**Regular Monthly Meeting, Colton Town Board, February 19, 2020**

**State of New York, St. Lawrence County, 94 Main St., Colton 13625**

Present: George Cayey, Supervisor Councilpersons: Katheryn Hayes

Kevin Hawley, Hwy. Supt. Lisa Fisher-Davis

Darren Richards, DPW Supt. Grace Hawley

Donna Buckley, Clerk Ronald Robert

Others present: Joanne Fisher, Mary Jane Watson and Penny Cayey

Supervisor Cayey opened the regular monthly meeting immediately after the public hearing.

Mr. Cayey asked if the Board Members had reviewed the minutes, bills and reports.

Motion # 1

**APPROVE MINUTES**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to approve the January 2nd Organizational Meeting minutes and the Regular Monthly Meeting January 8.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

Motion # 2

**APPROVE WARRANT # 1 AND BANK RECONCILIATION**

Motion made by Mrs. Hawley, seconded by Ms. Hayes to approve the bills on Warrant # 1 and the bank reconciliation.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

Mr. Cayey reported we received a portion of the grants funds for the salt barn and need to make an amendment.

Motion # 3

**BUDGET AMENDMENT**

Motion made by Mrs. Hawley, seconded by Mr. Robert to authorize the budget amendment as such: Transfer from Fund Balance $86,422 to General Fund A5132.22

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

**COUNTY LEGISLATOR’S REPORT** Mr. Cayey read aloud Legislator Perkins report:

At the February 4th Full Board Meeting

* We had 23 resolutions
* We had 7 modifications to the budget
* We had 6 vacancy positions that we filled
* We had 5 Agreements/ Contracts to be signed
* We had a resolution accepting a donation to the Office of the Aging from Blevins Auto of a vehicle, to be used for the meals delivery program.
* We had a resolution requesting State funding for indigent defense parental representation.
* We had a resolution creating a Self-Insured Reserve for cost of health care and Liability casualty fund.
* We approved a Rabies Clinic to held at the Cornell Cooperative Extension on February 23 2019
* We also Reappointed Amy Donah as a Conflict defender

Also, our Emergency Services Director has given his resignation, so we are looking for a new EMS director, if you know of anyone interested?

If anyone has any questions please feel free to reach out to me.

If I can get done early enough I will try to make the meeting.

**ASSESSOR’S REPORT** Mr. Cayey read aloud Mr. Ball’s report:

Since January 1st 2020 there has been 3 new property transfers.

* Currently have 74 open building permits. I am in the process of visiting each of these properties. After I have visited a property and the building is complete, I then update the property record card, the RPS program and add the value to the assessment roll.
* This month I received 5 of the 11 exemption renewals back. I will soon be calling property owners to remind them of the renewal and that it is due back before March 1st
* I have been working on reorganizing historical maps with the intention of being able to put them into storage and eventually rearrange the office.
* I received and processed 8 applications for exemptions for the 2020 Assessment Roll.

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**Bti REPORT** Mr. Cayey read aloud Ms. Malik’s report:

\* I spoke with DEC last week and we should be getting our Black fly permit soon so we will be all set to start

next month.  All the crew will be returning.

\* My knee is coming along well.  It is still painful but my doctor said that is normal for the type of surgery he

did.  I’m doing lots of PT, now mostly at home and will see my doctor in early March to get clearance for going

back in the field.

\* The mosquito permits have been submitted to DEC and are still out for review but there should be no problem

getting them in time to start. We usually start treating for mosquitoes  1-1 1/2 months later than black flies.

\* I am currently working on the wetlands permit for the invasive species, Phragmites.

\* I have also been communicating with SLELO Prism about another invasive species I identified this fall in

Colton, Jumping worms.  We will collaborate on an informational workshop in Colton later this year.

**CODE ENFORCEMENT REPORT** Mr. Richards reported:

4 permits this year so far. One ZBA application might be coming up soon and an operating permit was recently denied due to zoning. We also have one subdivision for a new home on Higley for the March meeting. Code Class is the first two weeks in March.

**DPW REPORT** Mr. Richards reported:

*Transfer Station* Transfer Station report to the DEC being finalized. Interestingly, 674 ton of chips were hauled out to Re-Energy in 2019 to provide electricity for Fort Drum. DPW fixed an undermining issue which was caused by vermin at the compactor platform. The solution included Concrete forms and number four shot rocks and crusher run to compact the area and restore the platform ramp. All else running smoothly.

*Water and Sewer*  Sludge being tested for Watertown haul. The sludge testing will take a week or so to get the results back from Converse labs to allow us to haul into Watertown for processing. Water running smooth so far this mild winter.

*Building and Grounds* Wright Choice is completing the propane heating units at the Community Center to convert to a new propane furnace from forced air fuel oil furnace and a backup small boiler to heat the new section of the Community Center. S&L Electric is completing the Highway LED conversion as we speak. Museum was put out to bid for the siding, porches and exterior door replacements. We have had good initial responses from contractors so far. We have had approximately 1500 people so far at the rink. Despite a mild winter it is the most used facility outside the transfer station!

