

THESE MINUTES ARE NOT OFFICIAL MINUTES AND HAVE NOT YET BEEN APPROVED BY THE VILLAGE OF
CARTHAGE BOARD OF TRUSTEES

Regular Meeting of the Village of Carthage Board of Trustees
Held in the Board Room of the Carthage Municipal Building
February 6, 2012

ATTENDANCE:

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

Guests: Kathy Amyot, Tug Hill Commission; Elaine Avallone, Johnson Newspapers and five Participation in Government students.

CALL TO ORDER:

President McIlroy called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES:

Motion by Trustee Vary and seconded by Deputy President Astafan to approve the minutes of the January 17, 2012 regular meeting as presented by the Clerk/Treasurer. Motion carried unanimously.

IPAD PRESENTATION:

Debi Pierce, Village of West Carthage Clerk/Treasurer provided a brief presentation of how the Village of West Carthage uses iPads during their board meetings. She explained that with wireless internet access, board members are able to obtain previous board meeting information, Village policies, and access the Village Code Book during meetings and from their homes utilizing the iPad. Ms. Pierce further explained these devices will decrease the amount of copies made and the time consuming task of compiling board meeting packets. She recommended adopting a usage policy prior to implementing the use of iPads for Village board information. The board thanked Ms. Pierce for her presentation.

PUBLIC HEARING:

Proof of notice having been furnished regarding the public hearing to consider a local law to expand the residency requirement for Acting Village Justice to any resident in the County of Jefferson and the County of Lewis was called to order at 7:15 p.m. President McIlroy explained the proposed amendment in greater detail. No one wished to address the board on this law and on a motion by Trustee Vary and seconded by Deputy President Astafan the hearing was closed at 7:17 p.m. Motion carried unanimously.

Motion by Trustee Vary and seconded by Deputy President Astafan to adopt Local Law #2 of 2012 to establish a new Article II to Chapter 13 of the Village of Carthage Code. Motion carried unanimously.

PUBLIC FORUM:

Kathy Amyot provided a copy of the publication from the Tug Hill Commission titled *Property Taxes in the Tug Hill Region* which addresses the tax cap. Ms. Amyot further explained that there will be several trainings offered at the 23rd Annual Government Conference at Jefferson Community College in Watertown, New York on March 29, 2012 and encouraged the board members to attend and take advantage of the discount offered if you sign up prior to March 7, 2012.

CORRESPONDENCE:

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to write a letter of support for North Country Affordable Housing, Inc. for their Tri-County Mobile Home Replacement Program proposal to be funded through the North Country HOME Consortium. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to consider supporting Carthage Bears Pop Warner program during the 2013 budget process. Motion carried unanimously.

Motion by Trustee Vary and seconded by Deputy President Astafan to allow President McIlroy to sign the letter of consent for the Carthage Central School Capital Project providing the Village is mandated to do so per the discretion of Attorney Gebo. Motion carried unanimously.

OLD BUSINESS:

President McIlroy briefly addressed the draft of the local law regarding dogs in public areas tailored by Attorney Gebo using the example from the City of Watertown. Attorney Gebo provided a copy of the local law enacted by the City of Watertown on January 17, 2012. President McIlroy advised the Trustees to wait until Attorney Gebo was present to discuss the issue. No action was taken therefore the board asked the Clerk/Treasurer to hold this issue over until the February 21, 2012 regular board meeting.

Attorney Gebo is optimistic we will come to a resolution in the next few weeks now that the insurance companies are involved regarding the Village of Carthage v. Gentry Russell and Walter Gurdak in regards to a damaged sewer line. No action was taken therefore the board asked the Clerk/Treasurer to hold this over until the February 21, 2012 regular board meeting.

Carthage Coordinated Development Group, LLC is in the process of having their attorney develop the paperwork necessary for the Village to acquire the Village Green to include the maintenance of the property. No action was taken therefore the board requested the Clerk/Treasurer to hold this issue over until the February 21, 2012 regular board meeting.

President McIlroy briefly addressed National Grid's easement request near Cemetery Street for line relocation for safety purposes. Attorney Gebo contacted National Grid and set up a meeting on February 15, 2012 at 3:00 pm to include Attorney Gebo; a Village board representative; John McHugh, Community Development Coordinator; and Steve Gamble, Missing Link Snowmobile Club President. No action was taken therefore the board requested the Clerk/Treasurer to hold this issue over until the February 21, 2012 regular board meeting.

President McIlroy briefly addressed the agreement with Lewis County General Hospital (LCGH) Occupational Medicine Substance Abuse Testing. The Clerk/Treasurer spoke with Daniel Trembley, DPW Superintendent who is pleased with the service provided by LCGH and expressed that LCGH provides onsite testing. Mr. Trembley stated with the previous provider, he would have to send employees to Watertown to be tested which cost the Village travel time and money. Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to authorize President McIlroy to sign the agreement with LCGH to provide federal mandated substance abuse testing services to Village Employees who possess New York State Commercial Driver Licenses. Motion carried unanimously.

