

Wawayanda Town Board Meeting 12/07/2017

December 7, 2017

A Regular monthly business meeting of the Town Board of the Town of Wawayanda was called to order at 7:00 P.M., on Thursday, December 7, 2017, at the Town Hall, Ridgebury Hill Road, Slate Hill, New York.

Those present were:	John R. Razzano	Supervisor
	David S. Cole	Councilman
	Denise Quinn	Councilwoman
	Nicolas Chase	Councilman
	Ron Myruski	Councilman
	Kathryn Sherlock	Town Clerk
Attendance Not Required:	Scott Bonacic	Attorney for the Town

Also Present: Barbara Parsons – Planning Board Member; Thomas DeBlock – Highway Superintendent; Howard Goldstein – Bookkeeper for the Town and Alan Stephens.

PLEDGE TO THE FLAG

APPROVAL OF DEPARTMENT REPORTS:

MOTION by **Supervisor Razzano**, seconded by **Councilman Cole**, to accept the various departmental reports, as submitted.

ALL IN FAVOR – CARRIED

PAYMENT OF BILLS:

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Quinn**, to authorize the payment of bills in the amount of \$6,337.68 from the General Disbursement Account, representing bills that were payable upon receipt. Breakdown as follows:

PPG 17-01731, PPG 17-01740	\$3,078.44
PPWS 17-01730, PPWS 17-01739	\$3,225.60
PPSLK 17-01738	\$33.64

ALL IN FAVOR - CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilman Myruski**, to authorize the payment of bills from the General Disbursement Account in the amount of \$362,943.05. Breakdown as follows:

General Fund	G17-11772 thru 01842	147,320.50
	G17-01899	
Highway Fund	H17-01843 thru 01893	179,959.60
Water/Sewer Districts	WS17-01741 thru 01771	35,662.95
	WS17-01898	

Wawayanda Town Board Meeting 12/07/2017**WATER/SEWER BREAKDOWN:**

Robinn Meadows Sewer District	974.15
Robinn Meadows Water District	859.48
Ridgebury Lake Acres Sewer District	519.41
Ridgebury Lake Acres Water District	995.07
Denton Hills Water District	823.64
Arluck Water District	671.92
Water Districts #1	18,554.45
Sewer Districts #1	12,264.83
Water/Sewer Total =	\$35,662.95

ALL IN FAVOR – CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Quinn**, to pay the following vendors for services or goods rendered in reference to the following:

McGoey, Hauser and Edsall Engineering - \$26,990.96

- Sautter - \$223.80
- Grandview Estates - \$280.60
- 84 Quick Stop \$142.00
- Tripler R Holding (Ramos) - \$81.80
- Tri – State Lawn Care - \$142.00
- Field of Dreams - \$247.00
- Nexamp Solar - \$71.00
- Deblock / Hansen - \$10.80
- Pool City - \$337.40
- CPV – 001 - \$620.00
- CPV – 003 - \$2,856.92
- CPV – 005 - \$6,525.43

Robert Hansen - \$270.00

- Johnston Toyota – Site Inspections - \$270.00

Payments will be made through the Special Trust and Agency and charged to the individual Escrow Account listed above.

ALL IN FAVOR – CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilman Myruski**, to reimburse the account for invoices or expenses in reference to the following Escrow Account:

8020.4A

- Sauter - \$150.00
- Tri-State Lawn Care - \$687.50
- 84 Quick Stop - \$1,302.40
- Equity Homes – Reiss Rd - \$230.78

Payment will be made through the Special Trust and Agency Account and charged to the individual Escrow Account listed above.

ALL IN FAVOR – CARRIED

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MOTION by **Supervisor Razzano**, seconded by **Councilman Chase**, to authorize the Bookkeeper to transfer any remaining funds from the Town Hall Additional Capital Funds Project account to the General Fund so that the account can be closed out.

ALL IN FAVOR – CARRIED

SUPPLEMENTAL BUDGET TRANSFER/HIGHWAY DEPARTMENT:

MOTION by **Supervisor Razzano**, seconded by **Councilman Chase** to authorize the transfer from the General Fund Surplus Account in the amount of \$300,000.00 (three hundred thousand dollars) from General Fund Revenue A0599-000 to Expenditure Account 04-9900 to Highway DR 035031 \$300,00.00 to offset the 2018 Highway budget.

ALL IN FAVOR – CARRIED

DEPUTY TAX COLLECTOR RESIGNATION / GAIL SICINA:

MOTION by **Supervisor Razzano**, seconded by **Councilman Myruski**, to regretfully accept the resignation of Gail Sicina as Deputy Tax Collector as of December 7, 2017.

ALL IN FAVOR – CARRIED

DEPUTY TAX COLLECTOR / NEW HIRE / DEBORAH BEUERMAN:

MOTION by **Supervisor Razzano**, seconded by **Councilman Myruski**, to hire Deborah Beuerman as Deputy Tax Collector at a rate of \$16.50 per hour with a start date of December 13, 2017.

