

APPROVED MINUTES

June 12, 2017

A Public Hearing and regular meeting of the Town Board were held June 12, 2017 at 7:00 pm at the Town Hall. Present were: Councilman/Deputy Supervisor Edward Raeder, Highway Supt. Neil German and one resident. Absent: Supervisor Thomas S. Hynes, Councilmen Gene Cronk, Allen Hinkley and Carol Murray, Assessor Robert Breglio, Parks Clerk Carolynn Faraci (ill) and Attorney Kevin Young (on vacation).

Dpty. Supervisor Edward Raeder called the first Public Hearing to order at 7:00 pm and stated the Public Hearing approved by the Town Board at the May 8, 2017 Town Board Meeting to be held at 7:00 pm on June 12, 2017 and for 7:00 pm on July 10, 2017 for Small Business Enterprise funding is not needed as Grant Writer Margaret Ellsworth will be submitting to a different funding source.

Councilwoman Carol Murray arrived to the meeting at 7:10 pm.
Supervisor Thomas S. Hynes arrived to the meeting at 7:15 pm.
Assessor Robert Breglio arrived at 7:20 pm.

A Public Hearing was called to order at 7:20 pm. The notice calling for the Public Hearing was read to hear comments on submitting a Community Development Block Grant (CDBG) funding application for repairs needed at the Grand Gorge Civic Center. No comments were heard in favor of or against the application. Joseph Resch stated the Grand Gorge Business Association tried to help residents realize the importance of completing and returning income surveys mailed to them as a requirement of the funding agency, however, most residents did not want to reveal their income level. It was also stated the second public hearing approved at the May 8, 2017 Board meeting that was to be held July 10, 2017 at 7:20 pm is not needed as only one public hearing is required at this time.

Councilman Allen Hinkley arrived to the meeting at 7:23 pm.
Councilman Gene Cronk arrived at 7:25 pm.

The Public Hearing closed at 7:27 pm.

The regular meeting was called to order at 7:30 pm with one additional resident in attendance.

On motion of Gene Cronk second by Edward Raeder the Minutes of the May 8th meeting were approved.
AYES-5 Cronk, Raeder, Hinkley, Murray, Hynes
NAYS-0

Glenn Faulkner of Margaretville Telephone Co. (MTC) was present to give a status report of projects.

1. Construction will begin in July on the 12X12 equipment building at the Town parking lot by the old health building
2. Survey crews are working north of Roxbury for broadband expansion
3. The tower being replaced at the top of the mountain in Grand Gorge has been delayed due to weather but concrete is anticipated to be completed this week and the rest of the work to be completed in July.

Michael Manion and Glen Howard of the snowmobile club discussed the trail system and stated they like to give a donation to Towns that allow trails in their area and presented the Town Board with a check for \$150 to be used towards a local youth program.

Highway Supt. Neil German reported the new truck is here, requested promoting Corbin Bouton to fill the vacancy of Mechanic's Helper, crews will doing stone & oil next week, crews continue to do culverts and grading roads, reported one of the old 2004 Internationals is experiencing rear end problems that will cost approximately \$9,500 to repair and requested being able to make such repairs, requested putting the

Hamm Roller on the auction site for sale and requested purchasing a used roller with 1900 hours under a lease to own plan at a cost of \$52,000.

RESOLUTION #72-PROMOTE BOUTON TO MECHANIC’S HELPER

On motion of Allen Hinkley second by Edward Raeder the following resolution was offered and adopted: “WHEREAS, there has been a vacancy in the position of Mechanic’s Helper on the Highway Dept.; and WHEREAS, the Highway Supt. recommends Corbin Bouton, who is currently a Heavy Equipment Operator on the Highway Dept., for the position; NOW, THEREFORE BE IT RESOLVED, the Town Board promotes Corbin Bouton to the position of Mechanic’s Helper effective on the next payroll period that begins June 20, 2017 at a pay rate of \$20.91/hour.”

AYES-4 Hinkley, Raeder, Murray, Hynes

NAYS-0

ABSTAIN-1 Cronk (relation)

RESOLUTION #73-SELL HAMM ROLLER ON AUCTION SITE

On motion of Carol Murray second by Allen Hinkley the following resolution was offered and adopted: “RESOLVED, the Town Board authorizes the Highway Supt. to place the Hamm Roller for sale thru Auction’s International.”

AYES-5 Murray, Hinkley, Raeder, Cronk, Hynes

NAYS-0

Assessor Robert Breglio gave an oral report stating that he advertised times and sat with the tentative roll to discuss figures with taxpayers before Grievance Day and further stated he received only 5 applications for Grievance Day.