On January 17, 2012 the Trustees approved Reeve Rockhill, Village Police Chief, to use Rensselaer County's police car bid specification to obtain a new police car providing Attorney Gebo advising it is legal to do so. Rensselaer County did not approve the purchase for the new police car therefore we cannot use their bid specification. Chief Rockhill continues to try to get confirmation on the next State bid.

The board reviewed the quote submitted by Northern Glass to install handicap accessible doors on both entrances of the Municipal Building and the consensus was to consider the expense during the 2013 budget process.

NEW BUSINESS:

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to authorize President McIlroy to sign a cooperation agreement with the Village of West Carthage to submit a joint application for North Country HOME Consortium Funding in the amount of \$230,000. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to authorize President McIlroy to sign the New York State Community Development Block Grant agreement for 2011 funding in the amount of \$400,000 and all other applicable forms. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Vary to use the Dell quote in the amount of \$1,630.26 to purchase a new Server for the Clerk's office and have Advanced Business System install utilizing previously purchased contract time and to transfer funds from A.1990.0400 to A.1325.0200. Motion carried unanimously.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to use the KVS Information Systems, Inc. quote to remotely reinstall and configure their accounting system in the amount of \$695.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer based on Daniel Trembley, DPW Superintendent's recommendation to adopt the Shared Highway Services agreement and authorize President McIlroy to sign. Motion carried unanimously with Deputy President Astafan abstaining.

The board reviewed the listing of all Code Enforcement Permits issued in 2011 which was submitted by Robert Ball, Code Enforcement Officer (CEO). The board further reviewed the revised forms submitted by Mr. Ball and was pleased with the format.

The Treasurers Report was reviewed and there were no questions. The General Fund cash balance is \$1,076,799.14 with Reserves of \$149,877.36; Water Fund cash balance is \$156,571.03 with Reserves of \$46,786.78 and the Sewer Fund cash balance is \$124,665.48 with Reserves of \$30,451.79 the Joint Fund cash balance is \$90,476.77 with Reserves of \$388,055.46.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to approve payment of payrolls and bills as follows: General Fund P/R 01/19/12, 01/26/12, 02/01/12 and 02/02/12 \$36,931.65; Water Fund, P/R 01/19/12, 01/26/12, 02/01/12, and 02/02/12 \$5,899.80; Sewer Fund, P/R 01/19/12, 01/26/12, and 02/02/12 \$8,052.69; Joint Fund P/R 01/25/12 and 02/01/12 \$10,148.49 and General Fund Abstracts, \$111,454.76; Water Fund Abstracts, \$15,277.26; Sewer Fund Abstracts, \$12,729.07; and Joint Fund Abstracts, \$91,808.19. Motion carried unanimously.

PRESIDENT McILROY UPDATE:

President McIlroy stated there will be a public hearing of February 21, 2012 regarding the Time Warner Franchise Agreement. The WPCF meeting will be held at the Village of Carthage Municipal Building on Wednesday, February 15, 2012 at 4:15 p.m. First Niagara confirmed they will be taking over the Carthage HSBC branch.

President McIlroy requested the Clerk/Treasurer to review the Village Code Book regarding the necessity of board approval for trainings sponsored by the Village.

Motion by Deputy President Astafan and seconded by Trustee Vary to approve Officer Reginald Huber to attend Supervisory Training for three weeks in April 2012 in Rochester, New York and allow payment for lodging, travel, and meals as he is utilizing his GI Bill to pay for the training. Motion carried unanimously.

Officer Huber requested to be able to carry over his vacation time after May 31, 2012 or to receive compensation due to the above training and limited staffing within the Police Department. After a brief discussion the board denied his request as they consider vacation time an important benefit which needs to be utilized by employees.

Our Cleaning Lady, Elaine Brouty, has requested two additional hours per week to thoroughly clean the Municipal Building. President McIlroy is extremely pleased with her work and is in favor of granting this request. Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to allow Ms. Brouty to work up to fourteen hours per week. Motion carried unanimously.

The Clerk/Treasurer would like to set up a process for a board member to receive and review the bank statements on a regular basis to commence on June 1, 2012.

LIAISON REPORTS AND COMMENTS:

None

MEDIA QUESTIONS:

Elaine Avallone asked the board if they had intentions of purchasing iPads and if so when.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to purchase six iPads and applicable equipment and to transfer funds from A.1990.0400 to A.1325.0200 not to exceed \$3,000 and to further implement an equipment policy regarding their use. Motion carried unanimously.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Motion by Trustee Smith-Spencer and seconded by Deputy President Astafan to adjourn at 8:15 pm. Motion carried unanimously.

Respectfully Submitted,

Kristy L. O'Shaughnessy
Village Clerk/Treasurer