

A month-end meeting was held by the Town Board of the Town of Moreau on December 27, 2016 in the Town of Moreau municipal building, 351 Reynolds Road, Moreau, New York.

The Supervisor opened the month-end meeting at 6:40 p.m.

The Town Clerk called the roll.

**Town Board Members Present**

Alan VanTassel	Councilman
Gina LeClair	Councilwoman
Todd Kusnierz	Councilman
Gardner Congdon	Supervisor

**Town Board Members Absent**

Bob Prendergast	Councilman
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**Also present:** Leeann McCabe, Town Clerk; Malcolm O'Hara, Attorney for the Town; Paul Joseph, Highway Superintendent; Elizabeth Lanfear, Supervisor's Confidential Secretary; Rudy Klick, Special Project Aide; Pete Corlew, Recreation Maintenance Director; Moreau Emergency Squad Members: Ron Quinn, Jr. and Steven VanGuilder; South Glens Falls Fire Company Members: Wayne Palmer and Mike Shaver; Reed Antis, Town Resident and Planning Board Member; Town Residents: Brian & Deb Abare, John Smith, Nicholas Quinn, Dan Crossman, Rich Morris, Jim Rando, Terry Clark; Village Residents: Brigid Martin, Rochelle Ryerson and Charlie Granger; April and Brian O'Hearn, Hudson Falls

There was little discussion at the beginning of the month-end meeting before two Public Hearings were to start.

The month-end meeting was held open, while the Town Board conducted the two public hearings and resumed at 7:05 p.m.

There were several items for discussion. The first three items were handled together as they were all Crystal Rock vouchers. The first had no original signature. The second had an invoice submitted, which had a different amount than what was signed for and an invoice that didn't include a signed delivery slip, which the Recreation Dept. stated that they hadn't received. The third was for a water cooler rental fee that had increased.

There was discussion on the requirement for original signatures. Councilman Kusnierz stated that the Board never passed a blanket policy to approve electronic or stamped signatures. The Town Clerk thought that Attorney Buettner had mentioned before that it would take more than a simple resolution to allow this. Attorney O'Hara stated that he would consult with her.

The Supervisor questioned why the Town was buying water at all and why everyone couldn't just drink from the tap. This will be a topic of discussion at the organizational meeting on January 5, 2017.

A motion was made by Councilman Kusnierz and seconded by Councilman VanTassel authorizing payment to Crystal Rock in the amount of \$108.58, without original signatures on the vouchers and authorizing Rudy Klick to adjust the amount paid to Crystal Rock on other vouchers to correspond with what was received. He is to pay for the two bottles that were received unless they can prove that more bottles were received. Authorization was also given for the increase in the rental fee of a water cooler at the Highway Garage from \$9.00 to \$11.00.

Roll call vote resulted as follows:

Councilman VanTassel	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Congdon	Yes

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A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair authorizing payment to American Aerial in the amount of \$620.82. The emergency roadside repair was done on Truck #9 and exceeded the \$500.00 procurement policy. This will be paid from accounts DB5130.405 in the amount of \$375.00, DB5130.492 in the amount of \$221.23 and DB5130.492 in the amount of \$24.59. Also, authorizing payment to Fleet Pride in the amount of \$920.00 for emergency work that exceeded the \$500.00 procurement policy. This will be paid from account DB5130.405. Also, authorizing payment to Fort Miller FAB3 Corp. in the amount of \$687.30 for conveyor chain emergency work for truck 13, which exceeded the \$500.00 procurement policy. This will be paid from account DB5130.405.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman VanTassel	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Supervisor Congdon	Yes

On March 15, 2015, the Town Board approved an advance of \$500.00 for food, travel and lodging for the Highway Superintendent. Only \$400.00 was taken for the advance and \$1.33 was returned. The Town Board needs to approve the payment for the hotel expense of \$433.00.

A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair authorizing payment to Hotel Ithaca in the amount of \$433.00. This will be paid from account A5010.401.

Roll call vote resulted as follows:

Councilman VanTassel	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Congdon	Yes

A voucher was received from Cranesville Block Co. Inc. in the amount of \$5,420.05 for winter sand. The PO was for \$5,000.00 and therefor the additional \$420.05 needs Board approval.

