

Regular Meeting of the Village of Carthage Board of Trustees
Held in the Board Room of the Carthage Municipal Building
December 17, 2012

ATTENDANCE:

Members: President G. Wayne McIlroy, Deputy President Michael Astafan, Trustees Kathleen Latremore, Rebecca Vary, and Linda Smith-Spencer.

Others: Reginald Huber, Police Chief; Ernest Prievo, Water Superintendent; Daniel Trembley, DPW Superintendent; Mark Oliver, MEO; Wendy Oliver, Deputy Clerk; Elaine Avallone, Johnson Newspapers; and one Participation in Government student.

CALL TO ORDER:

President McIlroy called the meeting to order at 7:00 p.m. and requested a moment of silence for the victims and families of Newton, Connecticut followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES:

Motion by Deputy President Astafan and seconded by Trustee Vary to approve the minutes of the December 3, 2012 organizational meeting as presented. Motion carried unanimously.

EMPLOYEE RECOGNITION FOR YEARS OF SERVICE:

President McIlroy presented certificates of appreciation for years of service to the following employees: Wendy Oliver, Deputy Clerk for five years of service; Mark Oliver, MEO for ten years of service; and Daniel Trembley, DPW Superintendent for thirty-five years of service. John Lehman, WWTP Operator will receive a certificate for fifteen years of service as he was unable to attend.

President McIlroy thanked Ms. Oliver and extended his thanks to her son Jordan for obtaining and decorating the Christmas tree in the board room.

PUBLIC FORUM:

None

CORRESPONDENCE:

President McIlroy read the letter of appreciation received from Lori Borland, Carthage Area Chamber of Commerce Director for the DPW's assistance in the Memory Tree Preparations.

President McIlroy read the information received from the USDA Rural Development regarding a training they are sponsoring on Thursday, January 10, 2013 from 6:00 p.m. to 8:00 p.m. at Jefferson Community College regarding their Community Facilities Program.

OLD BUSINESS:

At the November 19, 2012 regular meeting, President McIlroy asked Attorney Gebo if the Consolidated Health Board had different options for the Health Officer. Attorney Gebo stated he would look into it and get back to the board.

Update 12/03/12: Attorney Gebo provided documentation for the board to review regarding the Consolidated Health Board Officer. President McIlroy requested the Clerk/Treasurer to hold this issue until the December 17, 2012 regular meeting when Attorney Gebo will be present.

Update 12/17/12: After considerable discussion; the board stated their content with the current Health Board Officer.

At the December 3, 2012 organizational meeting, the Water Superintendent Report was reviewed and President McIlroy requested the Clerk/Treasurer to forward it to Attorney Gebo and further requested Mr. Prievo to be present at the December 17, 2012 regular meeting.

Update: The Water Superintendent requested the report be held till Executive Session due to proposed lease of real property of which publicity would substantially affect the value thereof.

NEW BUSINESS:

Motion by Trustee Latremore and seconded by Trustee Vary to approve the final HOME Draw #12 for Painting Ect., Inc. and Jason and Amber Lacey \$6,340.00; Hrabchak, Gebo, and Langone \$60.00; and Avalon Associates, Inc. \$798.90. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Deputy President Astafan to approve CDBG Draw #9 for DLO Contracting and Rose Bezanilla \$4,185.00 and Avalon Associates, Inc. \$1,796.23. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Latremore to adopt the following:

RESOLUTION # 18- 2012

**AUTHORIZING A REQUEST FOR PROPOSALS FOR APPLICATION PREPARATION
AND ADMINISTRATION FOR A PROGRAM TO BE DEVELOPED FOR
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, Community Development Block Grant (CDBG) funding is available through the NYS Office of Community Renewal to support local community development activities and the Village of Carthage is eligible to compete for that funding; and

WHEREAS, the Village of Carthage is administering a local housing rehabilitation program with CDBG funding that has been received in the past and will need additional funding to continue those activities in the future; and

WHEREAS, professional assistance is needed to prepare a competitive application and to assist with administration of the local program if CDBG funding is received by the village; now therefore

BE IT RESOLVED as follows:

Section 1. The Village Clerk/Treasurer is hereby authorized to issue a Request for Proposals and advertise in the official newspaper of the Village of Carthage for consultants who can assist the Village with grant applications and provide administrative services for local community development projects that may be developed during the next three years (2013, 2014 and 2015).

