

A workshop of the Town Board of the Town of Moreau was held on September 19, 2018 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York, for the purpose discussing water tap fees, and Mobile Home Park Permits.

The Supervisor call the workshop to order at 5:30 p.m.

**TOWN BOARD MEMBERS PRESENT**

John Hogan	Councilman
Alan Vantassel	Councilman
Kyle Noonan	Councilman
Theodore T Kusnierz, Jr.	Supervisor

**TOWN BOARD MEMBERS ABSENT**

Gina LeClair	Councilwoman
--------------	--------------

**Also present:** Tammy Daley, Deputy Town Clerk; Jesse Fish; Water Department Superintendent.

The Supervisor welcomed everyone to the workshop.

The Supervisor stated the purpose of the workshop was to discuss water tap fees by request of the Water Superintendent Jesse Fish.

The Supervisor asked Jesse what changes he would like to see on the buy in fees if any. Jesse stated that they have tapping fees and the same fee is charged whether it is a 3/4" service or a 3" service. He stated that they are performing the same work, but with the cost of the materials, machinery, and the manpower that they are using, it is getting pretty close to not being covered by the fee they charge. He handed out a fee schedule of what the Town of Queensbury Water Department charges. He stated he thinks they should maybe change to a sliding scale in order to recover the money that they are putting into the water tap.

Supervisor Kusnierz stated the other issue to discuss was businesses and other structures that require a larger line and would require a larger meter. Jesse stated that they supply a one inch meter. He thinks if they are going to put in a six inch line, that requires a bigger meter, they should pay for it. He would like to be able to order these larger meters and the one inch meters to have them in stock when someone needs a meter. There is a backorder on meters now with a ship date of November 11<sup>th</sup>. Supervisor Kusnierz stated he doesn't think the water district users should have to subsidize for the increased cost of the larger meters.

Councilman VanTassel asked Jesse if he is ever in a situation with the current procurement policy. Jesse stated yes, he had a list of parts, the cost was \$1,100.00. He also just did a job where the parts were \$1,500.00. He asked what he was supposed to do when he needs the parts and it's over the procurement policy of \$500.00. He doesn't want the people to have to wait until he gets Town Board approval. Councilman VanTassel asked if they had stock on a shelf if it would age out and then not be able to use it because it is too old. He feels this needs more discussion. Supervisor Kusnierz thinks if any changes are made they need to include these changes in the tentative budget if everyone agrees. Councilman VanTassel likes the way the water tap pricing is done in Queensbury. He stated it is easier to read and understand. Council members were going to review what they discussed and provide comments to Supervisor Kusnierz to see if it should be put on the agenda. If the Board is in agreement with prices they would need to do a resolution. Also if they agree, there would need to be a resolution to change the procurement policy on the Water Department purchases before they need Board approval.

The workshop concluded at 5:55 p.m.

A workshop of the Town Board of the Town of Moreau was held on September 19, 2018 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York, for the purpose discussing water tap fees, and Mobile Home Park Permits.

The Supervisor called the workshop for Mobile Home Park fees to order at 6:00 p.m.

The Supervisor stated the reason for this second workshop was for Mobile Home Park fees. He stated the purpose is to discuss an inquiry from one of the largest of the Town's Mobile Home Park owners. The owner stated he thought the fee was burdensome, and he was not receiving any service for those fees. The Supervisor had a chart of the fees collected from Mobile Park Owners by the Town of Moreau over the years. He stated some have been very consistent on paying the fee. Also in 2013 thru 2016 it was hit or miss on the fees collected by the Town of Moreau, which is unfair from a business standpoint for the people that are paying the fee.

Supervisor Kusnierz wanted to discuss with the Board the inspection program in greater detail, get the Board's thoughts on whether they wanted to continue the fee, modify it, or not to charge fees. He stated the Building Department has not been doing these inspections since 2016 and he thinks that is a problem that we collect fees for a service that we don't provide.

The Supervisor went over the five inspection checks that are supposed to be done. One was for the condition of the roads in the park. The Building Inspector is supposed to pass or fail, there is no criteria for that anywhere in our code. The second is septic systems, supposed to be a pass or fail on that also. Again there is no criteria for that either. The third is for electric meter pans, if they are numbered. Supervisor Kusnierz stated they are inspected by the park, and they do a good job of keeping them properly numbered. The next is trash, how it is stored, in a dumpster or a container. The last is are the homes numbered. He stated he knows they are numbered from a safety standpoint because of 911. Supervisor Kusnierz's thoughts are to have the Building Department reach out to the Department of Health and see what inspections if any are required by law for Mobile Home Parks.

Councilman Noonan likes the idea of doing these inspections. His thought was maybe readjust the fees to cover the manpower to do these inspections and write the reports. He stated he thinks it's a good idea to have some kind of inspection to stay on top of properties to keep the residents safe.

Councilman VanTassel stated the Department of Health does have strict guidelines. If they don't have any current mandates for municipalities to provide these inspections, and if they don't benefit the Town residents, he wonders why the Town needs to be doing them. He stated the checklist lacks definition of pass or fail. He too thinks the Building Department should contact the Department of Health.

Supervisor Kusnierz is going to have the Building Department call the Department of Health in Glens Falls and see what the requirements are for Mobile Home Parks if any. Also maybe contact other municipalities to see if they have any regulations in place for their Mobile Home Parks.

Councilman VanTassel asked if Mobile Home Parks are the only roads the Town doesn't take ownership of. Supervisor Kusnierz stated that Mobile Home Parks are privately owned, so the Mobile Home Park owner maintains those roads. All were in agreement to wait and see what the Building Department finds out after they contact the Department of Health, also after they talk to other municipalities to see if they have any inspections for their Mobile Home Parks. Councilman Kusnierz stated they would need to have a decision by mid-November of the changes that they want to make, or not require the Mobile Home Park owners to get the permit.

The workshop concluded at 6:25 p.m.

Respectfully submitted,

Tammy Daley  
Deputy Town Clerk

A workshop of the Town Board of the Town of Moreau was held on September 19, 2018 in the Town of Moreau Municipal Building, 351 Reynolds Road, Moreau, New York, for the purpose discussing water tap fees, and Mobile Home Park Permits.