TOWN OF ROSEBOOM

October 10, 2019

AGENDA

Public Hearing: Comprehensive Plan

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

**County Representative Report –**by David T. Bliss (moment of Silence; loss of family member)

**Public Input**

**Presentation**

**Supervisors’/Fiscal Officer’s Report/Committee Report(s)** -by Supervisor Gustafson

 See attached Supervisors’ Report & Committee Meeting Minutes October 2019.

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

**Motion(s) Needed:**

* **Minutes**– approval of September 2019 Minutes (Regular Meeting)
* **Abstract(s) –** approval of October 2019 General & Highway
* **Supervisor’s & Committee Report:** approval of October 2019 Report
* **Planning Board Appointment:** approval to appoint Allegra Schecter as Planning Board Liaison to serve a term on the Town Planning Board, effective 10/10/19.
* **Organizational Chart – amendment:** approval to amend the 2019 Organizational Chart to reflect the appointment of Allegra Schecter as Planning Board Liaison; effective 10/10/19.
* **Hwy Department HEO:**  approve the hiring of new HEO; effective immediately/asap.
* **Town Board Meeting – for November 7th:** approval to hold the next Town Board meeting on November 7th; not the 14th due to the public hearing requirements for the Budget process.
* **Tentative Budget 2020:** approval of Tentative Budget. Once Tentative Budget is approved is becomes the Preliminary budget. Note: Currently, the Tentative Budget is overthe NYS Tax Cap which requires a Public Hearing. If the Preliminary Budget comes in under the NYS Tax Cap; no public hearing is required re tax cap over-ride.
* **Preliminary Budget 2020:** approval that the Preliminary Budget will be completed and filed with the Town Clerk by October 28th, 2019. The 2020 Budget will be on file at the Town Clerk’s Office and will be available for inspection. Town Clerk will post notice by October 28th.
* **Public Hearing –** **Nov 7th @ 6:30 pm:** approval to hold pubic hearing on Nov 7th, 2019 re the adoption of the 2020 Budget; notice to posted by Town Clerk Seeley.
* **Marriage License –** **for Active Duty Persons:** approval to authorize register to waive the Town portion of the mandated fee; thus charging “0” for Active Duty marriage licenses. This is based upon Governor Cuomo’s bill that was passed and is in effect.
* **Otsego County MOU:** approval authorizing the Supervisor to sign the Memorandum of Understanding with Otsego County Treasurer’s Office regarding the new MUNIS Tax Billing & Collection software. Transition is scheduled for completion mid 2020 with the goal of going live with the 2021 town & county tax season. This is part of the Shared Services Agreement between the Town & County.
* **NYCLASS:** approval of Resolution#7 re NYCLASS Municipal Cooperative Agreement. New York Cooperative Liquid Assets Securities System; is a short-term, highly liquid investment fund designed specifically for the public sector. NYCLASS provides the opportunity to invest funds on a cooperative basis in short-term investments that are carefully chosen to yield favorable returns while providing maximum safety and liquidity.
* **Fund Transfer(s):** approval authorizing the Town Supervisor/Budget Officer to transfer funds from NBT Bank Savings & Reserve Accounts to NBT Checking and then to appropriate NYCLASS savings & reserve accounts. Further, to leave open NBT General Checking, Highway checking, and Trust & Agency accounts. Further, to open NYCLASS General Savings, Highway Savings, Highway Road Reserve, and Highway Equipment reserve accounts.
* **Seasonal Road Posting:** approval to have Town Clerk post notice(s) regarding the Seasonal Road posting for Dec 01 – May 01 (Winter Season).
* **Mail Box Regulations (re Snow Plowing):** approval to have Town Clerk post notice(s) regarding the mail box regulations for the snow plowing season.
* **Seasonal Road Posting (upper section of Morton Road):** approval to designate & post the upper section of Morton Road as a Seasonal Road for Dec 01 – May 01; as there is only one residence effected in this section (Morton Farm), who indicates they would not be in the area for the winter season. Approval is contingent that the Hwy Supt contacts the owner of the Morton Farm to obtain written authorization to post the small upper section of Morton Road as a Seasonal Road Dec 01 – May 01; and Hwy Supt to notify all applicable persons affected (school, emergency medical, fire, residents, etc.). Town Clerk to add “upper section Morton Road” to the current list of Seasonal Road & post notice.
* **Fund Transfer ($10K):** approval to transfer $10K from General Fund Checking (A.1620.4-Municipal Building Reserve) to Municipal Building Reserve Savings account.
* **Fund Transfer ($5K):** approval to transfer $5K from Highway Fund Checking (DA.51104.2- Road Maintenance Reserve) to Road Maintenance Reserve Savings account.
* **Fun Transfer ($5K):** approval to transfer $5K from Highway Fund Checking (DA.5130.2 – Machinery/Equipment Reserve) to Machinery/Equipment Reserve Savings account.

**Town Clerk Report –** Erin Seeley

**Assessor Report** – by Matt Lippitt, Sole Assessor

**Dog Control Officer** - Bob Jorgensen

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

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

**Justice Court –** by Justice Donna Yerdon

**Next Committee Meeting: Nov. 1st, 2019 @ 7:30 am** (Friday Before Town Meeting} Public Welcome

**Next Town Board Meeting: Nov 7th, 2019 @6:30 pm (1st Thursday this Month – due to public hearing re the 2020 budget)**

**Adjournment Thank you!**