

THE TOWN BOARD OF THE TOWN OF BELLMONT HELD THEIR ORGANIZATIONAL MEETING FOR 2020 ON JANUARY 2, 2020 AT 7:00 PM AT THE TOWN OFFICE IN BRAINARDSVILLE. PRESENT WERE SUPERVISOR H. BRUCE RUSSELL, COUNCILPEOPLE GREG LANGDON, WAYNE ROGERS AND JEFF MANLEY, TOWN BOOKKEEPER CANDY CHARLAND, AND TAX COLLECTOR STACIE MAILLOUX. COUNCILMAN HARLEY TITUS ARRIVED AT 7:10 PM.

SWORN INTO OFFICE WAS H. BRUCE RUSSELL SUPERVISOR, JEFF MANLEY, HARLEY TITUS COUNCIL PEOPLE, JUDYLANE NASON TOWN CLERK, STACIE MAILLOUX TAX COLLECTOR, ALL TERMS ENDING 12/31/2023.

ACTIONS ITEMS:

RESOLUTIONS #1-4

SEE ATTACHED RESOLUTIONS

SUPERVISOR H. BRUCE RUSSELL TALKED ABOUT THE DAM IN MT. VIEW ALMOST COMPLETED AND ABOUT THE TOWN GARAGES ONE IN BELLMONT CENTER AND THE OTHER IN OWLS HEAD. OWLS HEAD IS MOSTLY COMPLETED AND THE BELLMONT CENTER TOWN GARAGE WILL BE COMPLETED IN 2020.

WE ALSO NEED AT LEAST 3 NEW MEMBERS ON THE PLANNING BOARD.

THE NEXT REGULAR BOARD MEETING WILL BE HELD ON MONDAY JANUARY 20, 2020 AT 7:30 PM AT THE BELLMONT OFFICE IN BRAINARDSVILLE. WITH COUNCILPEOPLE TO AUDIT AND PAY VOCHERS AT 7:00 PM.

A MOTION MADE BY COUNCILMAN HARLEY TITUS AND SECONDED BY COUNCILMAN GREG LANGDON TO ADJOURN WAS MADE AT 7:58. 5-YES

2020 ORGANIZATIONAL MEETING

TOWN OF BELLMONT, FRANKLIN COUNTY, NEW YORK

THURSDAY, JANUARY 2, 2020

1. Appointments by Supervisor

1st Deputy Supervisor: Gregory Langdon

2nd Deputy Supervisor: Candace Charland

Town Bookkeeper, Budget Officer, and Personnel Clerk: Candace Charland

Resolution 1: BE IT RESOLVED that the combined annual salary for the Town Bookkeeper, Budget Officer, and Personnel Clerk shall be \$10,000. (A1320.1, A1340.4, & A1430.1).

BE IT ALSO RESOLVED the Bellmont Town Board establishes a petty cash fund for the Bellmont Town Tax Collector in the amount of \$300.00 for use during the tax collection period. At the conclusion of the tax collection period, unexpended funds will be returned to the Town General Fund and an account of expended funds will be filed with Tax Collector's annual report in June. Mileage expenses of the Tax Collector will be paid at the per mile rate of \$0.50 upon submitting a voucher, and

BE IT ALSO RESOLVED the Bellmont Town Board establishes a mileage rate of \$0.50 per mile, and

BE IT ALSO RESOLVED the Bellmont Town Board authorizes the Town Highway Superintendent to purchase up to \$2,000 worth without prior approval the following: tools, equipment, supplies, and repair costs, and

BE IT ALSO RESOLVED the Bellmont Town Board authorizes the Town Supervisor to pay without prior audit: utility bills, contracted amounts, principal and interest on loans, and regular suppliers who allow a discount if paid by the 10th of the month, and.

BE IT ALSO RESOLVED the Bellmont Town Board authorizes the Town Supervisor (in lieu of filing an annual financial report by February 29, 2020) to file with the Town Clerk within 60 days after December 31, 2019 a copy of the 2019 Annual Report to the NYS Comptroller (AUD), and

BE IT FURTHER RESOLVED the Town Clerk shall publish, within 10 days of the filing, a notice in the official newspaper that the report is available for public inspection at the Town Clerk's Office, and

BE IT FURTHER RESOLVED the Town Justice and the Town Clerk of the Town of Bellmont shall make both monthly and annual reports to the Town Board and such reports shall be noted in the minutes of the meeting at which such report was given. The Tax Collector shall make a report, not later than the June Board Meeting, which will likewise be noted in the minutes, at the June 2020 meeting. All reports, in their entirety shall be filed in the Town Clerk's Office.

