TOWN OF ROSEBOOM

 TOWN BOARD MEETING

**September 12, 2019**

The Regular Monthly Meeting of the Roseboom Town Board was held on September 12, 2019. Supervisor Gustafson called the regular board meeting to order at 6:40 pm.

**PRESENT**: Councilpersons- Curtis VanDewerker, Allegra Schecter, Daniel Gage. Supervisor Patti Gustafson and Highway Superintendent- Mitchell Vanburen.

**ABSENT/EXCUSED**: excused- Charles Diamond

**OTHER OFFICIALS PRESENT:** County Rep. David Bliss, Assessor Pam Dyn Ghode.

**VISITORS LISTING:** SeeAttachment #1

**AGENDA:** See Attachment #2

**PRESENTATION:** None

**MINUTES:**  A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to approve the minutes from the August 2019 regular meeting. All were in favor, **MOTION** carried.

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

**2020 BUDGET:** Supervisor reported the 2020 Budget is in draft form. The Tentative Budget will be ready by 9/20/19; with copy to Town Board members on or before 9/30/19.

* Supervisor Gustafson reviewed the committee notes and gave the supervisors report. A **MOTION** was made by Councilperson Schecter and seconded by Councilperson VanDewerker to approve the committee notes/supervisor report. All were in favor, **MOTION** carried.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson Gage to approve **RESOLUTION #5-2019** approving the revised Comprehensive Plan. All were in favor, **MOTION** carried. **RESOLUTION** passed.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Gage to approve **RESOLUTION #6-2019** approving PE6 Action: Comprehensive Plan with Sustainability Elements; Legacy Action 6.1- Develop and adopt a comprehensive plan with sustainability elements. All were in favor, **MOTION** carried. **RESOLUTION** passed.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Gage to approve moving forward with the 2019/2020 NYS DOT Snow and Ice Contract as an Indexed Lump Sum vs. the previous Fixed Lump Sum. All were in favor, **MOTION** carried. The final contract will be approved October 2019.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to accept the resignations of Sue Shafer and Gary Shafer from the Town Planning Board effective 9/9/19. All were in favor, **MOTION** carried.
* A **MOTION** was made by Councilperson Gage and seconded by Councilperson VanDewerker to approve the appointment of Pat Duncan, George Duncan, and Bob Schecter to serve a term on the Town Planning Board, effective 9/12/19. All were in favor, **MOTION** carried.
* A **MOTION** was made by Councilperson Gage and seconded by Councilperson VanDewerker to amend the Organizational Chart to reflect the resignations of Keith Wilcox, Sue Shafer and Gary Shafer from the Planning Board, effective 9/9/19; and to appoint Pat Duncan, George Duncan and Bob Schecter to serve on the Town Planning Board, effective 9/12/19. All were in favor, **MOTION** carried.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Gage to approve funds up to $30,000; utilizing budgetary funds DA.5130.2 & DA.5130.2.1 and Highway Equipment Reserves Funds, to purchase an International dump truck with plow from auction, details of the truck were shared with the board. All were in favor, **MOTION** carried.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Gage to approve the resignation of Highway employee Steve Moore effective 9/26/19. All were in favor, **MOTION** carried. Town Clerk will post a notice to advertise the vacancy.

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

* Abstract for General Fund number 09: $5,980.04
* Abstract for Highway Fund number 09: $17,274.13

A **MOTION** was made by Councilperson Gage and seconded by Councilperson VanDewerker to accept the General Fund Abstract #09 for $5,980.04 and Highway Fund Abstract #09 for $17,274.13. 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- nothing to report at this time.

**LAND ACQUISITION COMMITTEE REPORT: Councilperson VanDewerker**

* Nothing to report at this time

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

* HWY DEPT work schedule was reviewed with board and updated.
* Salt Shed deferred to spring, notice for bids will be put out in November or December of this year.

