TOWN OF ROSEBOOM

April 11, 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 March 2019.

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

**Motion(s) Needed:**

* **Minutes**– approval of March 2019 Minutes (Regular Meeting)
* **Abstract(s) –** approval of April 2019 General & Highway
* **Supervisor’s & Committee Report:** approval of April 2019 Report
* **Organizational Chart & Bi-Laws**: approval to amend; indicating appointment of George Duncan & Bob Schecter to serve as Planning Board -Alternate Members.
* **Acting Highway Superintendent** -approval to appoint Mitchel Vanburen as Acting Highway Superintendent effective 4/14/19. Supervisor to notify Accountant & adjust payroll as salary FTE.
* **Auction Purchase** – Mason Blocks: approval for acting Hwy Supt tom use Debit card to purchase Blocks at the April 2019 Auction; up to $\_\_\_\_. Acting Hwy Supt presented Usage Report for Blocks.
* **Tree Trim Service/Rental:** approval to use Tree Trim Service/Rental for Gage Road. $\_\_\_\_
* **Salt Shed Design Plan:** approval of Salt Shed Design (2 bays, 32’wide x 24’ deep). Design to be reviewed/approved by Code Officer L. Stannard.
* **Salt Shed Construction Cost:** approval to construct Salt Shed at $21,000. Supervisor to explore funding sources (Budget and/or Revenue Anticipation Note). Structure, $7500-$8000; Excavation & Concrete, $12,500-$13,500.

**Town Clerk Report –** Erin Seeley

**Assessor Report** – by Pam Dyn-Gohde (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 Report & Fees (Justice D Yerdon): March 2019 received & deposited.
* NYS Unified Court System – request for Town to conduct annual Audit of 2018 Finances & Dockets

**Next Committee Meeting: May 03, 2019 @ 7:30 am** (Friday Before Town Meeting} Public Welcome

**Next Town Board Meeting: May 09, 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:
* LP Portable Generator-purchased & received
* Electric Panel Update
* Culvert/Tube replacement/Repairs – Spring 2019 re Roads designated for CHIPS
* CHIPS 2019 Plan
* Scrap Metal update
* Scrap Truck – Insurance coverage to take truck to be scrapped update
* Scrap Truck Payment – received & deposited
* South Valley Cemetery- update on tree removal assistance- completed
* Security Camera purchase & installation update
* Salt – salt usage and salt from Otsego Co DPW - completed
* Payroll report – reconciliation re OT pending
* 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.)
* Mail Drop Boxes Installation update
* Auction – purchase of Blocks; Usage Report for Blocks