

## **Town of Fowler Highway Road Work & Surplus Equipment Meeting August 19, 2019 at 4:00 PM**

The highway road work & surplus equipment meeting for the Town of Fowler was held on the above date with all Board members present, excluding Councilperson Lynn Bishop. Also present were Town Clerk Tami Gale, Deputy Town Clerk Debra Tupper, Bookkeeper Barbara Finnie, Highway Superintendent Randy Durham, and Board of Ethics Committee Member Vicky Cappellino.

Supervisor Cappellino opened the meeting at 4:01 PM. He stated that the County is extending their Fuel Bid for 1 year and reported that the Town of Fowlers Fuel Bid is ending on December 31, 2019, and asked the Board what they wanted to do concerning the fuel bid. After discussion, it was the consensus of the board members in attendance to advertise the Fuel Bid and have the bids come in for the November, 2019 Town Board Meeting.

Supervisor Cappellino reported that he has the new pavilion drawings back from Tim Rubadu, they have been stamped by Dave Blevins, and the project is ready to be put out to bid. After discussion, a motion was made by Councilperson Newvine seconded by Councilperson Andrews to advertise the bid for the pavilion in both the Watertown Daily Times and the Gouverneur Tribune Press and have the bids come in for the September 3, 2019 regular scheduled Town board meeting. All in Favor. MOTION CARRIED

Supervisor Cappellino announced that the Rod and Gun Club is applying for a grant from the NRA, and are looking for 3 community advocates in support of the Club. He stated that the grant could be for \$2500 to \$5000. He read to the board a letter in support of the club that he had prepared if the board decided to be an advocate for the club. After discussion, it was the consensus of the board members in attendance to send the letter of support for the Rod and Gun Club.

Highway Superintendent Randy Durham discussed the highway budget and roadwork. He started by reporting that he had received a legal notice involving a Navistar Maxxforce engine settlement. He stated that there is a suit going on that could allow the Town to potentially recover up to \$15,000 in the class action settlement which involves the Town of Fowlers International Dump Truck ( #12 Truck). Highway Superintendent Durham stated that one bill last year was in the amount of \$14,987.00. After discussion, the board gave their approval to send in the paperwork regarding the suit. Town Clerk Tami Gale asked the Highway Superintendent to provide her with a copy of the legal notice for the Towns records.

Highway Superintendent Durham distributed records of equipment inventory to the board. After discussion it was the consensus of the board members in attendance to declare 5 items as excess equipment and of no use to the Town. It was the consensus of the board to have Town Clerk Tami Gale advertise the excess equipment for bid and to have the bids come in at the September 3, 2019 Board meeting.

Equipment declared excess and being put out to bid:

- **1993 AIR FLOW SANDER**
- **1995 MODEL AF10 INSERT SANDER**
- **1999 NEW HOLLAND TS90 TRACTOR      VEHICLE ID 09864B**
- **STAINLESS STEEL AIR FLO SANDER      VEHICLE ID AF2000637**
- **2004 TIGER mdl TM 72 SIDE MOWER      VEHICLE ID T72-1221**

Highway Superintendent Durham reported that the Town needs a new trailer that will be able to hold 17000 lbs. He reported that his personal trailer has been there for 4 years and he would basically like to take it home. The cost of a new trailer was estimated to be around \$7,000. Councilperson Simmons asked Highway Superintendent if the Town had ever had their own trailer. Highway Superintendent Durham stated that the trailer the Town has is a large trailer. Supervisor Cappellino asked Highway Superintendent Durham if he had ever transported the bobcat on his personal trailer. Highway Superintendent Durham stated that he had not. It was the consensus of the board members attending the meeting to approve the purchase of a new trailer for \$7,000.

Highway Superintendent Durham stated that he would like to spend about \$200.00 to fix up his personal trailer. The repairs include a new jack and wiring, to repair the damage that it had received since it has been being used by the Highway Department at the Town of Fowler. Town Clerk Tami Gale asked if it was policy for Town employees to use their personal equipment for Town purposes. Councilperson Newvine stated that it should be worth that. Councilperson Simmons asked Bookkeeper Barbara Finnie if the Highway Superintendent had money in his budget for it.

Bookkeeper Barbara Finnie stated that \$150,000 had been budgeted under equipment for the purchase of machinery, and asked Highway Superintendent Durham what it was for. Highway Superintendent Durham stated that it was for a big payment on the new truck and he had spent around \$2,000 of the budgeted amount so far.

Councilperson Andrews stated that he wanted to discuss equipment that was needed to be purchased in his opinion such as a mower for the roadsides as well as a tractor. Highway

Superintendent Durham stated that the boom-mower works well when it has the right operator. Councilperson Andrews stated that the boom mower was not meant to mow grass it is meant more to cut brush. Councilperson Andrews stated that the Town needs to purchase their own broom and stop using the Counties, in his opinion.

