TOWN OF ROSEBOOM

 TOWN BOARD MEETING

**September 11, 2014**

The Regular Monthly Meeting of the Roseboom Town Board was held on September 11, 2014. Supervisor Gustafson called the regular board meeting to order at 6:35 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:** Financial Assistant Christine LaLonde, Assessor Doug Ghode, and Codes Officer Lloyd Stannard.

**VISITORS LISTING:** Attachment #1

**AGENDA:** Attachment #2

**PRESENTATION:** Attorney Michelle Kennedy SEQR EAF (Environmental Assessment Form). The Board completed the full EAF with the assistance of Michelle. The following Motions were made while completing the full EAF.

* A **MOTION** was made by Councilperson Donnelly and seconded by Councilperson Curtis VanDewerker to Designate the Town of Roseboom as Lead Agency under SEQRA for the proposed action to adopt the Local Law for Flood Damage Prevention as there are no other involved agencies. All were in favor, motion carried.
* A **MOTION** was made by Councilperson Donnelly and seconded by Councilperson VanDewerker to Designate the Proposed Action as a Type 1 action under SEQRA given that the proposed Local Law for Flood Damage Prevention has the force and effect of a land use law. All were in favor, motion carried.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to declare a negative declaration. All were in favor, motion carried.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to hold a public hearing public hearing on local law #2 regarding the NFIP/SEQR prior to the regular town board meeting on October 2nd at 6:30 pm.
* **ACTION:** **Attorney Michelle Kennedy** will notify The Daily Star regarding the posting for the public hearing on local law #2 and on the change in meeting time for the month of October.

**MINUTES**: A motion was made by Councilperson Donnelly and seconded by Councilperson VanDewerker to approve the minutes from the August 2014 meeting with the addition of 2 corrections from Councilperson Donnelly. All were in favor, motion carried.

 **ACTION: Councilperson Donnelly** will email her corrections to town clerk so that minutes can

 be corrected.

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

* Supervisor Gustafson discussed the Supervisor’s/Fiscal Officer Report.
* On September 18th at 6:30 pm the town board will hold a budget committee meeting which will be open to the public, this will be held at the town barn.
* Committee meetings will be September 26th at 9am at the town barn.
* Provided several other updates and opportunities.

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

* Abstract for General Fund number 9: $1,814.08
* Abstract for Highway Fund number 9: $21,548.46
* A **motion** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to accept the General Fund Abstract #9 in the amount of $1,814.08 and Highway Fund Abstract #9 in the amount of $21,548.46 All were in favor. Motion carried.

**ROAD COMMITTEE REPORT: Councilperson Donnelly**

* Councilperson Donnelly- The men have been busy at work, they are all done with CHIPS

 projects and are now working on Honey Hill Rd.

**MACHINERY COMMITTEE REPORT: Councilperson Hotaling**

* Councilperson Hotaling- Absent

**GARAGE COMMITTEE REPORT: Councilperson Schecter**

* Councilperson Schecter- Introduced Bob from CNR Solar in Cooperstown who gave a presentation to the board regarding solar power and its potential benefits to the town. The board was able to answer questions.
* **ACTION: Councilperson Schecter** will obtain more information from Bob along with a proposal to bring back to the board.
* Discussed a grant that was received as well as the plans to move the sand piles once the land lease has been signed.

**LAND ACQUISITION COMMITTEE REPORT: Councilperson VanDewerker**

* Councilperson VanDewerker- waiting on Attorney to review the land lease.

**SPECIAL PROJECTS COMMITTEE REPORT: Councilperson Donnelly**

* Councilperson Donnelly- The Tri Town group regarding broadband has not yet met this fall. Once a meeting is held an update will be provided.
* Discussed a meeting that will be held on September 17th to discuss the possibility of getting broadband access county wide. Karen is unable to attend.
* Senator Seward Grant is moving along.

