

TOWN OF POMPEY BOARD MINUTES

The Reorganizational and Regular Monthly Meeting of the Town Board of the Town of Pompey was held on January 4, 2016. In attendance: Supervisor Carole Marsh; Councilors Carl Dennis, Greg Herlihy, Giovanni LaFace and Victor Lafrenz; Highway Superintendent Tom Purcell; Town Clerk Ann Christmas and Town Attorney Jeff Brown.

Supervisor Marsh called the meeting to order at 7 p.m. followed by a moment of silence for our service men and women.

R-1-16 Made by Marsh, seconded by Dennis to:

- Adopt the Rules of Procedure
- Reaffirm the Procurement Policy
- Reaffirm the Invest Policy
- Reaffirm the Fee Schedule
- Reaffirm the Employee Handbook
- Set 6 hours as the standard workday for part-time elected officials; part-time employees and the Code Enforcement Officer
- Approval any raises for Highway Department employees
- Approve prepayment of postage and utility bills

All in favor. Motion carried.

R-2-16 Made by Marsh, seconded by Dennis to:

- Appoint Haylor, Freyer & Coon as Brokers of Record
- O'Brien & Gere as Engineer for the Town
- Jeff Brown as Town Attorney (separate resolution attached)
- NBT Bank as the Official Bank
- The Post Standard as the Legal Newspaper
- Mileage reimbursement of \$.54/mile for any town business
- Monthly meetings will be held on the first Monday of each month at 7 p.m. (6:30 to sign vouchers) except, April, June, July, September and November when the

meetings will be on April 6, June 8, July 6, September 7 and November 9.

All in favor. Motion carried.

R-3-16 Made by Marsh, seconded by Dennis to make the following appointments:

- Thomas Chartrand as Account 1-part time to be compensated \$21,700.00 per year
- Vaughn Ali as Court Clerk for Judge Ali and Ken Stvan as Court Clerk for Judge Cognetti to be reimbursed \$4,480.00 per year
- Carolyn Hilleges and Kim Memory to be Clerks 1 for the Justice court to be reimbursed \$11.25 per hour. The yearly total is not to exceed \$3,000 each per year.
- Ann Christmas as part-time Codes Enforcement Clerk to be compensated \$5,560.00 per year
- Rosemarie Bush, Deb Bell and Sue Evans to the Board of Ethics
- Rosemarie Bush as Swim Director to be compensated \$3,100.00 per year
- Kelly Mousaw as an independent contractor to run the Ski Program to be compensated \$575.00 per year
- Robert Neufang to the Planning Board (term to expire 12/31/22)
- Sue Smith as Chairman of the Planning Board
- Kevin Sharpe to the Zoning Board of Appeals (term to expire 12/31/20)
- David Tessier as Chairman of the Zoning Board of Appeals
- Edwin Drexler to Board of Assessment Review (term to expire 9/30/21)
- Ray Randall as Chairman of the Board of Assessment Review
- Judy McElhannon, Richard Bassett, Michael Niles and Eric Smith to the Environmental Conservation Commission (terms to expire 12/31/17)
- Frank Erwin as Chairman of the Environmental Conservation Commission

- Darla Mawson as Secretary to the Planning Board to be compensated \$100.00 per meeting attended
- Darla Mawson as Secretary to the Zoning Board of Appeals to be compensated \$80.00 per meeting attended
- Set the stipend for Chairman of Planning Board, Zoning Board and Environmental Conservation Commission at \$300.00 per year
- Set the stipend for Planning Board, Zoning Board and Environmental Conservation Commission members at \$150.00 per year
- Set stipend for Board of Assessment Review at Chairman \$150.00 and Members at \$50.00
- Set Swim Program Fees for non-residents at \$55.00 for the 1st child, \$50.00 for 2nd child and \$45.00 for each additional child in family

All in favor. Motion carried.

R-4-16 Made by Marsh, seconded by Dennis to:

- Authorize Highway Superintendent to spend up to \$8,000 without prior approval
- Authorize \$500,000.00 bond for Supervisor and Town Clerk and \$50,000.00 bond for all others
- Authorize a Petty Cash Fund in the amount of \$125.00
- Authorize a Petty Cash Fund in the amount of \$100.00 for Justice Court

All in favor. Motion carried.

R-5-16 Made by Herlihy, seconded by LaFrenz to authorize the Supervisor to execute the contract with Cazenovia College for the swim program. All in favor. Motion carried.

R-6-16 Made by Dennis, seconded by Herlihy to authorize the Supervisor to execute the contract with the Onondaga County Sheriff's Department for Enhanced Services. All in favor. Motion carried.

