

## **Town of Fowler Meeting Minutes September 6, 2016**

The Regular Meeting for the Town of Fowler was held on the above date with all of the Board Members present. Also present were Justice Paul Lamson, Highway Superintendent Randy Durham, Code Enforcement Officer Rick Whitford, Bookkeeper Barbara Finnie, Deputy Town Clerk Tami Gale, Vicky Cappellino, Debbie Tupper, Rachel Hunter, Herbert H. Fuller, and Jessica Bice.

Supervisor Cappellino called the meeting to order at 7PM, and welcomed all in attendance.

A motion was made by Councilperson Newvine and seconded by Councilperson Simmons to approve the minutes from the August 2<sup>nd</sup> meeting. All in Favor. MOTION CARRIED.

Supervisor Cappellino reported for the St. Lawrence County Housing Council an update on the CDBG program. The 2014 Fowler Housing Rehabilitation Program Progress Report as follows: Total funds awarded: \$400,000. Paid to NCHC to date: \$96,901.82. Balance: \$303,098.18. Funds expended/committed, not yet billed: \$17,935. Ineligible projects / projects moved to the next round of funding are 5, Projects completed are 3, Projects under contract are 4, Projects out to bid are 2, and Projects with completed lead assessments are 2. The total projects income qualified are 16. A Fowler resident asked the board if the point system, which was discussed at the January 5<sup>th</sup>, 2016 meeting had been set in place yet?" Supervisor Cappellino stated that the point system was in reference to the housing council's system and that he would check with Michelle Durham. The resident replied that she is not receiving return calls from the Housing Council. Councilperson Simmons commented that all the residents receiving

grants under this contract have been chosen already and that their application would be a part of the next round of grant applications that have not been started yet.

Deputy Town Clerk Tami Gale reported for Town Clerk Kelly Harmer that she had completed 2 Certified Marriage Certificates, 6 Certified Death Certificates, licensed 86 dogs, sold \$1,249.00 in Hunting Licences, had given out 7 Building Permits, collected \$300.00 in Dog Kennel fees, and that both she and her deputy are now Notary Publics.

Councilperson Simmons reported that the Town of Fowler's Rabies clinic that was held on August 18<sup>th</sup> was very successful. They had given vaccines to 51 cats, 76 dogs, 1 ferret, and that Town Clerk Kelly Harmer had issued licenses to 29 dogs during the 2 hour clinic. Councilperson Simmons stated that she would be giving donations to Friends 4 Pound Paws and the Town of Fowler's Playground Fund. The rabies clinic had visitors from Potsdam, Colton, DeKalb, Hermon, Edwards, Rossie, Macomb, Gouverneur, Fowler, and Theresa.

Highway Superintendent Durham reported for Dan Moyer that he had removed 2 beavers from the Country Club Road. There has been some beaver activity on the Fullerville Road and the Byrns Road. After some discussion it was stated that Highway Superintendent Randy Durham could take care of the beaver on the Byrns road using the Town of Fowler's Nuisance Permit.

Councilperson Simmons reported that the Historian's Office has been quiet. There have been no visitors or genealogy requests. Justice Paul Lamson requested that a professional sign be made to hang above the Historian Room Door, and a second sign to hang in the board meeting room that would direct potential visitors upstairs to the Historian's

Office. Councilperson Simmons also mentioned that the door to the Historian's office is sticking and said that it needed to be looked at.

Code Enforcement Officer Rick Whitford reported that he has issued 6 building permits for the month. He has been working on a couple of grant projects. CEO Whitford stated that he had a permit with a variance that he would like the board to take a look at. Councilperson Newvine stated that the Planning Board should be who looks at the variance. After some discussion the board members stated that the variance needed to be looked at by the Planning Board and then be submitted to the Town Board for approval. Councilperson Simmons asked CEO Whitford how he knew when a grant project was completed with having no contact with CDBG professionals. CEO Whitford stated that he completes a minimum of 4 trips to work sites, making sure the scope of the work is done and is notified by the contractors when a job is completed for his inspection.

Highway Superintendent Durham reported on the highway department. He stated that there were 3 culverts left to complete on the Hull Road. The highway department has put in over 40 of them this year. The highway department employees are now working on the Island Branch Road.

