TOWN OF ROSEBOOM

TOWN BOARD MEETING

**March 13, 2014**

The Regular Monthly Meeting of the Roseboom Town Board was held on March 13, 2014. Supervisor Gustafson called the regular board meeting to order at 6:37pm.

**PRESENT**: Supervisor Patti Gustafson. Councilpersons Curtis VanDewerker, Karen Donnelly, Tim Hotaling and Allegra Schecter.

**ABSENT:**None

**OTHER OFFICIALS PRESENT:**Financial Assistance Christine Lalonde, Town Clerk Erin Seeley, Assessor Doug Gohde, County Rep. Beth Rosenthal and Deputy Supervisor Larry Prill.

**VISITORS LISTING:** Attachment #1.

**AGENDA:** Attachment #2

**MINUTES**: A **motion** was made by Councilperson Schecter to approve the February 20, 2014 Minutes as presented, seconded by Councilperson VanDewerker. All were in favor, motion passed.

**SUPERVISORS/FISCAL OFFICER’S REPORT:** Attachment #3

* Supervisor Gustafson indicated that she would be giving a presentation at the April Town Board meeting to explain the new Supervisor’s/Fiscal Officer Report in detail.

**ABSTRACTS**: Attachments #4 and #5

* Abstract for General Fund number 3: $8,021.61
* Abstract for Highway Fund number 3: $19,963.17
* A **motion** was made by Councilperson VanDewerkerand seconded by Councilperson Donnelly to accept the General Fund Abstract #3in the amount of $8,021.61 and Highway Fund Abstract #3 in the amount of $19,963.17All were in favor. Motion carried.

**AUDIT UPDATES:**

* Town Justice Books Audit- assigned to Councilperson Donnelly- the Town Justice has set a meeting for the week of March 23rd. **ACTION:** Councilperson Donnelly will complete this audit.
* The Annual Financial Report has been completed and filed with the Comptroller. **ACTION:** Town Clerk Seeley- post annual audit on the website for public viewing.

**ROAD COMMITTEE REPORT: Councilperson Donnelly**

* Councilperson Donnelly- John, the person who did the presentation last month will be joining the committee to drive around and review the roads in the spring.
* We have 3 projects submitted for NRCS, the town has to front the money for this and is then refunded. The projects were bid out and we will be moving forward with this.
* **RESOLUTION # 6** A **motion** was made by Councilperson Donnelly and seconded by Councilperson Schecter to pass *Resolution #6*  authorizing the Town Supervisor to transfer funds/Loan funds from General Savings to the Highway Fund up to $70,000. These funds will be usedto cover the NRCS/FEMA project(s) expenses on an as needed basis in order to meet cash flow needs. Upon receiving the reimbursement funds (money) from the NRCS/FEMA; this money will be returned to the General Fund. All in favor- Motion Carried.

**COMMUNICATIONS COMMITTEE REPORT: Councilperson Donnelly**

* Councilperson Donnelly- The first meeting of this committee took place on Saturday March 1st. The FCC would like to have some test sites in rural areas to test the option of broadband. The FCC would be offering funding to do this. A letter of interest on behalf of the town was submitted to pursue the grant. The town of Decatur and Westford would also be a part of this, Councilperson Donnelly attended board meetings in both towns and they have agreed to participate. A committee of the three towns will be formed (2 members from each town) to take on this initiative while working closely with the Town Financial Assistant/Grant Writer. The two members from Roseboom would be Councilperson Donnelly and Supervisor Gustafson.
* A **motion** was made by Councilperson Donnelly and seconded by Councilperson VanDewerker indicating that the Town of Roseboom will participate in the FCC initiative for Rural Broadband; this will be a Tri-town venture including the Towns of Decatur and Westford. All in favor- motion carried.
* A phone survey will be compiled and presented to the residents within these towns to find out what residents are using for phone and internet. It is important that all residents participate as this will drive the grant. If anyone would like to volunteer to help with making calls, please contact Karen. **ACTION:** all board members, including the supervisor and clerk will help with the "Survey" via phone calls.
* The Towndid receive a County Resolutionfrom Otsego County supporting the Towns application for grant funds to further develop rural broadband. See attachment #6

**MACHINERY COMMITTEE REPORT: Councilperson Hotaling**

* Councilperson Hotaling: Nothing newto report.

**GARAGE COMMITTEE REPORT: Councilperson Schecter**

* Councilperson Schecter- met with Mick, there is a broken window that needs to be fixed. A free estimate will be obtained for insulating the ceiling and walls. Drain issues and concrete issues were also noted. Discussed the issues with the meeting room and the need for a new building for meeting purposes.

**LAND ACQUISITION COMMITTEE REPORT: Councilperson VanDewerker**

* Councilperson VanDewerker- The committee is waiting on the purchase of the property that was found.
* Superintendent Gustafson suggested that we consider looking for a co-buyer of this land as we only need a small portion the parcel that is for sale.  **ACTION**: Councilperson VanDewerker will contact a real estate broker to discuss this option and also discuss this option with the property owner.