- R-7-16 Made by Dennis, seconded by LaFace to execute the DOT Consortium Agreement for substance abuse testing with Industrial Medical Associates. All in favor. Motion carried.
- R-8-16 Made by Dennis, seconded by LaFace to approve the bank reconciliations of the Town Clerk and Supervisor. All in favor. Motion carried.
- R-9-16 Made by Dennis, seconded by LaFace to authorize the Supervisor to sign the Polling Place Location Lease with Onondaga County Board of Elections. All in favor. Motion carried.
- R-10-16 Made by Dennis, seconded by Lafrenz to send a letter in support of the Ironman 2016 to be held on Sunday, June 19, 2016. All in favor. Motion carried.
- R-11-16 Made by Herlihy, seconded by Marsh to execute a one year contract with Holbrook Heating for the maintenance of our HVAC systems. We will be charged on a per time hourly basis and the total charges will be below our procurement policy guidelines so that quotes for this service will not be needed. All in favor. Motion carried.

Steve Snell updated the Town Board on The Preserve drainage issues. A field visit was held on December 18th with Steve Snell, Tom Purcell, Greg Herlihy along with several members of the homeowner's association. He will be putting together a summary of what was found and recommendations on moving forward. Once the recommendations have been implemented and completed they should be maintained by the homeowner. There is a 1% slope so we should get a survey for a portion of it. This will need to be subcontracted out and Steve will try to get a cost of this too. The Preserve Drainage District will pay for this work. Currently there is \$3,500.00 in the budget and \$1,000.00 is allocated for other work. Tom Chartrand explained that we can loan money from the General Fund to this fund but it must be paid back in the next taxing cycle. This will affect our tax cap. Tom Purcell said that his department can help with the trucking. Steve Snell also stated that when a building permit is issued that silt fencing should be put up to prevent silt going into the drainage areas.

R-12-16 Made by Dennis, seconded by LaFace to go into Regular Session at 7:22 p.m. All in favor. Motion carried.

R-13-16 Made by Dennis, seconded by LaFace to approve the payment of all bills. All in favor. Motion carried.

The monthly report of the Supervisor was submitted and reviewed. Court fees have exceeded budget. The mortgage tax came in at \$63,000.00 above budget. CHIPS money also was received.

The year-end Highway Report was submitted and reviewed.

Councilor Dennis stated that it is good that we have a good working relationship with the Town of Fabius. He also reported that Jonathan Mapstone will replace the outside electrical box on January 8, 2016.

Supervisor Marsh reported that she has been in contact with County Legislator David Knapp. Chris Ryan another County Legislator works for Verizon and informed him that they have locally approved DSL in Pompey Hill. This will be for people in the 677 exchange. They need to get money approved for fiber optics. She will keep us informed on this.

Public Comment

Jesse Walser commented that he has been informed that the backhalls are filled for the 677 exchange.

R-14-16 Made by Herlihy, seconded by Dennis to adjourn at 7:30 p.m. All in favor. Motion carried.

Respectfully submitted,

Ann Christmas
Pompey Town Clerk

**RESOLUTION APPOINTING JEFFREY D. BROWN, ESQ.
TO THE OFFICE OF POMPEY TOWN ATTORNEY**

The following resolution was offered by Supervisor Marsh, who moved its adoption, seconded by Councilor Dennis, to wit:

WHEREAS, the Town of Pompey desires to continue to maintain the office of Town Attorney in order enhance the efficiency and cost effectiveness of the delivery of legal services to the Town; and

WHEREAS, the general responsibilities of the Town Attorney are to negotiate, prepare, approve and audit written contracts, leases and other legal instruments; attend meetings of the Town Board, Planning Board and Zoning Board of Appeals; draft local laws and resolutions for consideration by the Town Board; create or extend special districts; provide legal advice and counsel to the Town Board, Planning Board and Zoning Board of Appeals; and provide litigation services to the Town on an as-needed basis; and

WHEREAS, the accomplishment of the above duties involves the exercise of discretion by the Town Attorney on behalf of the Town.

NOW, THEREFORE, BE IT RESOLVED, that Jeffrey D. Brown, Esq. is hereby re-appointed to the position of Town Attorney to perform the above-mentioned responsibilities for a term beginning January 1, 2016 and ending on December 31, 2017, at an annual compensation of \$35,500, plus any actual out of pocket expenses incurred in providing such services; and

BE IT FURTHER RESOLVED, that the Town Attorney position is considered a public office and as such the Town Attorney shall sign and file an oath of office with the Town Clerk.

The question of adoption of the foregoing resolution was put to a vote at the Town of Pompey's annual organizational meeting on January 4, 2016, which resulted as follows: All in favor.

The resolution was declared adopted.

Ann Christmas
Town Clerk