

TOWN OF WILTON

22 TRAVER ROAD

WILTON, NEW YORK

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Susan Baldwin, Town Clerk

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OPEN BIDS: Highway Department 2014 5500 Reg. Cab and Chassis.

At 7:00 p.m. Supervisor Johnson called the bid opening to order. The Town Clerk opened and read the bid aloud.

Five bids were received as follows:

Fenton Ford-No Bid.

L.T. Begnal Motor Co., Inc.-\$46,220.00, in stock.

L.T. Begnal Motor Co., Inc.-\$48,521.00, seven day delivery.

L.T. Begnal Motor Co., Inc.-\$47,938.00, 4-6 weeks delivery.

Adirondack Auto Service, Inc. -\$43,871.00

Supervisor Johnson stated the award of the bid should be subject to approval from Highway Superintendent Kirklin Woodcock.

REGULAR TOWN BOARD MEETING-FEBRUARY 6, 2014

Supervisor Johnson called the Regular Town Board meeting to order at 7:05 p.m.

Pledge of Allegiance

Supervisor Johnson led the board and the audience in reciting the Pledge of Allegiance to the Flag.

Roll Call

Roll Call by the Town Clerk showed all board members present.

Arthur Johnson-Supervisor

Steve Streicher-Deputy Supervisor

Joanne Klepetar-Councilwoman

John Lant-Councilman

John McEachron-Councilman

Also present were Town Comptroller Jeffrey Reale and Director of Planning and Engineering, Ryan Riper.

Approve Pending Minutes

On a motion introduced by Deputy Supervisor Streicher, the board adopted the following resolution:

RESOLUTION # 66

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes from the January 2, 2014 meeting, as typed.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor.

Public Comment Session

Supervisor Johnson asked if anyone signed up for public comment.

Michael Coleman of 120 Ballard Road said he is a member of the Ethics Advisory Board and would like to welcome Councilwoman Klepetar and Councilman McEachron to the board.

Robert Freeman is the Executive Director of the Committee on Open Government for New York State. Mr. Coleman said he has had multiple conversations with Mr. Freeman over the years and asked him if he would make himself available to come to the Town of Wilton and give a seminar. Mr. Freeman said he would be more than happy to if the request came from the town board. Mr. Freeman is available Monday through Thursday. His seminars are very informational. The meeting will be an open public meeting and there may be enough room at Gavin Park.

Highway Superintendent Kirklin Woodcock stated there is a salt restriction. It is very difficult to get right now and we don't know if we will be able to get more.

The second issue is garbage cans. The garbage cans cannot be in the road. The plows are going around them as best they can but they have to be in the driveways and not in the road. The arms on a garbage truck can reach eight feet. They can reach a garbage can placed six feet down a driveway.

Supervisor Johnson thanked Highway Superintendent Woodcock for the great job his crew has done this winter and the Highway Department has the Town Board's support for obtaining salt.

Nancy Gatland said she would like to wish a belated welcome to Councilwoman Klepetar and Councilman McEachron.

She said she has been on the new website and it is terrific and hopes it stays that way.

The new budget is going to start being worked on. On January 1, 2014, Supervisor Johnson made some very good remarks about our wealthy community. However, not everyone in our community is wealthy because if they were, they wouldn't be using the food pantry and there would be no need for our food pantry. She said she felt the town should really "up" the money for the food pantry. Supervisor Johnson also said the town has a six million dollar surplus. If we were to put one million dollars into a CD at 1%, we would have ten thousand dollars and we could certainly give five thousand dollars of that to the food pantry, ten thousand would be lovely. She said she would like the town to consider

increasing the amount of money to the food pantry this year. Mr. Reale noted the town does not get 1% on a CD, it is approximately .3%.

Supervisor Johnson said he would like to skip agenda item #5 and go to items #6 and #7.

Town Counsel

Supervisor Johnson noted that Resolution #47 was tabled at the last meeting at the request of Councilman McEachron.