Sealed bids for Denver Water District Project Contract #2 Phase 1 Controls and Contract #3 Wellfield Electrical were opened on May 18, 2017 at 3:00 pm at the Town Hall. A total of four bids were received and were as follows:

| Contractor | Contract No. 2 Base Bid | Contract No. 2 Deduct Alt #1 | Contract No. 3 Base Bid | Contract #3 Add Alt #1 | Contract #3 Add Alt. #2 |
|-------------------------|----------------------------|---------------------------------|----------------------------|---------------------------|----------------------------|
| Hinkley Electric | \$31,450 | | \$17,645 | \$39,985 | \$14,485 |
| Harold R. Clune, Inc. | | | \$49,000 | \$115,000 | \$42,000 |
| Stilsing Electric | \$45,000 | | \$20,500 | \$58,000 | \$28,000 |
| Blizzard Electric, Inc. | \$30,900 | | \$14,250 | \$39,600 | \$15,300 |

Michael Harrington of Lamont Engineers discussed an updated status report on the Denver Water Project. Discussion took place on bids for Denver Water Contracts #2 and #3 showing the low bidder as Blizzard Electric. Councilman Cronk stated he is not happy with Blizzard’s work that he has seen, therefore, Supv. Hynes will contact Attorney Young regarding issues raised and awarding the bid. Harrington also discussed the bids and work to be done, Dept. of Health requiring testing of all wells that haven’t been run in years and discussed bonds and other funding.

Mr. Harrington discussed an updated status report on the Grand Gorge/Roxbury Water Project that includes funding, next steps to take and requested hiring GeoLogic for work related to the project as they have been on previous water projects.

RESOLUTION #74-HIRE GEOLOGIC NY FOR GRAND GORGE/ROXBURY WATER PROJECT

On motion of Allen Hinkley second by Gene Cronk the following resolution was offered and adopted: “WHEREAS, the Town Board of the Town of Roxbury has determined the need for hydrogeologic consulting services associated with the development of a new potable water supply well for the Roxbury Water District and the Grand Gorge Water District; and

WHEREAS, the Town Board of the Town of Roxbury finds that it is in the best interest of the two Districts to retain an independent consultant to review, evaluate and summarize data to determine if the Hinkley site is suitable for further evaluation as a potential location for well PW-3; and

WHEREAS, the Town Board of the Town of Roxbury and the Town Attorney have reviewed the Proposal entitled “New Potable Water Supply Well (Roxbury Water District and Grand Gorge Water District) ” prepared by GeoLogic, NY, Inc.; and

WHEREAS, the Town Board has determined the adequacy of the proposal submitted by GeoLogic NY, Inc. subject to modifications made by the Town Attorney; and

WHEREAS, the Town Board desires, at this time, to enter into the Agreement with Geologic NY Inc.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE TOWN BOARD OF ROXBURY, DELAWARE COUNTY, NEW YORK:

The Town Board of the Town of Roxbury hereby authorizes the Town Supervisor to execute the Agreement for Environmental Consulting Services between the Town of Roxbury and GeoLogic NY, Inc. for the New Potable Water Supply Well (Roxbury Water District and Grand Gorge Water District) as outlined in the June 8, 2017 Proposal submitted to the Town Board and as modified by the Town Attorney.

WHEREUPON, the Resolution was put to a vote and recorded as follows:

AYES-5 Hinkley, Cronk, Raeder, Murray, Hynes

NAYS-0

RESOLUTION #75-DENVER WATER PROJECT FUNDING APPLICATION

On motion of Carol Murray second by Edward Raeder the following resolution was offered and adopted:

“WHEREAS, the Town Board of the Town of Roxbury has determined the necessity of a project named Denver Water District Water System Improvements Project to repair and replace critical water system infrastructure of the Denver Water District; and

WHEREAS, the Town is applying to the New York State Environmental Facilities Corporation Drinking Water State Revolving Fund (DWSRF) and the New York State Water Infrastructure Improvements Act for project funding, and may apply to other funding agencies.

THEREFORE BE IT RESOLVED by the Town Board of the Town of Roxbury hereby authorizes the Supervisor to sign all funding documents for the Project on its behalf.

By unanimous vote of the Town Board of the Town of Roxbury at its meeting of June 12, 2017.

AYES-5 Murray, Raeder, Cronk, Hinkley, Hynes

NAYS-0

Mr. Harrington will also contact Town Grant Writer Margaret Ellsworth regarding other funding that the water projects may be eligible for.

Building Inspector Tomi Tompkins supplied the Town Board with a detailed report of his work since he began on May 9th.

Supv. Hynes reported the ladies room at the Grand Gorge Civic Center has been backing up and requires an outside cleanout to be installed as there are no broken pipes causing the problem. Estimates will be looked into to install the cleanout.

A thank you note has been received from the Grand Gorge Senior Club for the \$150 they received as budgeted for in 2017.