**SAFETY REPORT** Mr. Richards reported:

The new Security Camera System has been installed at the Courthouse. That will solve any issues on security with our new second egress. The book drop box for the library has arrived to assist ADA compliance. It will also bring the new drop box by the street for closed hours of service to eliminate the slippery walk and stairs during winter hours.

**HIGHWAY REPORT** Mr. Hawley reported:

* Since the last board meeting we have been working primarily on snow and ice. This winter has been a particularly strange one with all the temperature changes. While the warming up times does help to bare the roads from snow and ice, the frost in the roads has been a problem. We are seeing new frost related bumps in places that have never bothered before as well as an increase in places that have been effected in the past. Windmill Road and Number nine roads are the most effected at this point. We have marked the worst ones both to alert motorists and also to help me remember where each one is come spring when the frost goes out. I am going to address the worse ones this upcoming construction season.
* It is the time of year for the board to advertise the closing of all town roads to vehicles in excess of 6 tons during the spring break up (posting of roads). Donna will at your direction post in the paper that upon the erection of posting signs the roads will remain closed until the removal of signs.
* I listed several pieces of surplus equipment on Auctions International and the Auction went very well. The old John Deere tractor with the side boom mower sold for $22,700 (I bought this used fifteen years ago for $25,000). The old rusted out white Chevy sold for $1325, the Dodge with a bad radiator and transfer case $810, and an old sander we used on sidewalks with the Bobcat $290. A total of $25,125. All items have been paid for to Auctions International, our check will come directly from them soon.
* I advertised bids for a new mower tractor and received 6 quotes. The prices ranged from $39,000 to $53,000. After reviewing all the bids and considering the options offered, availability for delivery, dealer location and backup service available after purchase my recommendation is to reject all bids, and purchase the New Holland Work Master 75 from State contract for $44,849.25 with loader, 3 rear hydraulic remotes, a Bobcat quick attach front bucket (our Bobcat attachments fit right on) and an extra hydraulic circuit on the loader for attachments.

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Motion # 4

**POST ROADS**

Motion made by Mrs. Fisher-Davis to advertise roads posted as directed to prevent heavy trucks on them during spring until posted signs are removed.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

Mr. Hawley reported he would to reject all the bids and purchase off the State contract.

Motion # 5

**AUTHORIZE BID REJECTION AND PURCHASE OFF STATE CONTRACT**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to authorize Highway Supt. Hawley to reject all tractor bids and purchase off State contract.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

**LIBRARY REPORT** Trustee Joanne Fisher thanked the Town Board for the new drop box. The Trustees have been working on the minimum standards report. The lighting project is almost complete. They have done their annual report and evaluation of the Library Director. During Winterfest the Quilt Show and Story Hour were well attended.

**PLANNING/ ZONING REPORT** Mr. Cayey read their report:

**The Planning Board meeting was held on January 21, 2020 at 7:00 pm at the Colton Town Hall. The legal notice of this meeting was posted in the local newspapers as usual. The issues brought up for discussion were:**

* Application **CUP-01-2020**, Les Baker, McKabe Rd is wishing to turn the backside of his garage into delivery/take-out eatery. He is applying for an area variance since this CUP application was denied by the Planning Board based off the rules and regulations that are currently in place. This particular area isn’t zoned for a restaurant. His plans were to be open Wednesday to Sunday.
* Colton-Pierrepont Lego Robotics Team made a presentation in regards to bettering our town. Colton has a lot of missed opportunities when it comes to advertising what great offerings it town has to offer. The kids had some great suggestions for new signage to highlight these hidden gems within our town. They brought up some uninviting signage for Stone Valley Trail (located right across the road from the Town Hall) which is actually owned by Brookfield and some ideas as to where they think signs could be moved to be more visible. It was also mentioned that Colton has a level 3 Black Diamond mountain bike trail on the Lenny Rd. Colton also offers Whitewater Kayaking, a dirt bike track (pump track) on County Route 58, disc golf located on the Morgan Rd. in South Colton, as well as an art kiosk at Swift Field. A suggestion for a more updated Town of Colton website with things other than town meetings on the calendar, different social media outlets being used to advertise  the town and its offerings.

**Code Enforcement Officer Report:**

* 93 permits for 2019.
* 2 permits so far in 2020.

The Planning Board purchased new chromebooks for each of its members at the end of 2019. They were handed out at the end of the January meeting.

Mrs. Hawley reported she was asked if the Planning Board members could be allowed to use the Town’s cloud.

Motion # 6

**ALLOW ALL BOARDS ACCESS TO TOWN’S CLOUD**

Motion made by Mr. Robert, seconded by Mrs. Hawley to authorize allowed use of the Town’s cloud by other Town Boards.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

Mr. Richards added the Planning Board discussed AirBnB’s and will send recommendation to the Town Board.

Mr. Cayey asked the Board to approve members to go to the PERMA Conference.