Highway Superintendent Durham reported that he has been researching the cost of some new equipment. He stated that he has found a 1999 Paver costing \$14,000 including delivery from Virginia. The Paver would also work as a Shoulder Machine, and would be used as a Paver on "short roads". Highway Superintendent Durham reported on a 2010 Milton Cat Paver that he went to Syracuse to look at. He reported that he felt there were some "things broken inside of it." The

cost is \$17,000 but they said they would take \$1,000 off for the broken parts.

Highway Superintendent Durham reported that the cost to rent a Shoulder Machine from the County is \$5,000 per week.

Councilperson Fayette commented that a paver would work well on small sections such as small roads and shoulders. He stated that a 16-19 ft. paver would be a road widener / paver and that the paver machine from Virginia, previously discussed looked great.

Justice Lamson stated that if the Town purchased a paver that we would be tied up with other Town's wanting to use it.

Councilperson Bishop asked how many hours were on the paver machine. Highway Superintendent Durham replied that there is no way to know as the machine does not have an hour meter installed.

Councilperson Newvine stated that he felt that the Town really needed to go look at the paver in Virginia. Councilperson Fayette stated that a lot could be determined by a video if one could be obtained for better judgement on the machine without going to Virginia to look at it.

Highway Superintendent Durham reported that the Highway Department is going to have \$30,000 coming back in to its budget from "Repave New York", as well as \$130,000 coming back in to its budget from CHIPS aid.

Bookkeeper Finnie stated that the money that is coming back in could pay for it, as it has not been added into the budget yet.

Supervisor Cappellino directed Highway Superintendent Durham to inquire about getting a video on the paver from Virginia for

Councilperson Fayette to get a better look at the engine, and stated that we are at the end of the paving season and did not need to have it today so there was time to shop around.

Highway Superintendent Durham stated that he would do more research on the piece of equipment.

Highway Superintendent Durham quoted a cost of \$167,312 as an estimate for a new plow truck that will come in the door ready to plow as a replacement for the 1993 plow truck.

Councilperson Newvine asked Highway Superintendent about the payments on the new plow truck. Highway Superintendent Durham stated that the 1<sup>st</sup> payment will be due when the truck is received in 2017 for \$43,454.70, and then there would be 4 more yearly payments in the same amount thru First Niagara bank.

A motion was made by Councilperson Newvine to purchase the plow truck and it was seconded by Councilperson Fayette. Councilperson Bishop stated that the Town has spent enough money already. Roll Call on the Vote: Councilperson Newvine: YES, Councilperson Fayette: YES, Councilperson Simmons: YES, Councilperson Bishop: NO, Supervisor Cappellino: YES. MOTION CARRIED.

Councilperson Newvine expressed his concern after having received many complaints about the shoulders, as well as the weeds on the guard rails, and asked Highway Superintendent Durham if they were doing any mowing.

Councilperson Simmons wondered if a weed eater would tend to any of the overgrown weeds behind the guard rails.

Councilperson Bishop suggested possibly pulling up the guard rails to cut down the dirt. It was determined that if the guard rails were removed that they could not put W rails back in. He stated that it is a catch 22, but that something needed to be done.

Supervisor Cappellino asked Bookkeeper Finnie about setting up a budget work shop for budget requests. Bookkeeper Finnie stated that the budget needed to be in by 10/20/16 this year. After some discussion a budget workshop meeting was scheduled for Thursday September 22, 2016 at 5PM. The public is welcome to attend the meeting with no public comment. The PMHV audit will also be discussed during the meeting. Supervisor Cappellino will need all department budgets by September 20,2016. Supervisor Cappellino stated that a Public Hearing would need to be advertised for November 1<sup>st</sup>, 2016, as the budget must be adopted by November 11, 2016.

Councilperson Simmons mentioned the front porch lighting is still not working properly. CEO Rick Whitford stated that we can't buy parts to fix the existing lights and that new light fixtures would cost \$130.00 to \$190.00 each. Supervisor Cappellino stated he would like to have the lights fixed before the cold weather arrives.

Councilperson Newvine stated that Dukey's Bridge and River Road to Van Buren road needed to have bush trimmed and removed. He also stated that the left hand side of the Sylvia Lake Road and State Route 812 also are in need of attention. Councilperson Newvine stated that the Bay Bridge is now done. It has some vibration to it. Councilperson Newvine stated that Sandy Wyman from the Tribune would like to get a photo of the Board Members and Supervisor Cappellino at the Ball Diamond showing the new sign dedicated to Marjorie Farr.