Highway Superintendent Durham stated that they could buy a cheap tractor and put a broom on the front and put a side mower on it. Highway Superintendent Durham reported that the Town has had all kinds of problems with their New Holland tractor. He stated that he had just got the Towns tractor back today and that's why the roadsides look like they do. After discussion, it was the consensus of the board for Highway Superintendent Durham to get quotes for a smaller tractor with a side mower and a broom.

Highway Superintendent Durham stated his plan is to pay the new truck off next year and stated if the 98' truck turns out good then the Town would not need to order a new truck next year. He asked the board if they wanted to pay less on the new truck and buy other equipment, or take the extra money and put it on the roads. Highway Superintendent Durham stated the extra money to pay off the truck is coming from the road funds, and reported that was why there was \$250,000 instead of \$300,000 to use on the roads.

Councilperson Jeff Andrews stated that the roads are in decent shape and asked Highway Superintendent Durham what roads were left to do other than the Byrns Road. Councilperson Newvine stated that the Town needs to get an idea of the cost of a new tractor so the board would know what they had for money, and suggested that the Town may be able to do both pay the truck off and get a tractor.

Councilperson Simmons stated that she felt the town needed a mower that would be able to mow the roadsides, and she feels that the Town needs to purchase some new equipment. Councilperson Simmons stated that we keep spending money on trucks and roads when we need some new equipment.

Councilperson Jeff Andrews stated that the Town is still behind the eight ball with their trucks too. Highway Superintendent Durham agreed, stating that if the Town buys a truck every 3 years that truck 17 will be 15 years old when the Town replaces it.

Deputy Town Clerk Debra Tupper asked a question concerning the boom mower and if the boom comes down low to mow with. Highway Superintendent Durham stated that it did but it did not have the correct blades. Councilperson Newvine asked if the highway department could get the correct blades for mowing or get an attachment. Supervisor Cappellino stated that he felt the tractor was oversized for the jobs that we wanted to do with it.

Councilperson Newvine suggested that the Town should have another highway equipment meeting where prices of the equipment discussed this evening could be provided, stating that the highway department liaison feels different than the Highway Superintendent does about some of the equipment that is needed.

Highway Superintendent Durham discussed the year of 2020 paving in the Town of Fowler. He reported that in 2019 the Town had \$280,000 in the budget to spend on paving. He stated that this year we are not sure if we are going to get in all of the money that we had received for paving last year. Councilperson Newvine asked if the AIM funding had been restored. Bookkeeper Barbara Finnie stated that the AIM funding is going to be coming through the County in sales tax and that it is being monitored by the comptroller's office, so the Town will be receiving it. Highway Superintendent Durham reported that this was the last year to receive monies from Pave New York. Councilperson Newvine asked Highway Superintendent Durham how much money the Town had received from Pave New York. Bookkeeper Barbara Finnie reported that the Town had received \$34,000 from the initiative.

Councilperson Newvine asked Highway Superintendent Durham what roads still needed to be paved, so the board could make a decision if they wanted to spend more money on the roads than on new equipment. Highway Superintendent Durham stated that the roads that still need to be paved are:

- 1 mile of the River Road at an estimated cost of \$150,000.
- Grinding .5 of the River Road at an estimated cost of \$5,000
- River Road total estimated cost of \$150,000.
- .9 miles of outer Country Club Road at an estimated cost of \$163,000.
- .2 miles of Kilkarney Courts at an estimated cost of \$32,000.
- .9 miles of the Swiss Hill Road
- Byrns Road to Shantyville .5 mile, from that intersection to the Shantyville Road is 1.3 miles, Shantyville itself is .5 miles, and from Shantyville to the Tri-County marker is 2.0 miles for a total of 5.2 miles at an estimated cost of \$900,000.

Councilperson Andrews asked Highway Superintendent Durham which roads he wanted to do first on this list. Highway Superintendent Durham stated that he would like to finish the River Road and Kilkarney Court, which would complete the paving in that corner of the Town.

Supervisor Cappellino asked what the cost of paving the River Road and Kilkarney Court would be. Highway Superintendent Durham stated it would cost \$187,000. After discussion, it was determined that he would bid out for 2020 paving: the River Road, Kilkarney Court, and the first .5 of the Byrns Road.

Supervisor Cappellino told Highway Superintendent Durham that the roads look great, stating that the Battle Hill Road had turned out very nice and the River Road was nice as well.