**HIGHWAY SUPERINTENDENT’S REPORT: SuperintendentMabie (absent)**

* No report was given.
* **DELTA ENGINEERS MIT FORM:** A **motion** was made by Councilperson VanDewerker and seconded by Councilperson Hotaling to complete and submit the MIT Form to Delta Engineers, Architects, & Land Surveyors. All in favor- Motion Carried. **ACTION:** Supervisor Gustafson: to complete the MIT Form, place on town letterhead, sign and return to Delta Engineers.
* **DELTA ENGINEERS ROAD PROGRAM MANUAL vs. 3.0:** the Town of Roseboom has received the updated Road Program Manual vs 3.0 from Delta Engineers, Architects, and Land Surveyors. This Road Program Manual vs 3.0 replaces vs 2.0. As such the Town of Roseboom’ Local Law #1 of 2012 needs to be amended via Public Hearing.
* **RESOLUTION #4** A **motion** was made by Councilperson VanDewerker and seconded by Councilperson Donnelly to pass a *resolution#4* indicating that the Town of Roseboom hold a public hearing on Local Law No.1 -2014 to amend Local Law #1 of 2012 -LocalRoad Use and Preservation; to utilize Delta Engineers’ most current / up to date Road Program Manual (Version 3.0). This hearing will take place on April 10th at 6:30pm prior to the regular town board meeting.
* **ACTION:** Supervisor Gustafson- will obtain Local Law #1-2012, meet with Attorney Parshall to view Local Law #1-2012, review Public Hearing Notice, and prep amendment for Local Law #1 -2012.
* **ACTION:**Attorney Marvin Parshall –will prep & post this notice, regarding the public hearing to amend the local road use law, in the Daily Star newspaper.
* **TOWN CLERK’S REPORT:** Attachment #7
* Summary of monies received for February 2014

Dog Licenses: For the Town- $36.00 For NYS- $9.00 Total: $45.00

Building Permit For the Town- $25.00 Total: $25.00

* Supervisor Gustafson received a check from the Town Clerk for $61.00 on 3/13/14
* A check was mailed to NYS Ag & Markets from the Town Clerk for $9.00 on 3/13/14
* The town received $355.34 in Tax Penalties this month; Supervisor Gustafson received a check in this amount on 3/11/14 from the Town Clerk.
* Town Clerk Seeley created a letterhead for the town; this was shared with the board members.
* Town Clerk Seeley will attend an information session offered by ISD in Oneonta on 3/14/14 regarding the upcoming changes with regards to Windows XP no longer being supported and what that will mean for the town.

**TOWN FINANCIAL ASSISTANT REPORT: Christine Lalonde**

* Town Financial Assistant Lalonde gave her report. The town is still waiting to hear on the grants that were submitted. Specific grants were discussed.

**TOWN ASSESSOR REPORT: Doug Gohde**

* Indicated that he is still trying to get everyone's exemptions in, he will also be receiving a list of people to remove from the STAR program.
* Supervisor Gustafson and Doug discussed the need for a re-evaluation based on NYS Real Property Tax Law.--Section 305. This law requires the "Assessment Standard (RPTL 305): that all real property in each assessing unit shall be assessed at a uniform percentage of value (market value). Doug briefly discussed the advantages &benefits of keeping assessments up-to-date. Further Doug expressed that an Equalization Rate is a ratio where the sum of the Roll's Assessed Values for all Taxable Property is divided by the Roll's total Full market Value.
* An informational meeting will be scheduled for May or June where Doug will give a presentation regarding this. After this the town will request bids for re-evaluations/re-assessment.

**COUNTY REPRESENTATIVE REPORT**:

* County Representative Beth Rosenthal gave her report. There is not much new to report at this time, the county is currently working on ending connections with MOSA, selling The Manor, and telecommunications. The County has 2 RFP’s out with regards to the garbage situation.
* Beth discussed some funding that is available for micro enterprises, particularly small businesses with less than 5 employees; this is to be used to help with business development. Any interest, contact the Industrial Development Agency through the County -Zondra Hart.
* There is some funding that the County has for community activities that may attract tourists; Beth has sent an application to the person that runs the Roseboom Antique Power Days. Allegra expressed interest for the South Valley Woman’s Club. The deadline for this is March 30th, 2014.
* With regards to telecommunications, Roseboom was excluded from the County grant. Roseboom has approached the company that the County is working with to see what it would take to expand this to Roseboom. Otsego County has provided a written resolution in favor of The Town of Roseboom moving forward with the telecommunications project.

**PLANNING BOARD REPRESENTATIVE REPORT:** Larry Lamb

* Talked about what the planning board is currently doing and indicated that the Planning Board is open to Town Board suggestion for what the Planning Board can do to assist.

