TOWN OF ROSEBOOM

 TOWN BOARD MEETING

**October 2nd, 2014**

The Regular Monthly Meeting of the Roseboom Town Board was held on October 2nd, 2014. Supervisor Gustafson called the regular board meeting to order at 6:50 pm.

**PRESENT**: Supervisor Patti Gustafson. Councilperson’s Curtis VanDewerker, Karen Donnelly and Allegra Schecter. Highway Superintendent Michael Mabie.

**ABSENT:** Councilperson Tim Hotaling

**OTHER OFFICIALS PRESENT:** Codes Officer Lloyd Stannard.

**VISITORS LISTING:** Attachment #1

**AGENDA:** Attachment #2

**MINUTES**: A motion was made by Councilperson VanDewerker and seconded by Supervisor Gustafson to approve the minutes from the September 2014 meeting. All were in favor, motion carried.

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

* Supervisor Gustafson discussed the Supervisor’s/Fiscal Officer Report.
* Board members were given copies of the tentative budget, a copy was also given to the town clerk to have on file for residents to view.
* A Budget Committee meeting will be held Friday October 17th 2014 at 9 am at the town barn.
* Committee meetings will be November 7th 2014 at 9 am the town barn.
* Provided several other updates.

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

* Abstract for General Fund number 10: $2,046.05
* Abstract for Highway Fund number 10: $70,403.74
* A **motion** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to accept the General Fund Abstract #10 in the amount of $2,046.05 and Highway Fund Abstract #10 in the amount of $70,403.74. All were in favor. Motion carried.

**ROAD COMMITTEE REPORT: Councilperson Donnelly**

* Councilperson Donnelly- Deferred to Highway Superintendent Report.

**MACHINERY COMMITTEE REPORT: Councilperson Hotaling**

* Councilperson Hotaling- Absent.

**GARAGE COMMITTEE REPORT: Councilperson Schecter**

* Councilperson Schecter- Discussions have taken place regarding 1) putting an addition on the current town barn in the spring to make the meeting room bigger; or 2) a 20x20 addition on the front of the building would make the meeting room more functional. This will be discussed in more detail going forward.

**LAND ACQUISITION COMMITTEE REPORT: Councilperson VanDewerker**

* Councilperson VanDewerker- The lawyer is still reviewing the contract with the neighboring land owner. Supervisor spoke with Mr. Breen regarding another land use option. Mr. Breen to have his attorney draft 2nd Lease Agreement with additional land use option. Supervisor will send Mr. Breen a letter regarding the Town Boards decision to move forward with lease option.
* **SPECIAL PROJECTS COMMITTEE REPORT: Councilperson Donnelly**
* Councilperson Donnelly- No updates at this time regarding Broadband, NFIP, Senator Seward Grant. As it has been several weeks since the Committee drafted the paperwork for Christine, Supervisor asked that Karen and/or Christine Lalonde contact her in order to complete the paperwork for the grant as expeditiously as possible.

**HIGHWAY SUPERINTENDENT’S REPORT: Superintendent Mabie**

* Highway Superintendent Mabie indicated we are on the final stages of completing all paperwork with FEMA to receive money from damages.
* There will be a FEMA – HUD audit conducted; work is being done to prepare for this (Mick, Curtis, Mike S, Patti, Erin)
* NRCS- Hoose Rd is complete, waiting on bills to come in for this project.
* CHIPS- Working on paperwork for this program.
* Snow and Ice paperwork is currently being filled out.
* Local roads inventory is also being completed.
* The highway guys are working to complete the Adair Rd. project.
* Working with Supervisor Gustafson to complete a policies and procedures manual for highway staff.

**TOWN CLERK’S REPORT:** Attachment #6

* Summary of monies received for September 2014

Dog Licenses: For the Town- $20.00 For NYS- $5.00 Total: $25.00

Building Permits For the Town- $740.56 Total: $740.56

Birth Vital: For the Town- $10.00 Total: $10.00

* Supervisor Gustafson received a check from the Town Clerk for $770.56 on 10/2/14
* A check was mailed to NYS Ag & Markets from the Town Clerk for $5.00 on 10/2/14

**TOWN FINANCIAL ASSISTANT REPORT: Christine Lalonde**

* Absent- no report.

