady, seconded by Councilwoman Taran, the following resolution was ADOPTED Ayes 4 Taran, Jensen, Sady, Sweeney

Nays 0

Abstain 1 O’Brien

RESOLVED that the Standard Work Day and Reporting Resolution for Elected and Appointed Officials (RS 2417-A) be approved. (Copy is attached)

**RESOLUTION NO. 14-2015**

**APPOINT BOARD OF ASSESSMENT REVIEW MEMBER**

On a motion of Councilman Sady, seconded by Councilwoman Sweeney, the following resolution was ADOPTED Ayes 5 O’Brien, Taran, Jensen, Sady, Sweeney

Nays 0

RESOLVED to appoint Cynthia Hollister to the Board of Assessment Review to fill out the unexpired term of David Bridges.

Hampton Fire Department…2014 Report of Calls/Training and Budget was submitted by President Justin Perry. Supervisor O’Brien also discussed various grants that the Fire Department may want to apply for, contact person at the County willing to help with filing of these grants. Also would like there to be a discussion with Fire Department regarding ownership of building.

Annual Report of payments from the County to the Town for fiscal year 2014 was received . (Copy is attached).

The Town Clerk’s report for December 2014 was submitted to the Board. The Town Clerk had Board Members review and sign bank reconciliation statements for the Town Clerk Account and Special Town Clerk Account dated December 31st, 2014.

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**RESOLUTION NO. 15 -2015**

# **AUDIT OF CLAIMS**

On a motion of Councilman Sady, seconded by Councilwoman Sweeney the following resolution was ADOPTED Ayes 5 O’Brien, Taran, Jensen, Sady, Sweeney

Nays 0

RESOLVED that the bills have been reviewed by the Town Board and are authorized for payment in the following amounts.

General Fund No. 1 through No. 17 $ 7289.15

Highway Fund No. 1 through No. 14 $ 2765.40

Total both funds $ 10054.55

On a motion of Councilwoman Taran, seconded by Councilman Sady , the meeting adjourned at 8:45pm. All in favor Aye.

Respectfully submitted,

Rebecca S. Jones, RMC

Town Clerk