TOWN OF ROSEBOOM

March 14, 2019

AGENDA

**Town Board Meeting- C**all to order - Invocation & Pledge to the Flag - Roll Call of Officers

**County Representative Report –**by David T. Bliss

**Public Input**

**Presentation-** none

**Supervisors’/Fiscal Officer’s Report/Committee Report(s)** -by Supervisor Gustafson; See attached Supervisors’ Report & Updated Committee Meeting Minutes February 2019.

**Highway Superintendent’s Report** –by Mitchell Vanburen

**Motion(s) Needed:**

* **Minutes**– approval of February 2019 Minutes (Regular Meeting)
* **Minutes** – approval of February 2019 Minutes (Special Meeting 02/1/19)
* **Abstract(s) –** approval of March 2019 General & Highway
* **Supervisor’s & Committee Report:** approval of March 2019 Report
* **Organizational Chart & Bi-Laws**: approval to amend; indicating Assessment Review Board will meet on the 4th Thursday of May 2019. Per request of Assessor Pam Dyn Gohde.
* **Highway Superintendent Resignation** -Resignation of Mitchel Vanburen was accepted at the Special Board Meeting on 02/18/19.
* **Highway HEO & Admin Asst- New Temporary Position** – at the Special Meeting of the Board on 02/18/19; a temporary position March 15 – Oct 15, 2019) was created and Mitchel Vanburen was appointed to fill this position. He will assist the new Hwy Supt.
* **Highway Superintendent Appointment** – approval to appoint Dan Gage to full fill the unexpired term of Highway Superintendent; effective March 15, 2019 through December 31, 2019.
* **Town Council Person/Board Resignation** – Resignation of Dan Gage was approved; effective March 15, 2019. Town Clerk will post a notice indicating a vacancy on the Town Board; any person interested in serving out Mr. Gage’s term; ending Dec. 31, 2019 should contact Town Supervisor Gustafson.

**Town Clerk Report –** Erin Seeley

**Assessor Report** – by Pam Dy n(Assessor)

**Dog Control Officer** - Bob Jorgensen

C**ode Enforcement Officer –**  by Lloyd Stannard

**Planning Board –**Larry Lamb, Chairman  Planning Board-2nd Monday @ 7pm.

**Justice Court –**

* Court Reports & Fees former Justice L Proper): outstanding reports & fees for July – November 2018 are due to the Town.
* Court Report & Fees (Justice D Yerdon): for January & February 2019 received & deposited.
* NYS Unified Court System – request for Town to conduct annual Audit of 2018 Finances & Dockets

**Next Committee Meeting: April 05, 2019 @ 7:30 am** (Friday Before Town Meeting} Public Welcome

**Next Town Board Meeting: April 11, 2019 @6:30 pm (2nd Thursday @ Month)**

**Adjournment Thank you!**

**Highway Superintendent’s Report** –by Mitchell Vanburen

* FEMA-Edwards Road Mitigation-POP (08/30/19) extension requested
* Salt Shed Excavation – deferred until Spring 2019 due to weather
* Salt Shed Plans/Design update
* SIR II Reports 2017/2018 & 2018/2019 NYS Snow & Ice Contract – update
* Equipment Issues:
* Speed Limit Reduction for Gage-School House & Honey Hill Roads; NYS DOT update
* No Parking at intersection of Rte 165 & 166 update
* LP Portable Generator update
* Electric Panel Update
* Snyder Creek – Plan of Action for Scour Critical Bridge; IN#228170 update
* Culvert/Tube replacement/Repairs – Spring 2019 re Roads designated for CHIPS
* CHIPS 2019 Plan
* Scrap Metal update & Scrap Truck Payment update
* South Valley Cemetery- update on tree removal assistance
* Security Camera purchase & installation update
* Salt – salt usage and budget overrun for 2018 and salt from Otsego Co DPW update
* Civil Service Forms – completed, copies filed, originals to Otsego Co Personnel Dept
* Payroll report – reconciliation re OT
* Work Force Daily Log Sheets – complete and file daily…record any & all work done by Hwy Dept.
* (i.e. repairs to each truck/ equipment, plowing, sanding, salting, paperwork, road work, = breakdown of daily work schedule.)