Motion # 7

**AUTHORIZE ATTENDANCE TO PERMA CONFERENCE**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to authorize, Mrs. Rayner, Mrs. Hawley and Mr. Richards to attend the PERMA Conference.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

**3**

**Regular Monthly Meeting, Colton Town Board, February 19, 2020**

**NEW BUSINESS**

* Sexual Harassment Training is mandatory annually the upcoming training date is July 7, 2020 there is a morning class and an afternoon class. Call Donna to sign up for one or the other. If you have a certificate of compliance from another place you work, supply it to Donna and it will relieve you of class this year.
* Local Law - motion follows.

Motion # 8

**ADOPT LOCAL LAW # 1 – 2020**

Motion made by Mrs. Fisher-Davis, seconded by Mrs. Hawley to adopt Local Law # 1 – 2020 as follows.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

**LOCAL LAW # 1 – 2020**

**A local law** to change the date for the Board of Assessment Review to Hear Complaints

**Be it enacted by the**  Town Board of the Town of Colton, New York **as follows:**

pursuant to New York State Real Property Tax Law Section 512(1-a) that, by reason of the fact that the Real Property Tax Assessor employed by this Town is simultaneously employed by another assessing unit, the first and beginning date for the Board of Assessment Review to meet to hear complaints in relation to assessments shall be the 2nd Wednesday after the 4th Tuesday of May in each year commencing with the year 2020.

This Local Law shall become effective upon the date of its filing with the New York State Department of State.

Motion # 9

**ADJOURNMENT**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to adjourn.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried 6:55 p.m.

Mr. Richards stated he had something he wanted to address in Executive Session.

Motion # 10

**MOVE TO EXECUTIVE SESSION**

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried, 6:55

**CLOSE EXECUTIVE SESSION & OPEN REGULAR MEETING**

Motion made by Mrs. Hawley, seconded by Mr. Robert to close Executive Session and return to regular monthly meeting.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

Mr. Cayey stated the cleaner will receive the 2.7% raise.

Mr. Cayey stated since the union agreement was ratified the wages and salary changes need approval.

Motion # 11

**APPROVE THE REVISED WAGE & SALARY RATES FOR 2020**

Motion made by Mrs. Hawley, seconded by Mr. Robert to approve the revised wages and salaries for 2020. Noting the changes are due to the union agreement ratification and raises held back until then.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried

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**Regular Monthly Meeting, Colton Town Board, February 19, 2020**

**REVISED 2020 SALARIES & WAGES**

**Dept. Town Position Salary Hourly Per Mtg.**

**Town Board** Councilpersons 3,629.75

**Supervisor** Town Supervisor 10,897.00

Personnel Manager 12,294.00

Bookkeeper 40,823.00

**Town Clerk** Town Clerk 41,035.00

Deputy Town Clerk 25.69

Tax Collector 7,465.00

**Justice** Town Justice 14,347.00

Justice Clerk 17.77

Bailiff 400.00

**Public Works** Supt. of DPW 35,107.00

Assist. DPW Sup’t. 33,798.00

Laborer 2 21.85

Laborer 1 23.34

Laborer/Clerical 21.25

Cleaner 14,423.00

**Summer Help** 11.80

**Transfer Station** Superintendent5,852.00

**Water Supt. # 1** 5,852.00

**Water Supt. # 2** 11,265.00

**Sewer Supt. # 1** 11,265.00

**Sewer Supt. # 2** 5,852.00

**Highway** Supt. of Highways 65,216.00

Secretary 3,163.00

Deputy Hwy Supt. 23.72 Wrkg Crew Leader 23.20

HEO / MEO 23.20

Laborer 22.59

**Bti** Technician 39,351.00

1st yr crew member 14.00

2nd yr crew member 16.25

3rd yr crew member 17.25

4th yr crew member 20.17

**Invasive Species** Technician22.73

**Code** CEO4,416.00

Bldg. Inspector 1,172.00

**Safety Officer** 5,852.00

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**REVISED 2020 SALARIES & WAGES**

**Dept. Town Position Salary Hourly Per Mtg.**

**Assessor** Sole Assessor 24,500.00

**BAR** Chairperson 135 .00 Members 78 .00 Secretary 12.32

**Planning** Planning Chairperson 720.00

Planning Members 44.00

**Zoning** ZBA Chairperson 670.00

ZBA Members 44.00 PB & ZBA Secretary 12.32

**Beautification** Coordinator disolved

**Tourism** Coordinator disolved

**Recreation** Coordinator disolved

**Dog Warden** Dog Warden 6,627.00

**Historian** Town Historian 920.00

**Library** Library Technician 36,148.00

Library Aides 11.80

Library Cleaner 4,883.00

**ADJOURNMENT**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to adjourn.

Ayes 5 Robert, Fisher-Davis, Hayes, Hawley, Cayey

Noes 0

Motion carried, 7:20 p.m.

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Donna Buckley, Town Clerk

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