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

* Highway Superintendent Mabie reviewed the report that the DEC- Division of Water sent regarding the dam at Belvedere Lake.
* The highway men will be starting on NRCS work any time.
* CHIPS work is complete.
* Derek Utter is no longer working for the highway department; a new employee has been hired who has worked for the town in the past and has several years of experience.
* Superintendent Mabie will begin to work with Patti to create and implement a policy and procedure guide for all employees.
* The hydraulic press machine that was discussed last meeting has been purchased.
* The judge has received grant money that can be used to improve the town barn.
* **ACTION: Councilperson Donnelly** will follow up with the judge regarding this.

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

* Summary of monies received for Aug 2014

Dog Licenses: For the Town- $24.00 For NYS- $6.00 Total: $30.00

Building Permits For the Town- $100.00 Total: $100.00

Marriage: For the Town- $20.00 For NYS- $45.00 Total: $65.00

* Supervisor Gustafson received a check from the Town Clerk for $144.00 on 9/11/14
* A check was mailed to NYS Ag & Markets from the Town Clerk for $6.00 on 9/11/14
* A check was mailed to NYS Dept. of Health from the Town Clerk for $45.00 on 9/11/14

**TOWN FINANCIAL ASSISTANT REPORT: Christine Lalonde**

* Financial Assistant Lalonde indicated that she is working on the eligibility paperwork to be approved to receive government grants.

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

* Absent- no report given

**ASSESSORS REPORT: Doug Ghode**

* Doug indicated that an appraisal audit will be taking place; someone from the state will be coming out to audit several parcels.
* STAR is still available, if you have questions call Doug.

**CODE ENFORCEMENT REPORT: Lloyd Stannard**

* Lloyd indicated that he has addressed several issues regarding people completing projects without building permits, some have complied, Lloyd will follow up on several others who have not yet complied
* The town continues to support Lloyd in addressing the various issues that have come up including projects going on without permits.

**PLANNING BOARD REPRESENTATIVE REPORT:**

* The planning board submitted a letter to the town board asking that the board pass a resolution adopting the mission statement of the planning board.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to adopt **RESOLUTION** 2014-15 indicating that the Town of Roseboom adopts the Planning Board Mission Statement. Councilperson Schecter and VanDewerker as well as Supervisor Gustafson were in Favor, Councilperson Donnelly abstained, motion carried.
* Edits to the emergency plan were returned to Deb Anderson.

**OTHER BUSINESS:**

* A **MOTION** was made Councilperson VanDewerker and seconded by Councilperson Donnelly to move the date of the regular town board meeting for the month of October from the 2nd Thursday to the First Thursday October 2nd at 6:30 pm. All were in favor, motion carried.
* **ACTION: Supervisor Gustafson** follow up with town attorney regarding proposed local law “no parking on side of roadways”.
* **ACTION: Town Clerk Seeley-** will post updated building permit application to the town website.
* A **MOTION** was made by Councilperson Donnelly and seconded by Councilperson VanDewerker to adopt **RESOLUTION** 2014-14 indicating that the Town of Roseboom unanimously approves the 2015 Snow & Ice Agreement with The County of Otsego commencing on January 1 - December 31, 2015. All were in favor, motion carried.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to adopt **RESOLUTION** 2014-16 to amend the 2014 Organizational Bi-Laws to reflect the Town Board approving the appointment of Pam Dyn as Deputy Assessor with no commensuratory pay.
* The town will be holding a Town Hall Event on October 16th at 6:30 at the Town Barn. Doug Ghode 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 toutorial on the website, office hours and upcoming tax season.
* **ACTION: Town Clerk Seeley** will post signs to let town people know about the Town Hall Event.

**PUBLIC COMMENT:**

* A question was asked regarding CHIPS work of the Highway Superintendent. All questions were answered.

**NEXT TOWN BOARD MEETING:** will be held on Thursday, October 2nd, 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 September 11th, 2014 meeting was made by Councilperson VanDewerker and seconded by Councilperson Donnelly. All were in favor. The meeting was adjourned at 9:30 PM.

Respectfully Submitted,

Erin Seeley

Erin Seeley

Town Clerk