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

* Dogs- 8 neutered dogs for August 2019 totaling $32.00 for the Town and $8.00 for the State.
* DOGS: All notices were sent to residents with expired dog licenses. Report given to Councilperson VanDewerker on 9/12/19
* Death Cert. Seals- 5 total for August 2019 totaling $50.00 for the Town.
* Building Permits- 3 total for August 2019 totaling $160.00 for the Town.
* Total for the month of August 2019 was $250.00, deposited on September 10, 2019 in NBT Bank. NYS Dept of Ag and Mkts received a check for $8.00 (check #3100 and Supervisor Gustafson received a check in the amount of $242.00 (check #3101) on September 12, 2019.
* Other: town website has been updated.
* Other: supply ordering. Town Clerk Seeley requested that if supplies are delivered to the town barn, officials who take items allocated to them, email Town Clerk Seeley to notify her that the supply was received. Default process will be for supplies to be delivered to Town Clerk Seeley, who will then hand out supplies, this will help with accountability for delivery of items by Office Depot.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson Gage to approve the town clerk report. All were in favor, **MOTION** carried.

**ASSESSORS REPORT: Pam Dyn Gohde**

* The Notice of vacancy was posted. Interviews were held for the Sole Assessor’s position on 9/12/19 prior to the board meeting.

**JUSTICE REPORT:**

* Court Report and Fees from Justice Yerdon for August 2019 were received and deposited.

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

* Dave reported that he has no new news regarding the cell phone tower in the town of Roseboom.
* Dave reported that Congressman Delgado will be visiting with the County Board to discuss issues, which will include the cell tower.
* The County is working on their budget currently.
* The cost of recycling is increasing, the county use to make a small amount per ton, this is no longer the case and it is now costing money per ton. This will need to be addressed in the budget.

**CODE ENFORCEMENT REPORT: Lloyd Stannard**

* Not present

**PLANNING BOARD: Larry Lamb, Chairperson**

* Meetings are held on the 2nd Monday of each month at 7 pm. Meetings are held at the town barn and are open to the public.

**OTHER BUSINESS:**

* Dog control officer will be visiting residents who did not respond to notices to license dogs. Tickets will be issues.

**PUBLIC COMMENT:**

* Michael Mabie came to ask about the Breen property and the Towns obligation to bring the field up to standards- making it acceptable for crop.
* Michael Mabie also asked about fixing pot holes on Moyer road along with an area adjacent to NYS Rte 165 where the snowplow dug up the roadway. Highway Superintendent Vanburen said he would address this, hopefully next week.

**EXECUTIVE SESSION**:

* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to enter executive session to discuss personnel items. All were in favor, **MOTION** carried. Executive session entered at 8:51 pm.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Schecter to exit executive session. All were in favor, **MOTION** carried. Executive session exited at 9:46 pm.

**EXECUTIVE ACTion:**

* Regular meeting reconvened at 9:48 pm.
* A **MOTION** was made by Councilperson VanDewerker and seconded by Councilperson Gage to appoint Matthew Lippett as the Town of Roseboom’s Sole Assessor, effective 10/01/19-9/30/25. All were in favor, **MOTION** carried.
* A **MOTION** was made by Councilperson Schecter and seconded by Councilperson Gage to approve $1500.00 for expenditures relating to the upgrade of the Breen property (pasture land), approximately 10-12 acres- as previously negotiated with Mr. Breen. The expenses will cover a portion of the cost for seed and fertilizer. All were in favor, **MOTION** carried. Receipts will need to be provided, then re-imbursement will be issued.

**NEXT TOWN BOARD MEETING:** will be held on Thursday, October 10, 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, October 4th, 2019 at 7:30 am at the Town Barn, located at 126 Co. Hwy 50. Meeting is open to the public and all are welcome!

**MEETING ADJOURNMENT**:

* A **MOTION** to adjourn the September 12, 2019 meeting was made by Councilperson Gage and seconded by Councilperson Schecter. All were in favor. The meeting was adjourned at 9:55 pm.

Respectfully Submitted,

Erin Seeley

Town Clerk/Collector