Bookkeeper Barbara Finnie addressed the board concerning the Pavilion and the Playground accounts. She stated that the accounts are not earning very much interest and asked the board permission to transfer the money to a "Class Account". The Town could earn around \$100.00 a month in interest where it has taken 2 months to earn \$1.00 as they are set up at present time. Bookkeeper Finnie stated that she has spoken to the bank and both accounts are set up presently as money markets, which have a limit on deposits and withdrawals and when you reach a certain amount of such transactions, the bank charges for the transactions. Bookkeeper Finnie stated that going forward any bills should not be paid using the checkbooks for the Playground or the Pavilion accounts. She stated that the invoices or bills should be submitted to the Town as vouchers and paid with the other invoices as presented to the board at the regular board meetings. Bookkeeper Finnie stated that the funds in both accounts are Town money and are monitored by the Town board not the Playground or Pavilion committees.

Tax-payer Vicky Cappellino asked bookkeeper Barbara Finnie what happens if the pavilion bids come in higher than the donation for the pavilion. Bookkeeper Finnie stated that it would be up to the Town board to decide to accept, reject or back down the scope of the pavilion to be within the cost of the pavilion fund. Bookkeeper Finnie stated that the Town board could also choose to put money into the pavilion account from the general fund. Bookkeeper Finnie stated that the Town has a Fund balance that the Town board could vote to use in this case. Deputy Town Clerk Debra Tupper asked Bookkeeper Finnie if money from the playground Fund could be used for the pavilion. Bookkeeper Finnie stated that if the playground committee and the board discussed using some of the playground money for the pavilion that it would need to be approved by the Town board, stating that the money was public funds. Councilperson Newvine stated that he would not have a problem using the whole playground fund to get the pavilion constructed if that was what it would take.

In discussion on the playground and pavilion, Highway Superintendent Durham interjected that he had a further subject to discuss concerning Austin Fayette. Highway Superintendent Durham stated that Austin only had 1 more day left to work at the highway department. He stated that today would have been Austin's last day, but he had worked on the playground. Highway Superintendent Durham stated that he and Bookkeeper Finnie had discussed keeping Austin Fayette on the books so that when people need an extra hand he would be available, stating that it was illegal for him as Highway Superintendent to charge off work that is completed in other departments to the highway fund. Highway Superintendent Durham stated that Austin Fayette is paid \$13.00/hour which is pretty cheap. Highway Superintendent Durham stated that Austin Fayette is willing to stay on and work some days with having advance notice. Highway Superintendent Durham stated that it would be simple. He would come in, punch in and do whatever the board wanted him to do and go home. After discussion, it was the consensus of the board to keep Austin Fayette on the books working for

the Town instead of terminating him. Bookkeeper Finnie stated that depending on what department he was working for would be the line item in the budget that he is paid from.

Councilperson Simmons reported that 2 of the new benches that were ordered for the playground needed to be installed on cement pads. Councilperson Newvine stated that the plan was to pour the pads for the benches at the same time the pavilion pad is poured.

Councilperson Simmons brought up the building that is currently being used to store Town equipment is leaking. After discussion, it was determined that Highway Superintendent Durham would take care of it on Monday.

Bookkeeper Barbara Finnie reported that the budget planning for the year 2020's Town budget is coming up. Bookkeeper Finnie stated that she and Town Clerk Tami Gale will be providing the department heads with budget request forms soon and that they will need to be submitted to the bookkeeper by the 20<sup>th</sup> of September. Bookkeeper Finnie stated that the tentative budget will need to be filed with Town Clerk Tami Gale by the 30<sup>th</sup> of September. Bookkeeper Finnie stated that the tentative budget will reflect what each department head wants, and then the Town board will start the process of going through it.

Supervisor Cappellino discussed the mandatory Sexual Harassment training that will be provided to the Town by Fuller Insurance Agency. After discussion, it was determined that Town Clerk Tami Gale will call Mike Gillette from Fuller Insurance and set up the time for the training for September 3, 2019, and Highway Superintendent Durham will call and set up a separate time for the highway department employees to take the training for a time and date that suits their needs.

Supervisor Cappellino reported that:

- He had received a notification from the State of New York Department of Taxation and Finance Office of Real Property Tax Services and that the Certificate of Final Telecommunications Ceiling for the Town of Fowler Equalization Rate is 12.50 and Verizon New York, Inc. Final Ceiling is \$73,317.
- He had received a notification from the County that they had passed a resolution for Workers' Compensation Self-Insurance Apportionment for the year 2020. The Town of Fowler is up this year at \$25,489, and it was \$23,757 last year.
- That he and Town Clerk Tami Gale will work on an ad tomorrow to get the pavilion out to bid and back in time for the September 3, 2019 board meeting.

At 5:20PM a motion was made by Councilperson Newvine seconded by Councilperson Andrews to adjourn the meeting. All in Favor. MOTION CARRIED.

Tami Gale, Town Clerk