TOWN OF ROSEBOOM

 TOWN BOARD MEETING

**March 14, 2019**

The Regular Monthly Meeting of the Roseboom Town Board was held on March 14, 2019. Deputy Supervisor VanDewerker called the regular board meeting to order at 6:40 pm.

**PRESENT**: Councilpersons- Curtis VanDewerker (acting as deputy supervisor), Allegra Schecter, Charles Diamond, Daniel Gage and Highway Superintendent- Mitchell Vanburen.

**ABSENT/EXCUSED**: none

**OTHER OFFICIALS PRESENT:** Assessor- Pam Dyn Ghode, Justice Donna Yerdon

**VISITORS LISTING:** Attachment #1

**AGENDA:** Attachment #2

**PRESENTATION:** None

**MINUTES:**  A **MOTION** was made by Councilperson Diamond and seconded by Councilperson Schecter to approve the minutes from the February 14, 2019 regular meeting and February 18, 2019 special meeting. All were in favor, **MOTION** carried.

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

* Deputy Supervisor VanDewerker reviewed the committee notes and gave the supervisors report. A **MOTION** was made by Councilperson ­Gage and seconded by Councilperson Schecter to approve the committee notes. All were in favor, **MOTION** carried.
* A **MOTION** was made to by Councilperson Schecter and seconded by Councilperson Diamond to amend the Organizational Chart and Bi Laws to indicate that the Assessmetn Review Board will meet on the 4th Thursday of May 2019. All were in favor, **MOTION** carried.
* The board approved the resignation of Highway Superintendent, Mitchell Vanburen, effective March 15, 2019 at a special board meeting held on 2/18/19.
* The board created a temporary HEO/Administrative Assistant position (to assist the incoming Highway Superintendent during this transitional period) and appointed Mitchell Vanburen to this temporary position at the special board meeting held on 2/18/19. The temporary position will be effective March 15, 2019 through October 15, 2019.
* No applications were received for the open, advertised, position. A **MOTION** was made to by Councilperson Schecter and seconded by Councilperson Gage to appoint Mitchell Vanburen as the Acting Highway Superintendent effective 3/15/19 until a long term plan is made by the board. Mitchell may be interested in running for the position going forward, but is unsure at this time. He will update the board as he firms up his plans. The Organizational Chart and Bi Laws will be updated to reflect this change. All were in favor, **MOTION** carried.

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

* Abstract for General Fund number 03: $6,742.74
* Abstract for Highway Fund number 03: $39,734.76

A **MOTION** was made by Councilperson Schecter and seconded by Councilperson Diamond to accept the General Fund Abstract #03 for $6,742.74 and Highway Fund Abstract #03 for $39,734.76. All were in favor. **MOTION** carried.

**ROAD COMMITTEE REPORT: Councilperson VanDewerker**

* Deferred to Highway Report

**MACHINERY COMMITTEE REPORT: Councilperson Diamond**

* Deferred to Highway Report

**GARAGE COMMITTEE REPORT: Councilperson Schecter**

* Deferred to Highway Report

**ENVIRONMENTAL IMPACT COMMITTEE REPORT: Councilperson Schecter**

* Councilperson Schecter provided an update regarding our participation in the Mohawk Valley Land Bank. A list of properties has been drafted and will be shared with the Land Bank.

**LAND ACQUISITION COMMITTEE REPORT: Councilperson VanDewerker**

* Nothing to report at this time

**HIGHWAY SUPERINTENDENT’S REPORT: Superintendent Mitchell Vanburen**

* Equipment issues: Truck 65 is in need of several repairs, Mitchell is in the process of getting prices to fix so that a decision can be made regarding how to proceed. The tractor is also in need of repairs, it currently is not operating properly and will be needed to sweep this spring. The tractor will be sent for repair at Eckland in Stamford.
* Salt Shed: Options are being discussed and considered: One option: to increase the size to 30x30, the estimate for the pad is $13,000 which includes site work. 3 sides will be made out of wood and attached to the concrete. The total project should cost around $25,000. The original plan was for a 20x30 salt shed totaling 19,000 as an estimate. The board will continue to discuss options and arrive at a decision.

**TOWN CLERK’S REPORT: Town Clerk Seeley**

* Dogs- 7 neutered dog totaling $28.00 for the Town and $7.00 for the State.
* Building Permits- 1 totaling $360.00 for the Town.
* Total for the month of February 2019 was $395.00, deposited on March 13, 2019 in NBT Bank. NYS Dept of Ag and Mkts received a check for $7.00 (check #3086) and Supervisor Gustafson received a check in the amount of $388.00 (check #3087) on March 14, 2019.
* **Tax Collector-**The Town Tax Collector has paid the town supervisor in full for 2019.

**ASSESSORS REPORT: Pam Dyn Gohde**

* Pam expressed concern regarding the internet at the town barn, she is not able to access the county system she needs.

**JUSTICE REPORT:**

* Court Reports & Fees from former Justice Proper: outstanding report and fees for July and November 2018 were given to the town by Justice Donna Yerdon.
* Court Report and Fees (from Justice Yerdon) for January and February 2019 were received and deposited.
* NYS Unified Court System has requested the town conduct an annual audit of 2018 Finances & Dockets.
* Justice Yerdon expressed concerns regarding the internet at the town barn not being reliable. The board will explore other providers based on the recommendation of Justice Yerdon and the IT consultant, switching to Hughes Net Business Class.

**COUNTY REPRESENTATIVE REPORT**: **David Bliss**

* Not Present

**CODE ENFORCEMENT REPORT: Lloyd Stannard**

* Not present

**PLANNING BOARD: Larry Lamb, Chairperson**

* Meetings will resume in April on the 2nd Monday at 7pm, meetings are held at the town barn.

**OTHER BUSINESS:**

* None

**PUBLIC COMMENT**

* None

**NEXT TOWN BOARD MEETING:** will be held on Thursday, April 11, 2019 at 6:30 pm at the South Valley Christian Church Fellowship hall located on St. Rt. 165 located in South Valley, NY.

**NEXT TOWN BOARD COMMITTEE MEETING**: will be held Friday, April 5, 2019 at 7:30 am at Roseboom Town Barn. Meeting is open to the public and all are welcome!

**MEETING ADJOURNMENT**:

* A **MOTION** to adjourn the March 14, 2019 meeting was made by Councilperson Gage and seconded by Councilperson Diamond. All were in favor. The meeting was adjourned at 8:10 pm.

Respectfully Submitted,

Erin Seeley

Town Clerk/Collector