On a motion introduced by Councilman McEachron, the board adopted the following resolution:

RESOLUTION # 47

TOWN COUNSEL-RESOLVED, to authorize engagement of Town Legal Counsel and;

BE IT FURTHER RESOLVED, to appoint Mark Schachner (Miller, Mannix, Schachner and Hafner, Attorneys At Law) as Town Legal Counsel at \$ 31,926 per annum and at \$ 170 per hour for services involving formal litigation and bond counsel (under separate contract).

The adoption of the resolution was seconded by Councilwoman Lant, duly put to a vote, all in favor. The motion passed 5-0.

Deputy Supervisor asked if any other candidates were interviewed. Councilman McEachron said he did not interview anyone.

Amendment to Resolution #36

On a motion introduced by Councilman McEachron, the board adopted the following amendment to the resolution:

**RESOLUTION #36
AMENDMENT**

CONTRACTS-RESOLVED, that the Town Board authorizes the Supervisor to enter into the following contract:

Contract	Description	Location of Contract	Terms
Schachner, Mark and Miller, Mannix, Schachner and Hafner, Attorneys At Law	Town Counsel	Town Clerk	2/6/2014 – 12/31/2014

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion passed 5-0.

GASB #45

Comptroller, Jeff Reale said on January 10, 2014 he received five bids for the RFP that went out for GASB #45 services. The bids were evaluated based on the criteria in the RFP and recommended the board contract with Jefferson Solutions in the amount of \$3,500.00. The Town's financial records are no longer GAPP compliant because we have not yet implemented GASB #45. GASB #45 is putting on the future health insurance costs to the town. When someone retires, there is an expense to the town. This company will do an analysis of all of our employees, current and retired. There is no way to fund this yet. The stated has not been able to fund this but we can put it in our books and a footnote on our financial statement. Our records will be GAPP compliant. GASB stands for Governmental Accounting Standards Board. Supervisor Johnson said it has been something the town has been holding off on. It doesn't have to be funded but the town does have to account for it. Deputy Supervisor Streicher said the town contributes to health care costs every year. Mr. Reale said the town budgets for our current costs. There are future costs. If an employee retires and lives another 20 years and the town has to pay for their health care costs; that liability will now be on the books. There is no mechanism in place to fund this therefore a reserve fund cannot be set up. It will be a footnote on the town's financial statements and when the state decides it will allow local governments to fund the GASB #45 liability, the town can decide if it wants to take the liability. It will probably be close to \$1,000,000.00 and can be taken out of the surplus fund. Deputy Supervisor Streicher asked if a town would have to raise taxes if they didn't have a surplus fund. Mr. Reale said they probably would because it is a liability.

Mark Schachner, Town Counsel, joined the board.

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION # 67

NOW, THEREFORE, BE IT RESOLVED, to accept the bid of \$3,500 from Jefferson Services for the GASB #45 services.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor. The motion carried 5-0.

Road Acceptance

On a motion introduced by Councilman Lant, the board adopted the following resolution contingent upon Town Counsel review:

RESOLUTION #68

NOW, THEREFORE, BE IT RESOLVED, to accept the following road in the Rolling Greens Executive Estates Subdivision as a town road:

Rolling Green Drive

FURTHER IT BE RESOLVED, the Supervisor for the Town of Wilton is authorized to execute any documents in connection with the acceptance of the road.

The adoption of the resolution was seconded by Deputy Supervisor Streicher, duly put to a vote, all in favor. The motion carried 5-0.

HW2014-1 Bid Award

On a motion introduced by Deputy Supervisor Streicher, the board adopted the following resolution:

RESOLUTION #69

NOW, THEREFORE, BE IT RESOLVED, to accept the low bid of \$43,871.00 from Adirondack Auto for the 2014 5500 Reg. Cab and Chassis.

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion carried 5-0.