A motion was made by Councilwoman LeClair and seconded by Councilman VanTassel authorizing payment to Cranesville Block Co. Inc. in the amount of \$5,420.05, which is \$420.05 over the PO amount, for winter sand. This will be paid from account DB5142.491.

Roll call vote resulted as follows:

Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman VanTassel	Yes
Supervisor Congdon	Yes

A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair authorizing payment to Tifco Industries in the amount of \$170.78 without having an original signature on the voucher. This will be paid from account DB5130.480.

A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair authorizing payment to American Rock Salt Co. in the amount of \$32,648.82 for four invoices with electronic signatures. These will be paid from account DB5142.490.

Roll call vote resulted as follows:

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Councilman Kusnierz	Yes
Councilman VanTassel	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Supervisor Congdon	Abstain

An invoice from Bartlett, Pontiff, Stewart and Rhodes was withheld from the audit in the amount of \$52.00. The balance in the Trust and Agency account TA30.469.2 is only \$10.66. They are awaiting the funds from the contractor to cover this expense.

A voucher was received from the Post Star Newspaper and is being withheld from this audit until there is discussion at the organizational meeting. The Supervisor was of the opinion that it should be canceled as there isn't time for anyone to read it. He stated that it would save the Town \$369.99 per year and that he was willing to bring his paper from home.

A motion was made by Supervisor Congdon and seconded by Councilwoman LeClair to accept the following transfers as provided by the Principal Account Clerk.

To increase revenues by \$29,023.60 to A2680-3 General Fund – Ins Recoveries – 2/16/16 Court Flood And, to increase expenditures by \$29,023.60 to A1620.421 General Fund – Flood Costs (Contractual) 2/16/16.

An increase in revenues and appropriations is necessary due to the flooding on February 16, 2016 in the Town of Moreau Municipal Office Complex. The budget amendment will cover repairs to the Court Room and Court offices from the building that was damaged as a result of that flood.

To increase revenues by \$22,098.00 to A1640 General Fund – Ambulance Charges and to increase expenditures by \$22,098.00 to A4540.409.1 General Fund – Ambulance – Paramedic Program.

To receive and expend fees associated with the paramedic program services with the Moreau Emergency Squad.

That \$2,000.00 be transferred from A1110.1 General Fund – Justices – Personal Services and \$2,000.00 be transferred to A1110.4 General Fund – Justices – Contractual.

A transfer is needed to pay vouchers for the December 2016 audit meeting and the remaining 2016 expenses.

That \$1,500.00 be transferred from A1010.4 General Fund – Town Board – Contractual and \$1,500.00 be transferred to A1315.1 General Fund – Special Project Aide – Personal Services.

A transfer is needed to pay personal services for the Special Project Aide for the remaining 2016 year.

That \$3,600.00 be transferred from A1990.4 General Fund – Contingent – Contractual and \$600.00 be transferred to A5010.410 General Fund – Superintendent of Highways – Attorney and \$3,000.00 be transferred to A5182.4 General Fund – Street Lighting – Contractual.

A transfer is needed to pay Bartlett, Pontiff, Stewart & Rhodes for CSEA issues and National Grid for the street lighting vouchers for 2016.

That \$1,400.00 be transferred from A1620.1 General Fund – Buildings – Personal Services and \$2,000.00 be transferred from A1620.2 General Fund – Buildings – Equipment and \$1,984.60 be transferred to A1620.4 General Fund – Buildings – Contractual and \$1,415.40 be transferred to A1620.401 General Fund – Buildings – Municipal Center.

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A transfer is needed to pay December 2016 and remaining 2016 vouchers for the General Fund building expenses.

That \$59.40 be transferred from A5010.2 General Fund – Superintendent of Highways – Equipment and \$59.40 be transferred to A5010.406 General Fund – Superintendent of Highways – Advertising.

A transfer is needed to pay vouchers for December 2016 for the Superintendent of Highways.

Roll call vote resulted as follows:

Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Councilman VanTassel	Yes
Supervisor Congdon	Yes

A motion was made by Councilman Kusnierz and seconded by Councilwoman LeClair to approve the bills as audited.