Section 2. The Proposals shall be received by the Village Clerk/Treasurer and Community Development Director, who shall make a recommendation to the Village Board.

Section 3. The President, or in his absence, the Vice-President, is hereby authorized to execute any and all documents, contracts, and agreements necessary to effectuate this action.

Section 4. That the within resolution shall take effect immediately.

Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer authorizing President McIlroy to send a letter to the EDCC acknowledging the dissolution of the corporation, terminating the contract with the EDCC, and taking over the administration of the loan fund. Motion carried with Deputy President Astafan abstaining.

Motion by Deputy President Astafan and seconded by Trustee Vary to create and appoint the following members to the Village Loan Review Committee: Steve Gamble, Teri Ellis, Cullen Lundy, Michael Astafan, Wayne McIlroy, and Mark Keddy as an alternate and further have the Community Development Director provide staff assistance and further direct the committee to review and revise the loan guidelines. Motion carried unanimously.

The Police Report was reviewed and there were no questions.

Trustee Latremore commended the Police Department for their efforts during the Meth Lab Bust in the Village.

The Treasurers Report was reviewed and there were no questions. The General Fund cash balance is \$1,343,107.62 with Reserves of \$171,202.99; Water Fund cash balance is \$288,521.78 with Reserves of \$109,673.30 and the Sewer Fund cash balance is \$61,467.66 with Reserves of \$52,551.89 the Joint Fund cash balance is \$180,496.92 with Reserves of \$387,635.75.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve payment of payrolls and bills as follows: General Fund P/R 12/06/12 and 12/13/12 \$36,154.66; Water Fund P/R 12/06/12 and 12/13/12 \$6,729.07; Sewer Fund P/R 12/06/12 and 12/13/12 \$5,684.20; Joint Fund P/R 12/12/12 \$7,546.99. General Fund Abstracts \$11,141.46; Water Fund Abstracts \$0; Sewer Fund Abstracts \$0; and Joint Fund Abstracts \$0. Motion carried unanimously.

PRESIDENT McILROY UPDATE:

President McIlroy stated the Clerks Office will be closing early on Monday, December 24, 2012 after the weekly payroll is completed. There will be a Joint Water and Sewer meeting at the Village of Carthage Municipal Building on Wednesday, December 19, 2012 at 4:15 p.m.

ATTORNEY GEBO UPDATE:

None

LIAISON REPORTS AND COMMENTS:

Deputy President Astafan wished everyone a Merry Christmas along with healthy and happy holidays. He further commended the employees, board members, and Attorney Gebo for their hard work and dedication to the Village. Trustee Smith-Spencer and Trustee Latremore wished the same.

President McIlroy wished everyone a Merry Christmas and Happy New Year and urged them to take care of their families.

MEDIA QUESTIONS:

None

EXECUTIVE SESSION:

Motion by Trustee Vary and seconded by Trustee Latremore to enter Executive Session at 7:25 p.m. to discuss the employment history of a particular DPW employee, the employment history of a particular Police Department employee, the qualifications of a potential DPW employee, the qualifications of a potential Police Department employee, proposed lease of real property of which publicity would substantially affect the value thereof, and invite Chief Huber, Mr. Trembley and Mr. Prievo to attend. Motion carried unanimously.

Mr. Trembley was excused at 8:00 p.m.; Chief Huber was excused at 8:10 p.m.; and Mr. Prievo was excused at 8:30 p.m.

Motion by Trustee Latremore and seconded by Deputy President Astafan to resume regular session at 8:40 p.m. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to hire Brandon Chaffee provisionally as a DPW Laborer for up to six months effective immediately; contingent upon completing pre-employment requirements and have the DPW Superintendent conduct an employee evaluation after five months. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Trustee Smith-Spencer to request a current Civil Service List and hire Shane L. Smith subject to his availability on the list and send him to the Police Academy in Canton in January to complete his Police Officer requirements; contingent upon completing Jefferson County Human Resources pre-employment requirements. Motion carried unanimously.

Motion by Trustee Latremore and seconded by Deputy President Astafan to send Michael Higman to the Police Academy in Canton in January not to include travel expenses as he will live there while he completes his training. Motion carried unanimously.

President McIlroy thanked Attorney Gebo and his wife for the Christmas cookies.

ADJOURNMENT:

Motion by Deputy President Astafan and seconded by Trustee Vary to adjourn at 8:45 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
Village Clerk/Treasurer