Committee Reports

Councilman Lant said the town's radio system was looked into and there was a minor problem with the wiring and the cost was about \$175.00. The town saved \$60,000.00. Highway Superintendent Woodcock said the radios are in good working condition. The repeater was installed at 25 watts and it is a 50 watts. The company tuned the repeater and there were no problems during the last storm. The town doesn't have to be on the county system as of now. **Supervisor Johnson** thanked the subcommittee of Councilman Lant, Ryan Riper and Kirklin Woodcock. **Councilman Lant** said the he believes the town should be part of the county system. With all of the weather changes, if something happens to the tower, the system is down. The county has ten or eleven towers throughout the county. Our highway department is part to the town's emergency plan. We should have a backup system. There is no cost to be on the county system except for the equipment. If four portable radios were purchased they would cost approximately \$8,500.00 to \$10,000.00.

Appointments

Supervisor Johnson said there were two interviews prior to the meeting to fill board vacancies.

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION # 70

NOW, THEREFORE, BE IT RESOLVED, to appoint Brett Hebner as second alternate to the Wilton Planning Board with a term to expire on 12/31/14.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor except Deputy Supervisor Streicher, who was opposed. The motion carried 4-1.

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #71

NOW, THEREFORE, BE IT RESOLVED, to appoint Gerard Zabala as second alternate to the Wilton Zoning Board of Appeals with a term to expire on 12/31/14.

The adoption of the resolution was seconded by Councilwoman Klepetar, duly put to a vote, all in favor. The motion carried 5-0.

Councilman Lant noted that the town should look into the suggestion from Mr. Coleman regarding Robert Freeman and the Committee on Open Government.

Councilwoman Klepetar said there are two openings on the Ethics Advisory Board. **Supervisor Johnson** said if anyone is interested in serving they can contact the Town Clerk. Town Counsel, Mark Schachner has agreed to schedule some training classes for the Ethics Advisory Board. There will also be sessions for our boards and employees.

Deputy Supervisor Streicher said he thanked many people for their help with the tree lighting ceremony last month but left out one very important person, Carol Parkhurst. She couldn't make it to the ceremony but wished her a speedy recovery and look forward to seeing her next year.

1.) Comptroller's Report
(Including Bills & Transfers)

December 2013 Cash Disbursements

General Fund	\$576,632
<u>Highway Fund</u>	<u>\$383,900</u>
Total	\$960,532

2.) 2013 Budget Transfers and Amendments
(See attached) Budget Transfers

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #72

NOW, THEREFORE, BE IT RESOLVED, to approve the 2013 budget transfers and amendments requested for and listed in the Comptroller's 2/6/14 report (attached) to the Town Board.

The adoption of the resolution was seconded by Deputy Supervisor Streicher, duly put to a vote, all in favor. The motion passed 5-0.

3.) 2014 Budget Transfers and Amendments
(See attached) Budget Transfers

On a motion introduced by Councilman McEachron, the board adopted the following resolution:

RESOLUTION #73

NOW, THEREFORE, BE IT RESOLVED, to approve the 2014 budget transfers and amendments requested for and listed in the Comptroller's 2/6/14 report (attached) to the Town Board.

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion passed 5-0.

4.) Personnel

Mr. Reale noted the town board members received some personnel policy changes for their review and will be discussed at the next meeting.

5.) Contract for Professional Services

a. Field Expansion Concepts at Gavin Park

On a motion introduced by Councilman Lant, the board adopted the following resolution contingent upon Town Counsel review and approval:

RESOLUTION #74

NOW, THEREFORE, BE IT RESOLVED, to accept the proposal for professional services, submitted by the LA Group, for preparation of athletic field expansions at Gavin Park and

FURTHER IT BE RESOLVED, the said project will not exceed \$4,000.00 and

FURTHER IT BE RESOLVED, to fund the project via the Capital Project account #444 2013-14 Gavin Park Improvement and

FURTHER IT BE RESOLVED, the Supervisor for the Town of Wilton is authorized to execute any documents in connection with the acceptance of the proposal.