Motion by: Wayne Rogers

Second by: Jeffrey Manley

Roll Call:

Gregory Langdon	yes
Jeffrey Manley	yes
Wayne Rogers	yes
Harley Titus	absent
H. Bruce Russell	yes

Resolution 2: BE IT RESOLVED that salaries for elected and appointed officials for the Town of Bellmont for 2020 are as follows:

Town Council Members, four @	\$ 2,250 each	A1010.1
Town Justice	\$ 8,500	A1110.1
Town Highway Superintendent	\$ 50,500	A5010.1
Town Tax Collector	\$ 4,500	A1330.1
Town Clerk & Food Pantry Coordinator A6989.1	\$ 7,900	A1410.1
Town Registrar	\$ 200	A4020.1
Town Supervisor	\$ 15,000	A1220.1
Town Assessor – Term Expires 09/30/2025	\$ 23,000	A1355.1
Assessor Contractual Expense	\$ 1,600	A1355.4
Town Bookkeeper	\$ 6,800	A1320.1
Town Budget Officer	\$ 500	A1340.1
Town Personnel Clerk	\$ 2,700	A1430.1

BE IT FURTHER RESOLVED that regular meetings of the Bellmont Town Board for 2020 will be as follows: ALL MEETINGS TO BEGIN AT 7:30 PM. ALL BOARD MEMBERS TO ARRIVE AT 7:00 PM TO AUDIT BILLS prior to the meeting.

Type of meeting	Date	Place
Organizational	January 2, 2020	Bellmont Town Office
Regular	January 20, 2020	Bellmont Town Office
Regular	February 17, 2020	Bellmont Town Office
Regular	March 16, 2020	Bellmont Town Office
Regular	April 20, 2020	Bellmont Town Office
Regular	May 18, 2020	Bellmont Town Office
Regular	June 15, 2020	Bellmont Town Office
Regular	July 20, 2020	Owls Head Fire Station
Regular	August 17, 2020	Owls Head Fire Station
Regular	September 21, 2020	Bellmont Town Office
Regular	October 19, 2020	Bellmont Town Office
Regular	November 16, 2020	Bellmont Town Office
Regular	December 21, 2020	Bellmont Town Office

BE IT FURTHER RESOLVED the Town Board of the Town of Bellmont authorizes Town Supervisor, H. Bruce Russell, to sign a contract with Jim McHugh for Town of Bellmont Dog Control, starting 1/1/2020 through and including 12/31/2020, for a sum of \$ 1,200.00 (A3510.4).

BE IT FURTHER RESOLVED the Public Notice for any Town of Bellmont Public Hearing (required by law) will appear in the Official Newspaper five (5) calendar days prior to the hearing.

Motion by: *Gregory Langdon*
 Second by: *Jeffrey Manley*

Roll Call: Gregory Langdon *yes*
 Jeffrey Manley *yes*
 Wayne Rogers *yes*
 Harley Titus *absent*
 H. Bruce Russell *yes*

Resolution 3: BE IT RESOLVED the following are rules of procedure for all Town of Bellmont Town Board Meetings and Public Hearings:

- A) Public comments will follow the five (5) minute rule.
- B) If anyone desires to be put on the Agenda for a meeting to have more time, please notify the Town Supervisor by 5 PM the Thursday before the Monday Board Meeting.
- C) Meetings shall be held in orderly fashion without interruption.
- D) No additional matters are to be considered until all Agenda items are acted upon.
- E) The public may not act in a disruptive manner.
- F) Members of the public may not address the Board until recognized by the Town Supervisor.
- G) The person addressing the Board shall state their name and town of residence.
- H) A person addressing the Board shall address his/her remarks to Members of the Board and questions to the Town Supervisor and not to the public or a specific member of the public.
- I) No person has a right to demand an answer or expect an immediate answer to specific questions addressed to any member of the Board.
- J) In any vote the Board Members shall vote in alphabetical order and the Supervisor shall vote in event of a tie vote. Board Members must be present to cast a valid vote.

BE IT FURTHER RESOLVED the following appointments be made by the Town Board for the year 2020:

1 st Deputy Town Clerk	Deborah Secore and Codie Secore
Deputy Highway Superintendents	Adam King and Bruce Dumas
Deputy Tax Collector	Jimmy Mailloux
Attorney for the Town	Brian Stewart, Esq.
Dam Keeper at Mt View	Carl LaDue
Dam Keeper at Forge Dam	Kyle Hanley
Code Officer & Building Inspector	James Dumont
Official Newspaper	The Malone Telegram
Official Banks and/or Investment Cooperative	Community Bank // Greene County Commercial Bank MBIA NYCLASS // Key Bank // NBT Bank
Signatories to Town Accounts	H. Bruce Russell and/or Candace Charland
Signatories to CDBG (HUD)	H. Bruce Russell and/or Candace Charland
CDBG Checking Account	Judylane Nason
Town Historian	TBA
Town Dog Control Officer	Jim McHugh
Representative to Franklin County Association of Senior Citizens	TBA
Representatives to Burke Adult Center	Barbara Bilow & TBA
Town Food Pantry Coordinator	Judylane Nason
Brainardsville Water & Sewer	Superintendent for both: Lee J. Davis, Highway Superintendent
Chateaugay Lake Water Level Control Board	Bert Wilcox thru 12/31/2021 Donald Bilow thru 12/31/2022 Jeffrey Manley thru 12/31/2020 Alternate: Joseph Perry
Forge Dam Project	Harley Titus and Bruce Russell

Planning Committee

John Dalphin, Gregory Langdon, James Dumont,
Bill Hrabie, & David Stewart

Resource Oversight Committee

Gregory Langdon & Wayne Rogers

Board of Assessment Review

Felix Tam thru 9/30/2023

TBA thru 9/30/2024

Kyle J. Hanley thru 9/30/2020

Martha Dishman thru 9/30/2021

M. David Stewart thru 9/30/2022

(Terms for Board Members are for 5 years. Stipend for Board Member is \$150 plus \$10 for attending school plus \$0.50 per mile for mileage to attend school. Town Clerk shall be paid \$150 to record minutes of session.)

