

**UNION VALE TOWN BOARD MEETING MARCH 19, 2020 TOWN HALL
249 DUNCAN ROAD LAGRANGEVILLE, NY 7:30PM**

PRESENT: Supervisor Maas

Council: Kevin Durland, Kevin McGivney, Steven Frazier & John Welsh (via Zoom web conferencing)

Highway Superintendent: Ed Kading

Town Clerk: Andrea Casey

Absent:

Town Attorney: Jeff Battistoni

Call to Order and Salute to the Flag at 7:40 PM

Executive Session: This item was tabled since Attorney Battistoni could not attend the meeting.

MOTION TO APPROVE MINUTES

Supervisor Maas made a motion to approve the February 20, 2020 meeting as written, which was seconded by Councilman Durland and all were unanimously in favor.

Town Supervisor Report

Supervisor Maas began by reading a complimentary e-mail from a resident on Old Camby Road to her and the Highway Superintendent regarding the Highway Crew repairs of winter damage done to a front yard. She then reported on tax collection stating that the bulk of the tax revenue has been collected for 2020. \$833,119.35 is still uncollected but the Town does not turn over the outstanding collections to the County until June 1st, so there is still time. After June 1st, the penalties go up to 5%. The Tax Collector is in 3 days a week plus Saturday mornings from 9 to noon and urged residents to call if there were any questions.

Cash Flow Statement for February – The Town reached 102% of revenue target for the month; only spent 86% of budgeted expenditures for the month. Recreation & Recycling Center were the standouts for revenue and, in her opinion, an excellent start for the year. Consistent with our monthly process, Town Board members have received all these reports: the Warrants (or list of bills paid), Cash Receipts, Escrow Report, Building Dept. report and list of all deposits to the General & Highway Funds for the month of February. Cash audits are underway and materials will be distributed to our auditor for his review.

In light of the pandemic the Town Hall is open, but asks residents to call or email first, as many employees are working from home with the exception of essential personnel in order to have everyone be exercise caution. She reported that the Town has more than met the Governor & County Executives' mandated 50% drop in work force by keeping essential personnel and permitting remote access for 100% of our employees. The computers and use of the product Zoom will allow the public to access for more resident interaction. Given that the Highway Department did not spend all the revenues allocated in 2019, we have a Highway Fund Balance of \$400,422. \$50,000 will be transferred to a Highway Capital Reserve Account (to save for future capital purchases in Highway). The rest will be utilized in 2020 to cover the very expensive cost of paving roads. The General Fund has an ending Fund Balance of \$2,5M. The Town has been trying to save money and the staff is doing a great job of not being wasteful.

Supervisor Maas has taken a look at the potential for lost revenues, due to the Coronavirus, the Town could possibly lose over a 4- month period and it could be as much as \$186,000 depending on how long this catastrophe lasts. She stated the Town will continue to be cautious with taxpayers' money.

Board Member Reports

Councilman Frazier had nothing to report at this time.

Councilman McGivney noted in light of what is going on, despite that, the weather is getting nice advocated getting outdoors and using this time wisely.

Councilman Durland had nothing to report at this time

Councilman Welsh- Absent, but will be on zoom video conference later in the meeting.

Town Highway Superintendent Report –Superintendent Kading reported on the lack of winter weather and the salt savings for the year as well as other ongoing projects and annual equipment maintenance. He described the cost detail for the Highway 284 Agreement for 2020 focusing on work needed and cost per mile. Superintendent Kading consulted with the Town Engineer who reviewed several of the town roads in order to obtain information on how to proceed in the most cost-efficient manner that will also provide the most longevity. He described the process which is similar to what most other towns do. They will first reclaim the existing asphalt, mix it with the sub-base material that is also existing. It will then be graded, compacted and covered with 3-

inches of asphalt binder. Next, it is topped with oil and stone to seal and provide appropriate traction. He noted this process is not cheap costing approximately \$50,000/per mile just for the reclamation element. The second part of the process with the asphalt costs approximately \$185,420.00/ per mile. The last part of oil and stoning is an additional \$17,520/per mile. Therefore, the total cost of rehabbing a road totals \$252,945.00 per mile of Town road using the aforementioned process which, has been deemed the most cost effective and longest lasting. In 2020 there are 3 roads that were scheduled as per the 5-year plan however, it is up the Highway Superintendents digression which roads to pave. His decision was based on these factors: road condition, population vs traffic on the road. This year the roads are Bloomer Road consisting of 1.85 miles at a cost of \$467,949.00 and Jordan Court consisting of 0.40 miles at a cost of \$101,178.00. He pointed out what is not included is the preparation work such as, repair of catch basins etc. done by the Highway Department, thereby bringing the total cost estimated to about \$569,127.00. The Superintendent understands there are other roads that need attention, but he must remain within the budgeted allowance of funding. Bloomer Road has been on the docket for a few years and rounds out at the longest Road in Union Vale. There was further discussion on the life span and other factors that contribute to this process. Roads that will not be included this year are: Robinwood, Clapp Hill, Old Camby, and Oswego. Another interesting figure Superintendent Kading pointed out is the amount of tonnage per mile of road which totals 2,145 tons of asphalt roughly equating to 200 truckloads.