The adoption of the resolution was seconded by Deputy Supervisor Streicher, duly put to a vote, all in favor. The motion carried 5-0.

b.) Gavin Park-Park Electrical and Air Conditioning

On a motion introduced by Councilman Lant, the board adopted the following resolution contingent upon Town Counsel review and approval:

RESOLUTION #75

NOW, THEREFORE, BE IT RESOLVED, to accept the proposal for professional services, submitted by the Phillips Associates, for design services through construction at Gavin Park and

FURTHER IT BE RESOLVED, the said project will not exceed \$16,200.00 and

FURTHER IT BE RESOLVED, to fund the project via the Capital Project account #444 2013-14 Gavin Park Improvement and

FURTHER IT BE RESOLVED, the Supervisor for the Town of Wilton is authorized to execute any documents in connection with the acceptance of the proposal.

The adoption of the resolution was seconded by Councilman McEachron, duly put to a vote, all in favor. The motion carried 5-0.

6.) Americans with Disabilities Act (ADA)

On a motion introduced by Deputy Supervisor Streicher, the board adopted the following resolution:

RESOLUTION #76

NOW, THEREFORE, BE IT RESOLVED, to approve the Americans with Disabilities Act policy and grievance procedures (attached).

The adoption of the resolution was seconded by Councilman Lant, duly put to a vote, all in favor. The motion carried 5-0.

7.) Business Automation Systems (BAS)

a. FOIL Tracking Software for Town Clerk

Councilwoman Klepetar asked for additional information regarding the program and asked for the request to be tabled until next month. Deputy Supervisor Streicher agreed.

b. IPS mobile application for Code Enforcement Department

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #77

NOW, THEREFORE, BE IT RESOLVED, to approve the purchase of IPS mobile software application for \$2,520.00 with an annual software maintenance fee of \$600 per year and

FURTHER IT BE RESOLVED, to transfer \$2,520.00 from A1990.4 Contingency to A8660.4 Code Enforcement.

The adoption of the resolution was seconded by Councilwoman Klepetar, duly put to a vote, all in favor. The motion passed 5-0.

8.) Approval to dispose of town assets at auction

RESOLUTION #78

On a motion introduced by Councilman Lant, the board adopted the following resolution:

NOW, THEREFORE, BE IT RESOLVED, to approve the disposal of town assets at auction;

- a. #1136-1990 International Truck with plow
- b. #1236-2004 Dodge Ram pickup

The adoption of the resolution was seconded by Deputy Supervisor Streicher,

duly put to a vote, all in favor. The motion passed 5-0.

9.) Merit Pay

On a motion introduced by Councilman Lant, the board adopted the following resolution:

RESOLUTION #79

NOW, THEREFORE, BE IT RESOLVED, to ratify the decision to approve merit pay for Ryan Riper.

The adoption of the resolution was seconded by Deputy Supervisor Streicher, duly put to a vote, all in favor. The motion passed 5-0.

Executive Session

Supervisor Johnson said there will be an Executive Session for a personnel issue.

Councilman Lant made a motion to adjourn at for Executive Session at 7:50 p.m. The motion was seconded by Councilwoman Klepetar with all board members is favor.

Councilman Lant made a motion to reconvene at 9:05p.m. The motion was seconded by Councilwoman Klepetar with all board members were in favor.

No action was taken in executive session.

Minutes

Discussion was held regarding the minutes of January 2, 2014.

On a motion introduced by Deputy Supervisor Streicher, the board adopted the following resolution:

RESOLUTION # 80

NOW, THEREFORE, BE IT RESOLVED, to amend the minutes from the January 2, 2014 meeting to include the approval of Resolution #36 with the exclusion of contract for Town Attorney

The adoption of the resolution was seconded by Councilwoman Klepetar, duly put to a vote, all in favor.

Adjournment

On a motion introduced by Councilman Lant and seconded by Deputy Supervisor Streicher, the meeting was adjourned at 9:05 p.m.

Respectfully Submitted,

Susan Baldwin, Town Clerk

Supervisor, Arthur Johnson

Councilman, John Lant

Councilman, John McEachron

Deputy Supervisor Steve Streicher

Councilwoman Joanne Klepetar