**COUNTY REPRESENTATIVE REPORT**: **Beth Rosenthal**

* Absent- no report.

**ASSESSORS REPORT: Doug Ghode**

* Absent- no report

**CODE ENFORCEMENT REPORT: Lloyd Stannard**

* Information was shared regarding building permits, penalty amounts for building without a permit, and several other code enforcement issues.

**PLANNING BOARD REPRESENTATIVE REPORT:** **Londa Webster**

* The planning board is currently down a member. The planning board has reached out to individuals to find a replacement and has asked that the town board appoint Susan Schafer to fill this vacancy as she has expressed interest.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to adopt **RESOLUTION 2014-17** to amend the 2014 organizational bi-laws to reflect The Town Board approving the appointment of Susan Schafer to the planning board, thus filling the planning board vacancy. All were in favor, motion passed.
* The planning board has requested that the town board review planning board meeting minutes each month and add the meeting minutes to the website.
* **ACTION:** Town Clerk will send out planning board minutes to all board members when they are received from the Planning Board Secretary via email each month. The minutes will then be posted to the website. In the future, Supervisor Gustafson will include Planning Board Minutes Review on the Town Board meeting Agenda’s.
* Discussion took place regarding concerns about meeting location during winter months. The South Valley First Christian Church Fellowship Hall has been offered as an alternative meeting side during winter months when the Woman’s Club is not available. The current meeting room at The Town Barn is an option depending on the number of people attending the meetings. Town Board Meetings are not held in this location due to the size of the meeting room and the number of people who typically attend the meetings. The Town Board is moving forward t move the meetings back to the Town Barn building asap in the new year.

**OTHER BUSINESS:**

* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to hold a public hearing on the proposed 2015 Budget on Thursday November 6th at 6:30 PM at the South Valley First Christian Church Fellowship Hall. All were in favor, motion carried.
* A **MOTION** was made by Councilperson Donnelly and seconded by Councilperson VanDewerker to adopt **RESOLUTION 2014-18** to override the 2% Tax Cap for the 2015 budget year. All were in favor, motion carried.
* **ACTION: Supervisor Gustafson** follow up with town attorney regarding proposed local law “no parking on side of roadways”.
* **TOWN HALL EVENT/MEETING – OCTOBER 23rd -**The town will be holding a Town Hall Event on October 23th at 6:30 at the Town Barn. Doug Gohde will discuss reassessments and equalization, the Codes Officer will be available, PowerPoint on Highway and Roads, information panel on Solar Power, Committees will give reports, Town Historian, a member of the Planning Board, County Rep. update, Town clerk will give a tutorial on the website, office hours and upcoming tax season. Town Clerk will license dogs for anyone who brings the appropriate documentation (proof of current rabies, proof of spay or neuter if new license in Roseboom, appropriate fee in the form of cash or check) A notice has been distributed/posted throughout the Town and other sites in Cherry Valley (Library, Post Office, etc).
* **ACTION: Town Clerk Seeley** will update the website.

**PUBLIC COMMENT:**

* A few questions were asked by residents about roads. Highway Superintendent answered all questions.

**NEXT TOWN BOARD MEETING:** will be held on Thursday, November 13th, 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 October 2nd, 2014 meeting was made by Councilperson VanDewerker and seconded by Councilperson Donnelly. All were in favor. The meeting was adjourned at 8:05 PM.

Respectfully Submitted,

Erin Seeley

Erin Seeley

Town Clerk

**Deputy Supervisor Resignation**

Addendum: It is noted that Larry Prill has resigned his position as Deputy Supervisor; effective September 30, 2014. It is with respect that this resignation is accepted by the Town Supervisor. Further, Mr. Prill’s service and dedication to the Town of Roseboom is greatly appreciated. Thank you..Larry!