HIGHWAY 284-AGREEMENT 2020 VOTE

Supervisor Maas made a motion to accept the Highway 284 Agreement as submitted by the Superintendent of Highways in the expenditure amount of \$569,127.00 which includes Bloomer and Jordan Court. This was seconded by Councilman Durland and all were unanimously in favor of this decision.

Town Clerk Report- Town Clerk Casey had nothing to report at this time.

Departmental Reports:

Old Business: Town Board Rules of Procedure – Discussion, this item was tabled.

New Business:

ZOOM web conferencing for meetings & disaster preparedness. This is a video conferencing tool that the Town will utilize in the cost of \$599.60/year

MOTION TO PERMIT ZOOM

Supervisor Maas made a motion to purchase Zoom Web Conferencing for full year in the amount of \$599.60/year at this time and if found not useful, submit for refund. This was seconded by Councilman McGivney and all were unanimously in favor of this purchase.

Resolutions & Motions:

Motion to Approve Policies & Procedures Subject to Annual review.

Supervisor Maas made a motion to approve 3 policies, for 2020 which include: Financial Control Policy, Credit Card Policy, and Procurement Policy. No changes were needed and this motion was seconded by Councilman Durland and all were unanimously in favor.

Motion to Approve Master Fee Schedule for 2020

Councilman Durland made a motion to approve the master fee schedule for 2020 which was seconded by Councilman McGivney. Supervisor Maas stated the largest changes were the recycling center, and the pool non-resident fee schedule. All were unanimously in favor of passing the fee schedule as revised.

Motion to transfer money from Escrow Account to General Fund

Supervisor Maas made a motion to transfer \$42,953.27 from the Escrow Account to the General Fund to replace the funds from taxpayer money needed for consultant fees. This motion was seconded by Councilman Frazier and all were unanimously in favor.

MOTION TO PAY BILLS

Councilman Frazier made a motion to approve budget adjustments, warrants, pay bills which was seconded by Councilman Welsh and all were unanimously in favor.

Councilman Frazier would like to move forward with the 3 code changes as soon as possible, Supervisor Maas said they are on deck.

The Town Board would like to know if any seniors are watching and need assistance in any capacity. The Links, BBQ 82, Iron Furnace will all have take-out options available and will have left over food that the Methodist church will help deliver food to those who in need. Hanger café will close for the next month and will not do take out.

The meeting was adjourned at 8:27 P.M.

Respectfully Submitted,
Andrea Casey
Town Clerk

Next Scheduled Meetings:

April 2nd – Town Board Work Session & Discussion (*No Agenda, No Action Taken*)

April 16th – Town Board Regular Agenda Meeting

Attachments Include:

Highway Five Year Capital Plan

Highway Costs for 2020 for 284-Agreement

January 17, 2019
Revised April 17, 2019
Revised December 31, 2019
Revised March 19, 2020

Town of Union Vale Highway Department

ORIGINAL FIVE YEAR ROAD MAINTENANCE PLAN

(With Comments and Changes)

2019 - Plan not completed (3 roads indicated were removed or delayed)

Mallory - completed in 2019

~~Bloomer~~
~~Robinwood~~
~~Tymor Park Road~~

2020 - New Plan (strikethroughs represent those removed from 2020 list)

Bloomer Road
Jordan Court
~~Pleasant Ridge Extension~~
~~Clapp Hill~~
Old Camby Road
Oswege

2021

Seeley
O'Brien Hill
Barmore
Shaughnessy

2022

Milewood
Cole
Cutler Lane
Hoof Print

2023

Tompkins
Verbank Village (Route 82 to Duncan)
Brush Hill

Note: The Highway Superintendent will review the road inventory in the town annually and make changes to the order roads appear on this list as warranted.

Highway Cost Estimates - 2020

Town Board 284 Discussion

Reclamation:

Peckham Industries \$50,000 per mile

Binder Paving: \$185,425 using 2,145 Tons per mile

Peckham (material) \$65 per ton

Clove Excavators (paving/compacting) \$20 per ton

(seal the blacktop/ wear

Oil & Stone layer) \$17,520

Total Per Mile	\$252,945
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Excludes:
Engineering
Prep Work
Pipe cost
Overhead Work