**OTHER BUSINESS:**

* **NFIP/SEQRA**: The NFIP model local law has been sent out to NYS DEC and Otsego County Planning. Once it has been reviewed and approved, a public hearing will be set up to discuss and pass the local law.
* **ACTION:** Patti Gustafson- will continue to follow up with Town Attorney Marv Parshall regarding NFIP & SEQRA.
* **CONSTITUTION PIPELINE:** Councilperson Schecter read a letter that she wrote addressed to FERC regarding the proposed high pressure gas pipeline. Attachment #8Discussion was heard regarding whether a letter or resolution should be submitted on behalf of the Town regarding the Town’s position on the Constitutional Pipelines’ endeavors within Otsego County. The letter was presented to the Planning Board 03-10-14 for their input. Planning Board decided they would not recommend the Town pass a resolution opposing the Constitutional Pipeline until there was time to research the pros and cons. The Town Board members discussed Council Person Schectra’s request for a resolution. The Town Board decided a letter; not a resolution would be submitted to FERC. It was indicated that any private citizen of the Town could express their views via letter or web site to FERC in favor of or opposition thereto regarding the Constitutional Pipeline. The Board members felt they needed more time and information before making a decision on behalf of the Town’s people at this time. As such; A **motion** was made by Councilperson Schecter and seconded by Councilperson Hotaling to submit this letter to FERC. All in favor, Motion Carried.
* **GRANT THROUGH SENATOR SEWARDS’ OFFICE re CY 2008 / $25K:**A **motion** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to use the money from the Grant through Senator Seward’s office in the amount up to $25,000 for its original intent (improvements on town building, etc). All in favor- Motion Carried. This motion would require the Town Board to rescind Resolution #2013-10; whereas the Town Board approved to re-allocate the funds $25K to 2013 road projects (John Deere and Stannard Roads). A new Resolution will be developed and presented at the April 10th Town Board Meeting for consideration.
* **ACTION:** Supervisor to obtain original grant application, review application and budget details with Christine, Finance Asst, and re-submit the Grant Application to Senator Seward’s Office.
* **ACTION:** Financial Assistant Lalonde to email Supervisor Gustafson regarding the grant through Senator Seward. Supervisor Gustafson will then contact Pete Lopez for assistance with communications regarding this.

**JUSTICE COURT GRANT**

* Supervisor Gustafson discussed a letter that was received from the Town Justice Mary Ann Travis. The letter was read, the grant that she received was discussed.

**TOWN BOARD MEETING – MEETING LOCATION**

* Supervisor Gustafson discussed letters and phone calls that have been received regarding the town peoples suggestions to keep the meetings at the South Valley Fellowship Hall rather than go back to the Town Barn. Supervisor Gustafson also discussed a meeting held with the Town Attorney who indicated that it is legal to hold the meetings at the Fellowship hall.

**PUBLIC COMMENT re Meeting Location:**

* Discussion took place regarding the meeting place of the Town. Greta Peterson indicated that for health reasons she feels that the Fellowship Hall is the best option. Larry Prill also provided his input, he agrees with continuing the meetings at the Fellowship Hall. Doug Gohde also indicated that he feels the Fellowship Hall is the best option and will increase attendance at the meetings. Larry Lamb also agreed that the Fellowship Hall is the best option. Mike Stannard also agrees with the Fellowship Hall being the meeting location, especially now that the legal issues have been resolved. Christine Lalonde also indicated that she feels the Fellowship hall is the best option but cautioned the town to still remember the individuals who have to work in the town building each day. Others voiced their opinions as well. All were in favor of the Fellowship hall as a meeting location. Pastor Brant reiterated that the Church is happy to offer the location free of charge and looks at this as a way to serve and give back to the community.
* **RESOLUTION #5** A **motion** was made to by Councilperson VanDewerker and seconded by Tim Hotaling to pass *Resolution #5*to amend the Town's Organization Bi-Laws stating that regular town board meetings of The Town of Roseboom will be held at the First Christian Church Fellowship Hall in South Valley for the remainder of the year. All in favor- Motion Passed.
* **ACTION – Town Clerk Seeley** will post notice in local Daily Star newspaper and on the Web Site that Town Boardmeetings of The Town of Roseboom will be held at the First Christian Church Fellowship Hall in South Valley for the remainder of the year

**PUBLIC COMMENT:**

* . Discussion took place regarding the cold storage building on Rt. 165.

**NEXT TOWN BOARD MEETING:** will be held on Thursday, April 10th, 2014 at 6:30pm at the South Valley First Christian Church Fellowship hall located at State Hwy 165, Cherry Valley, NY 13320.

### MEETING ADJOURNMENT:

* A **motion** to adjourn the March 13, 2014 meeting was made by Councilperson VanDewerker and seconded by Councilperson Hotaling. All were in favor. The meeting was adjourned at 9:32PM.

Respectfully Submitted,

Erin Seeley

Town Clerk