The motion was withdrawn as the Special Project Aide hadn't finished going over the vouchers.

A motion was made by Councilwoman LeClair and seconded by Councilman VanTassel to approve the bills as audited.

Roll call vote resulted as follows:

Councilman Kusnierz	Yes
Councilman VanTassel	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Supervisor Congdon	Yes

**AUDITED CLAIMS**

General Fund – A Account Claim nos. 1205-1207, 1209-1228, 1230, 1233, 1238-1241, 1244, 1251-1252, 1256-1260, 1263, 1266-1269, 1271, 1283, 1285, 1287-1288, 1292-1294, 1298-1300, 1305, 1307, 1310	\$116,239.68
Town Outside Fund – B Account Claim nos. 1214, 1227, 1235, 1237, 1243, 1251, 1255, 1266, 1274-1282, 1312-1314	\$6,528.18
Highway Fund – DB Account Claim nos. 1231, 1234, 1237, 1242, 1245-1246, 1248, 1250, 1253-1254, 1261-1262, 1264-1265, 1269-1270, 1272-1273, 1286-1287, 1289-1292, 1295, 1297, 1299, 1303-1304, 1306, 1308-1309, 1311	\$58,401.51
Sewer 1 Fund – GI Account Claim nos. 1212, 1214, 1226-1228, 1236, 1246, 1254, 1282	\$11,433.82
Water District 1 Fund – I Account Claim nos. 1209, 1212, 1214, 1220, 1223, 1226-1229, 1246-1247, 1251, 1284, 1298	\$263.78
Water District 2 Fund – II Account Claim nos. 1209, 1212, 1214, 1220, 1223, 1226-1229, 1232, 1246-1247, 1251, 1284, 1298	\$720.20
Water District 4 Fund – IV Account Claim nos. 1209, 1212, 1214, 1220, 1223, 1226-1229, 1241, 1246, 1251, 1269, 1284, 1298	\$1,038.85
Meadow Ridge Lighting District Fund – MR Account Claim nos. 1207, 1210	\$90.93
Palette Lighting District Fund – PA Account Claim nos. 1207, 1210	\$207.42
Palmerton Heights Lighting District Fund – PH Account	

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Claim nos. 1207	\$452.97
Pinewood Lighting District Fund – PW Account Claim nos. 1207, 1210	\$278.89
Riverview Lighting District Fund – RV Account Claim nos. 1207	\$318.27
Sherwood Forest Lighting District Fund – SH Account Claim nos. 1207, 1210	\$293.76
Water District 3 Fund – SW Account Claim nos. 1209, 1212, 1214, 1220, 1226-1229, 1246-1247, 1251, 1284, 1298	\$179.75
Transfer Station Fund – TS Account Claim nos. 1208, 1212, 1214, 1220, 1227-1228, 1249, 1251, 1256, 1296, 1301	\$5,657.77
Tanglewood Lighting District Fund – TW Account Claim nos. 1207, 1210	\$139.76
Water District 5 Fund – V Account Claim nos. 1209, 1212, 1214, 1220, 1223, 1226-1229, 1246-1247, 1251, 1284, 1298	\$175.79
Water District 6 Fund – VI Account Claim nos. 1209, 1212, 1214, 1220, 1223, 1226-1229, 1246-1247, 1251, 1284, 1298	\$584.46
Woodscape II Lighting District Fund – WP Account Claim nos. 1207	\$329.79
Woodscape Lighting District Fund – WS Account Claim nos. 1207, 1210	\$465.20
Trust & Agency Fund – TA Account Claim nos. 1302	\$2,945.00

A motion was made by Councilwoman LeClair and seconded by Councilman VanTassel to close the month-end meeting at 7:41 p.m.

Roll call vote resulted as follows:

Councilman VanTassel	Yes
Councilman Prendergast	Absent
Councilwoman LeClair	Yes
Councilman Kusnierz	Yes
Supervisor Congdon	Yes

Meeting adjourned.

Respectfully submitted,

Leeann McCabe  
Town Clerk