Town Board Liaison to

Brainardsville Water District

Bruce Russell & Lee Davis

Town Board Liaison to

Brainardsville Sewer District

Bruce Russell & Lee Davis

Town Board Liaison to Owls

Head & Mt View Light Dist.

Bruce Russell & Gregory Langdon

Town Board Liaison to

Brainardsville Playground

Jeffrey Manley & Brenda Wilcox

Town Board Liaison to

Owls Head Playground

Jeffrey Manley & Gregory Langdon

Town Board Liaison to

Burke Volunteer Fire Dept.

Jeffrey Manley & Wayne Rogers

Town Board Liaison to Owls

Head Volunteer Fire Dept.

Gregory Langdon

Town Highway Committee

Jeffrey Manley & Harley Titus

Negotiations Committee

Jeffrey Manley & Harley Titus, alt Bruce Russell

Insurance Committee

Bruce Russell & Gregory Langdon

Food Pantry Committee Chair

Judylane Nason

BE IT ALSO RESOLVED that the Bellmont Town Board continue the Wind Park or Solar Park Oversight Committee for communications with any Town resident regarding any Wind or Solar Park issues, complaints, or questions. Also, the committee shall use the two established Host Community Agreement between the Town of Bellmont and the Wind Parks, adopted by the Town of Bellmont as indication of compliance. The Host Community Agreement for the Solar Parks will also be formed.

BE IT FURTHER RESOLVED that the committee members be the Town Supervisor and First Deputy Town Supervisor.

BE IT FURTHER RESOLVED the Town of Bellmont Highway Committee will review the closing Highway Fuel & Mileage Log Records (delivery and use) for the years 2019 and semiannually in 2020 and later.

BE IT FURTHER RESOLVED the Town Board does authorizes a blanket surety bond permitted by Section 11 of the Public Officers Law in lieu of individual undertakings as required by Section 25 of the Town Law, which indemnifies the Town for losses caused by failure to faithfully perform duties or by fraudulent or dishonest acts on the part of the Tax Collector, the Supervisor, and all other elected officials and employees for the current year.

Motion by: Wayne Rogers

Second by: Gregory Langdon

Roll Call:

Gregory Langdon yes
Wayne Rogers yes
Jeffrey Manley yes
Harley Titus yes
H. Bruce Russell yes

Resolution 4: BE IT RESOLVED: the Town Board of the Town of Belmont authorizes Town Supervisor, H. Bruce Russell, to sign a Memorandum of Understanding with the NYS Department of Environmental Conservation regarding facilitation of Town projects which come under jurisdiction of the Protection of Water Law for the year 2020

BE IT FURTHER RESOLVED the Members of the Town Board of the Town of Belmont have received and reviewed a copy of the following codes and policies and have adopted them. Copies of item a, b, c, and d shall be posted at both Town Garages and at the Town Office.

- a) Town's Code of Ethics
- b) Town's Equal Employment Opportunity Policy
- c) Town's Sexual Harassment Policy
- d) Americans With Disabilities Act (ADA) Employment Policy
- e) Town's Procurement Policy
- f) Town's Investment Policy
- g) Town's Fixed Asset Policy

BE IT ALSO RESOLVED the Town Board of the Town of Belmont will review Code Enforcement and Dam Keeper Records at least four (4) times a year as recommended by the NYS Comptroller's Office.

BE IT ALSO RESOLVED the Town Board members of the Town of Belmont acknowledge that there is a letter on file noting a conflict of interest for Board Member Harley Titus and Jericho Rise Wind Farm.

BE IT FURTHER RESOLVED that effective January 1, 2009 the Town of Belmont is on record with all employees that the Town does not provide for any "vacation carry forward," "personal days carry forward," or "holiday days carry forward" thus vacation days, personal days, and holiday days earned during any given year after 1/1/2009 must be used during the year awarded or be forfeited.

BE IT ALSO RESOLVED that effective January 1, 2009 the Town of Belmont will pay an annual fee to the Brainardsville Sewer District for the privilege of using 9 Hill Street, Brainardsville, NY 12915 as the Town Office. This Fee to be set at \$2,500 and paid from the BUILDINGS, Contractual Expense, A1620.40. It is understood that this fee will be reviewed annually. After reviewing it is understood that this fee will continue for the year 2020.

Motion by: Gregory Langdon

Second by: Jeffrey Manley

Roll Call:

Gregory Langdon yes
Wayne Rogers yes
Jeffrey Manley yes
Harley Titus yes
H. Bruce Russell yes