

A regular meeting of the Town Board of the Town of Moreau was held on July 28, 2015 in the Town of Moreau Municipal Building, 351 Reynold Road, Moreau, New York.

Supervisor Jenkins called the meeting to order at 7:00 p.m.

The Town Clerk called the roll.

Town Board Members Present

Bob Prendergast	Councilman
Gina LeClair	Councilwoman
Robert J. Vittengl, Jr.	Councilman
Preston L. Jenkins, Jr.	Supervisor

Town Board Members Absent

Todd Kusnierz	Councilman
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Also present: Leeann McCabe, Town Clerk; Peggy Jenkins, Assessor; Jesse Fish, Water Superintendent; Jeff McCabe, Town Justice; Pete Corlew, Recreation Department Laborer; Kathleen Moore, Post Star Reporter and Resident of Moreau Joe Tardif

Supervisor Jenkins welcomed everyone to the meeting and asked that any electronic devices be silenced or turned off.

APPROVAL OF MINUTES

The minutes from May 26, 2015 (3 sets), June 18, 2015 and July 14, 2015 were prepared and presented to the Town Board in advance of the meeting for their review, comment, correction and approval.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl to approve the 3 sets of minutes from May 26, 2015 as prepared.

Roll call vote resulted as follows:

Councilwoman LeClair	Abstain
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl to approve the minutes from July 14, 2015 as prepared.

Roll call vote resulted as follows:

Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Yes
Supervisor Jenkins	Abstain

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl to approve the minutes from June 18, 2015 as prepared.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Abstain
Councilwoman LeClair	Yes

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Councilman Kusnierz	Absent
Supervisor Jenkins	Yes

SET FUTURE MEETINGS AND WORKSHOPS

There were no meetings scheduled. However, the Supervisor asked that the Water Committee schedule a meeting with Tim Burley and Jesse Fish regarding the asset management plan. There would be training and they would include Fran Thibodeau and Rudy Klick. He would also like to schedule a meeting to discuss consolidation of the water districts. He'll have his Secretary work on a date.

15 MINUTE PUBLIC COMMENT PERIOD

No comments.

COURT REQUEST

Supervisor Jenkins stated that this would be an executive session item.

HIGHWAY DEPARTMENT REQUEST

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair authorizing the purchase of Gasoline from Global Montello Group at a cost of \$10,000.00. This will be paid from account DB5142.460 which has a balance of \$64,500.06 as of July 2, 2015.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

WATER DEPARTMENT REQUESTS

None

RECREATION DEPARTMENT REQUESTS

A motion was made by Councilman Vittengl and seconded by Councilwoman LeClair authorizing the purchase of Signs for the Recreation Park from Mike Baird Signs at a cost of \$1,300.00. This will be paid from account HP 7180.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

There was a request from the Maintenance/Recreation Department to purchase pressure treated split rail fencing. This was approved in the current year's budget to replace old green posts and rope which are rotten and deteriorating. There was no one present from the Recreation Department that could answer the questions of the Board as to how much money was needed for this expense. Supervisor Jenkins asked that they get back to him with the measurements and they can give a verbal approval and then follow up at the next regular Town Board meeting.

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TOWN CLERK REQUEST

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the purchase of Tax Collection software for Internet Tax Tier 2 with system configuration, training and annual support-hosting from Business Automation Services Inc. at a cost of \$2,830.00. This will be paid from account A1330.4 which had a balance of \$7947.20 as of June 30, 2015.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Supervisor Jenkins	Yes

SET PUBLIC HEARING FOR THE ADDITION OF FARMLAND PROTECTION PLAN TO THE COMPREHENSIVE PLAN

A Public Hearing was scheduled for August 25, 2015 at 7:00 p.m. to be held during the regular Town Board meeting.

ENGAGE SERVICES OF SPRINKLER CONTRACTOR TO WORK WITH THE INSPECTOR

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl authorizing the Town to engage the services of Fire Control Systems Inc. at a rate of \$150.00 per hour for up to 10 hours to work with Jensen Hughes.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

KEEPING OF CHICKENS – SET PERMIT FEE

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl setting a permit fee of \$25.00 for the Keeping of Chickens.

Roll call vote resulted as follows:

Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	No
Councilwoman LeClair	Yes
Supervisor Jenkins	Yes

PC UNIVERSITY DISTRIBUTORS (TECHNOLOGY SUPPLIES)

An email was sent to the Town Supervisor from PC University Distributors Inc. as an introduction to their services. The Town will keep their information on file for possible future purchases.

15 MINUTE PUBLIC COMMENT PERIOD

A regular meeting of the Town Board of the Town of Moreau was held on July 28, 2015 in the Town of Moreau Municipal Building, 351 Reynold Road, Moreau, New York.

Joe Tardif asked about the placement of the American Flag. He stated that the American Flag should be in the middle. Supervisor Jenkins stated that he hasn't read that, but he will look into it.

COMMITTEE REPORTS

Councilwoman LeClair stated that she and Bob Vittengl were the only two people that showed up for the Beach Building meeting. She has spoken with Joe and feels that they should at least move forward with the roof. Councilman Vittengl stated that if they change the footprint of the building it becomes a major project. If they utilize the existing footprint and fix just the roof and not change the structure of the building, they're fine to go ahead. Supervisor Jenkins agreed that they should stay within the same footprint to avoid having DEC say they can't expand. He has no problem sending out RFP's.