Councilperson Newvine stated that the Sylvania Lake Beach is now closed, and all is cleaned up. There were 1,068 visitors this year.

Councilperson Newvine commented that the lifeguards did a great job.

Councilperson Newvine reported that there were a few minor violations at the beach that were promptly addressed. Supervisor Cappellino stated that the Town should consider replacing a section of concrete at the beach. Councilperson Newvine would like the job put out to bid. Justice Lamson made the suggestion that the Town make an inquiry to see if a permit would be needed.

Councilperson Newvine reported that the Town of Fowler is in the running for a \$50,000 grant for playground equipment through Senator Patty Ritchie's office. Supervisor Cappellino stated that the Town needed a resolution for establishing a Playground Fund. Resolution #5 of 2016 was drafted by Town Bookkeeper Barbara Finnie.

Councilperson Simmons made a motion to pass Resolution #5, establishing a Playground Reserve Fund, it was seconded by Councilperson Newvine. All in Favor. MOTION CARRIED.

Bookkeeper Finnie stated that whenever there is an expenditure out of this account that a resolution needed to be done, with the boards prior approval before any payment can be made.

Councilperson Newvine stated that he had officially overlooked thanking Town Clerk Kelly Harmer for her work on Fowler Family Day. Councilperson Newvine also mentioned that the Town had overlooked putting Shari Barnhart and Harmer Construction on the Family Fun Day shirts.

Councilperson Newvine would like to start promoting the Town of Fowler website by adding new information to it monthly.

Supervisor Cappellino reported that the Local Government Conference will be held at Potsdam State on October 11, 2016, and if anyone is interested in attending to confirm their attendance with Town Clerk Kelly Harmer. The Town would like to have the arrangements in by September 30<sup>th</sup>, 2016.

Supervisor Cappellino addressed a request from Highway Superintendent Durham for the Town to reimburse him for a pair of work boots. Bookkeeper Finnie stated that it could come out of the Highway Budget. After some discussion it was the consensus of the board to approve the reimbursement for \$165.00.

Supervisor Cappellino reported that the board had received an invitation to attend the grand opening and ribbon cutting ceremony on Sunday September 11<sup>th</sup>, 2016 from the Gouverneur Community Center Board Members.

Supervisor Cappellino reported that the court date has been set for the Sylvia Lake Beach case in Albany. The court date is October 19, 2016 at 1PM. Supervisor Cappellino stated that he would like to get quotes from professional fence companies for repairs of the fence at the ballfield located in Hailesboro. He also would like to get a quote for the Marjorie Farr Archway to be constructed.

Supervisor Cappellino stated that the board needed to pass a Resolution to recognize the minutes of the November 25, 2014 meeting. After some discussion it was decided to table the Resolution until the board has time to check the Town of Fowler website and the official minutes.



Supervisor Cappellino discussed that there was a need to do an audit on the court books with the calendar year ending in 2015, and asked Justice Paul Lamson to have the books ready for the October 4<sup>th</sup>, 2016 regular scheduled Town board meeting. Justice Lamson stated that there would need to be a resolution passed after the audit. After some discussion it was decided that the board would look over the books next month and a resolution would be presented.

Justice Lamson, during public comment asked the board to address the wet basement issue. Supervisor Cappellino agreed. After some discussion, it was stated that CEO Whitford would follow up on this issue with Dave Blevins. Justice Lamson also stated that the Town should consider re-paving the Town's parking lot.

A motion was made by Councilperson Fayette and seconded by Councilperson Newvine to go into Executive Session to discuss personnel and employee interests. All in Favor. MOTION CARRIED. The board went into Executive Session at 8:56PM.

The board returned from Executive Session at 9:33PM. A motion was made by Councilperson Simmons and seconded by Councilperson Newvine to close the Executive Session. All in Favor. MOTION CARRIED.

The next regularly scheduled board meeting will be held on October 4<sup>th</sup>, 2016 at 7PM.

The bills audited for the General and Highway Fund were #298 to #332, with a total of \$87,746.46.

A motion was made to adjourn the meeting at 9:35 PM by Councilperson Newvine and seconded by Councilperson Simmons. All in Favor. MOTION CARRIED.

Supervisor; Michael Cappellino Councilperson; Dustin Fayette

Councilperson; Lynn Bishop Councilperson; Rick Newvine

Councilperson; Karen Simmons Deputy Town Clerk; Tami Gale