A letter was received from David and Barbara Munsell regarding excessive water usage at their house when they haven't been here. The Town Board will speak more with them regarding the matter.

On motion of Allen Hinkley second by Edward Raeder the Town Board approved the Town Clerk's monthly report for May 2017 in the amount of \$4,722.88 (Town Clerk \$532.88 and Building Permits \$4,190.00)

AYES-5 Hinkley, Raeder, Cronk, Murray, Hynes

NAYS-0

On motion of Carol Murray second by Gene Cronk the Town Board approved the Supervisor's monthly report for April 2017.

AYES-5 Murray, Cronk, Hinkley, Raeder, Hynes
NAYS-0

There was no written report from the Assessor.

On motion of Allen Hinkley second by Gene Cronk the Town Board approved the Building Inspector's monthly report for May 2017.

AYES-5 Hinkley, Cronk, Raeder, Murray, Hynes
NAYS-0

On motion of Carol Murray second by Gene Cronk the Town Board approved the Monthly Water Receipts report for May 2017 in the following amounts: Denver \$750.10; Grand Gorge \$1,110.52 and Roxbury \$1,009.02.

AYES-5 Murray, Cronk, Raeder, Hinkley, Hynes
NAYS-0

On motion of Edward Raeder second by Allen Hinkley the Town Board approved the monthly report of the Justice Court for April 2017 in the amount of \$4,836.00.

AYES-5 Raeder, Hinkley, Cronk, Murray, Hynes
NAYS-0

No action was taken on filling the vacancy of Planning Board Alternate.

RESOLUTION #76-STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS

On motion of Carol Murray second by Allen Hinkley the following resolution was offered and adopted:

“BE IT RESOLVED, that the Town of Roxbury/XXXXX hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

| Title | Standard Work Day (Hrs/Day) | Name | Social Security Number (last 4 digits) | Registration Number | Tier 1 | Current Term Begin & End Dates | Record of Activities Results | Not Submitted |
|----------------------------|-----------------------------|-----------------------|--|---------------------|--------|--------------------------------|------------------------------|---------------|
| <u>Elected Officials</u> | | | | | | | | |
| Town Justice | 8 | Heather Gockel | xxxx | xxxxxxxx | | 1/1/17-12/31/20 | 1.34 | |
| <u>Appointed Officials</u> | | | | | | | | |
| Constable | 8 | Stephen L. Williamson | xxxx | xxxxxxx-x | ✓ | 1/1/17-12/31/17 | NA | |

AYES-5 Murray, Hinkley, Raeder, Cronk, Hynes
NAYS-0

RESOLUTION #77-CIVIC CENTER CDBG FUNDING APPLICATION

On motion of Gene Cronk second by Carol Murray the following resolution was offered and adopted:

“WHEREAS, at a regular monthly meeting held May 8, 2017, the Town Board scheduled a Public Hearing to be held June 12, 2017 at 7:00 pm and July 10, 2017 at 7:00 pm to hear all persons regarding the submission of an application for Community Development Block Grant (CDBG) funding for repairs at the Grand Gorge Civic Center; and

WHEREAS, a Public Hearing for said CDBG Funding application was held June 12, 2017 at 7:00 pm at the Town Hall; and

WHEREAS, the Public Hearing scheduled for July 10, 2017 is not required and has been canceled; and

WHEREAS, no comments were heard against submitting an application for CDBG funding for the project;

NOW, THEREFORE BE IT RESOLVED, the Town Board hereby authorizes an application for CDBG Funding for repairs to the Grand Gorge Civic Center; and

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Supervisor to execute all documents necessary associated with the CDBG funding.”

AYES-5 Cronk, Murray, Raeder, Hinkley, Hynes
NAYS-0

The appraisal has been received from L.B. Berdan & Co., Inc on the Hinkley property for the Grand Gorge/Roxbury Water Project. The Town Board withheld discussion until comments are received from the Town Assessor.

It was stated the Building Inspector attended the court date regarding a property maintenance issue on Dugan Hill Rd. The owner has been given 45 days to clean up the property or violation fees will be imposed.

It was stated the Building Inspector has determined the Building Permit fee for NYC DEP upgrades at the Grand Gorge Sewer Plant to be \$9,375. The Town Board will speak with the Building Inspector before making a decision on the fee.

The Town Board has authorized the Highway Supt. to get a credit card for some purchases, therefore, the attorney is to look into revising the Employee Handbook to include the use of credit cards.

The Annual Water Quality Reports for Denver, Grand Gorge and Roxbury Water Districts have been mailed to all water customers and State Agencies, have been distributed to the Town Board and are on file at the Town Clerk's Office.

A reminder was given the Highway Contract and Water/Sewer Contracts expire 12/31/17.