Councilwoman LeClair addressed the Employee Handbook. Supervisor Jenkins stated that the Town Clerk has the changes that were made at the workshop. The Town Clerk stated that she had given all the changes to the Principal Account Clerk. She will work up the changes and get copies of the handbook to all of the Board members.

SUPERVISOR'S ITEMS

Supervisor Jenkins reported that he had a request to extend the due date for the RFP's for the update to the Comprehensive Plan and Zoning Code. The due date was July 30, 2015 and they were looking to have it extended by 1 week as most of the firms providing the RFP's are tied up with the CFA's that are due on July 31, 2015. Attorney Buettner stated that you would have to let all the people know that were sent the RFP's originally. Supervisor Jenkins stated that his feeling is to forget it.

Supervisor Jenkins reported that he received an email from Jim Mitchell today. He stated that the line outside was installed with the proper grade. He also stated that the insulation that was in the specifications wasn't installed. He's recommending that the sewer pipe between the septic tank and the distribution box be insulated to help protect the septic tank from freezing. He also recommends putting insulation on top and along the sides of the septic tank. The cost of the insulation would be approximately \$1,200.00. The cost of the labor and for the asphalt repair would be up to the Highway Department. They feel this will take care of the outside issues. With regard to the inside issues, they have someone coming in at a cost of \$500.00, that will run cameras through the whole system to determine if the pitch is proper. If it is determined that the pitch is proper then they'll need to create more water flow to make the system work properly. He stated that we should know in a couple days.

Supervisor Jenkins asked who they wanted to reach out to for the design of a Town Flag. Either the Schools or Art Illustrators. Councilman Prendergast stated that they should contact the School to get involved. Supervisor Jenkins stated that he would talk to the School.

Supervisor Jenkins received a notification from Fran Thibodeau that Water District VI doesn't have enough money to pay July's bills. The account is short about \$6,300.00. She asked if the Town Board wanted to borrow additional money from Water District IV, like they did last month or to have the Town Clerk make a payment for the water rent money collected in July. As of the date of her letter, the Town Clerk had collected \$18,300.00.

A motion was made by Councilwoman LeClair and seconded by Councilman Prendergast authorizing the Town Clerk to make a Pre-payment to the Supervisor in the amount of \$18,300.00 from payments received for Water District VI.

Roll call vote resulted as follows:

Councilman Vittengl	Yes
Councilman Prendergast	Yes
Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Supervisor Jenkins	Yes

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Supervisor Jenkins reported that they signed a contract with Verizon that will be bringing in \$34,800 per year to Water District VI. There was a permit issue but everything should be finalized next week. There were five lots with setback issues so they're going to merge the five lots. He stated that it's all Town property. This will eliminate the setback issues. Once the permit is issued, tentatively, on October 1, 2015, they will receive a 3 month payment.

He stated that as the budget officer and a CPA the Water District is in good shape.

Supervisor Jenkins wanted to discuss employee sick days. He received a memo from Fran Thibodeau asking the Town Board to pass a resolution for an Accumulated Sick Day Incentive. Presently, there are only 3 employees that this would pertain to. One is a union employee, so this wouldn't be addressed for that person. She stated in her memo that it would take 13 years without one sick day to reach 200 days. She proposed that any non-union employee that retires from the Town with an excess of 200 accumulated sick days would be eligible to receive a monthly credit of either \$100.00 toward their co-payment of health insurance premiums or a \$100.00 monthly cash payment as a health insurance buyout if they are not currently a member on the Town's health insurance plans for every (20) days of accumulated sick leave in excess of the 200 accumulated days.

A motion was made by Councilwoman LeClair and seconded by Councilman Vittengl to create an Accumulated Sick Day Incentive policy for any non-union employee that retires from the Town with an excess of 200 accumulated sick day would be eligible to receive a monthly credit of either \$100.00 toward their co-payment of health insurance premiums or a \$100.00 monthly cash payment as a health insurance buyout, if they are not currently a member on the Town's health insurance plans, for every (20) days of accumulated sick leave in excess of the 200 accumulated days.

Roll call vote resulted as follows:

Councilman Prendergast	Yes
Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Vittengl and seconded by Councilman Prendergast to adjourn to executive session at 7:35 p.m. to discuss an employment Court Request, a Labor Agreement with the Highway Department and the situation with the Mechanics position, employment history of an unnamed employee and the septic issue at the Town Hall Building.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

The Town Clerk did not sit in on the executive session. Judge McCabe was invited into the executive session.

A motion was made by Councilman Prendergast and seconded by Councilman Vittengl to close the executive session and re-open the regular meeting at 8:16 p.m.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Absent

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Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

There was no action taken in the executive session.

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair to approve Jennifer Miller as Full Time Court Clerk to the Justice at an annual rate of \$27,500.00, Effective August 1, 2015.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

A motion was made by Councilman Prendergast and seconded by Councilwoman LeClair to adjourn the regular meeting for the evening at 8:17 p.m.

Roll call vote resulted as follows:

Councilwoman LeClair	Yes
Councilman Kusnierz	Absent
Councilman Vittengl	Yes
Councilman Prendergast	Yes
Supervisor Jenkins	Yes

Meeting adjourned.

Respectfully submitted,

Leeann McCabe
Town Clerk

The above minutes are not intended to be a complete transcript of the meeting, only a summary. To hear the complete audio of the meeting, please visit the Town's website at: www.townofmoreau.org