Discussion took place on the invoice of Robert L. Beebe, LLC in the amount of \$6,550.30 for work on the NYCDEP sewage collection system assessment. Per the resolution of 12/8/14 there was a not to exceed amount of \$5,000.

On motion of Edward Raeder second by Carol Murray, the invoice of Robert L. Beebe, LLC will remain at \$5,000, with the remainder of the bills being audited and ordered paid in the following amounts:

| | | | |
|--------------------------|--------------|-------------------------------|-------------|
| General #218-270 | \$44,004.89 | Denver Sewer #53-65 | \$19,055.10 |
| Highway #118-151 | \$207,533.37 | Special Lights #8-9 | \$2,167.06 |
| Roxbury Water #38-49 | \$2,927.58 | Capital Projects: | |
| Grand Gorge Water #42-55 | \$7,284.93 | Denver Water Project #12-13 | \$18,866.32 |
| Denver Water #40-49 | \$2,507.50 | Roxbury Water Project #14 | \$1,225.00 |
| Roxbury Sewer #32-40 | \$33,265.96 | Grand Gorge Water Project #15 | \$1,225.00 |

AYES-5 Raeder, Murray, Cronk, Hinkley, Hynes
NAYS-0

RESOLUTION #78- RESOLUTION TO GO INTO EXECUTIVE SESSION TO DISCUSS HIGHWAY CONTRACT ISSUES

On motion of Allen Hinkley second by Carol Murray the following resolution was offered and adopted: "Motion to go into Executive Session at 8:52 pm to address highway contract issues."

Present in Executive Session: Supervisor Hynes, Councilmen Hinkley, Cronk, Raeder and Murray.

AYES-5 Hinkley, Murray, Raeder, Cronk, Hynes
NAYS-0

RESOLUTION #79-RESOLUTION TO RETURN TO REGULAR MEETING

On motion of Gene Cronk second by Carol Murray the following resolution was offered and adopted:

"RESOLVED, The Town Board returns to the Regular meeting at 9:25 pm.

AYES-5 Cronk, Murray, Raeder, Hinkley, Hynes
NAYS-0

It was stated no decisions were made as a result of Executive Session and the Personnel Committee will continue negotiations with the Roxbury Highway Worker's Association for contract renewal.

It was also stated the Town Board was able to speak with Attorney Young via telephone regarding the Blizzard Electric bid.

RESOLUTION #80- RESOLUTION OF THE TOWN BOARD OF THE TOWN OF ROXBURY
AWARDING THE ELETRICAL CONSTRUCTION (CONTRACTS 2 AND 3) FOR THE DENVER
WATER DISTRICT PROJECT TO BLIZZARD ELECTRIC AND AUTHORIZING THE TOWN
SUPERVISOR TO EXECUTE A CONTRACT FOR SUCH SERVICES

On motion of Gene Cronk second by Carol Murray the following resolution was offered and adopted:

“WHEREAS, the Town Board of the Town of Roxbury (the "Town Board") has determined the necessity of a project named Denver Water District Water System Improvements Project relating to the increase and improvement of the distribution facilities of the Denver Water District (the “Denver Water District Project”); and

WHEREAS, by resolution dated April 10, 2017, the Town Board authorized the Denver Water District Project; and

WHEREAS, by resolution dated April 10, 2017, the Town Board authorized the Town of Roxbury’s Denver Water District (“DWD”) and Lamont Engineers (“Lamont”) to enter into a contract for Lamont to prepare final design and bidding phase services related to the Phase I Controls and Wellfield electrical construction contracts (Contracts 2 and 3); and

WHEREAS, the Town has concluded the solicitation of bids for Contracts 2 and 3; and

WHEREAS, the Town Board has reviewed and accepted the bid submitted by Blizzard Electric for the electrical construction for the Denver Water District Project (Contract 2 and 3); and

WHEREAS, the Town Board wishes to move forward with the Denver Water District Project; and

NOW, THEREFORE BE IT RESOLVED THAT:

1. Blizzard Electrical is hereby retained to perform the electrical construction for the Denver Water District Project.

2. The Town Supervisor is hereby authorized to execute a contract to retain Blizzard Electric for the Denver Water District Project.”

WHEREUPON, the Resolution was put to a vote and recorded as follows:

AYES-5 Cronk, Murray, Raeder, Hinkley, Hynes

NAYS-0

On motion of Carol Murray second by Allen Hinkley the meeting adjourned at 9:27 pm.

THIS IS A TRUE COPY

Diane Pickett, Town Clerk
Thomas S. Hynes, Supervisor
Gene Cronk, Councilman
Edward Raeder, Councilman
Allen Hinkley, Councilman
Carol Murray, Councilwoman