ALL IN FAVOR – CARRIED

APPOINTMENT OF DEPUTY TAX COLLECTOR/DEBORAH BEUERMAN:

Kathryn A. Sherlock, Town Clerk/Tax Collector has submitted a request to the Board to appoint Deborah Beuerman as the Deputy Tax Collector for the year 2018.

MOTION by **Supervisor Razzano**, seconded by **Councilman Mrysuki**, to appoint Deborah Beuerman as Deputy Tax Collector, as of January 1, 2018.

ALL IN FAVOR – CARRIED

TAX COLLECTOR'S PETTY CASH:

Kathryn A. Sherlock, Tax Collector is requesting a petty cash fund of \$125.00 (one hundred and twenty-five dollars) to be set up for the 2018 tax season.

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Quinn**, to authorize a petty cash fund of \$125.00 to be set up for the Tax Collector for the 2018 tax season.

ALL IN FAVOR – CARRIED

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HUMANE SOCIETY CONTRACT: The Humane Society of Port Jervis/Deerpark, Inc. had presented a proposed contract for 2018 to provide shelter service for our Animal Control Officer. The contract was presented with no changes.

MOTION by **Supervisor Razzano**, seconded by **Councilman Myruski**, to authorize the Supervisor to sign the contract between the Town of Wawayanda and the Humane Society of Port Jervis/Deerpark, Inc. for the period beginning January 1, 2018 and ending December 31, 2018.

VOTE

Supervisor Razzano	- Aye
Councilman Cole	- Aye
Councilwoman Quinn	- Nay
Councilman Chase	- Aye
Councilman Myruski	- Aye

MOTION CARRIED

**SURPLUS BID RESULTS/2003 FORD F-250 XLT:
SURPLUS PROPERTY- HIGHWAY
BID OPENING DATE: December 6, 2017, @ 12:00AM
2003 Ford F-250 XLT**

Name of Bidder:

Von Callender 116 Jogee Road	Bid Price \$1,311.60
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Paul Doty 217 Springbrook Road	Bid Price \$ 674.74
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Don Sherman 2786 US Route 6	Bid Price \$ 656.00
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Thomas DeBlock – Highway Superintendent has recommended that we accept the highest bid. A lengthy discussion took place and the Board determined that the bids came in too low and that the vehicle would be placed on Craig’s List in an attempt to sell it for more money.

MOTION by **Supervisor Razzano**, seconded by, **Councilman Chase**, to reject all of the bids submitted for the **2003 Ford F-250 XLT**.

ALL IN FAVOR – CARRIED

Wawayanda Town Board Meeting 12/07/2017**HIGHWAY DEPARTMENT / HAZARDOUS COMMUNICATION PROGRAM:**

Highway Superintendent DeBlock submitted a memo to the Board asking for the adoption of a **Hazard Communication Program**. The program was developed in accordance with the NYS Dept of Labor, PESH and OSHA's Hazard Communication standard 29 CFR 1910.1200. Each employee in the Highway Department will be apprised of the substance of the HCS, the hazardous properties of chemicals they work with, and the measures to take to protect themselves from these chemicals.

Councilman Chase referred to the section entitled **LIST OF HAZARDOUS CHEMICALS** and asked who the administrator would be.

It was determined that the **Highway Superintendent** would be the administrator.

MOTION by **Supervisor Razzano**, seconded by, **Councilman Cole**, to adopt the **Hazardous Communication Program** as presented this evening and to designate the Highway Superintendent would be the administrator to the plan.

ALL IN FAVOR – CARRIED

DRUG FREE WORKPLACE POLICY & PROCEDURE / HIRING & WORK PLACE

POLICIES: **Highway Superintendent DeBlock** submitted a memo asking for the Board to consider recommendations for updates to the Town's Personnel Policy with regards to the **Drug Free Workplace Policy and Procedure** and the **Hiring and Work Policies**.

A brief discussion took place and it was determined that Board would need to research this further. The request was tabled until a future meeting.

BUILDING DEPARTMENT FEE SCHEDULE: **Supervisor Razzano** stated that the Building Department Fee changes have been discussed a few times over the last few meetings. At this time the Board members have met with the Building Department to discuss their concerns. The Board took this time to review the document and made the following changes. Under Other Fees; **Municipal Searches** the fee was reduced to **\$100.00**.

Additional discussion took place regarding **For work done without permits: 1) When not issued in conjunction with a required building permit**. The Building Department proposed that the verbiage **For work done without permits: Permit fee shall be doubled or \$350.00 (whichever is less)**. After a lengthy discussion it was determined that this would be addressed at a later date.

MOTION by **Supervisor Razzano**, seconded by, **Councilman Cole**, to adopt the **Town of Wawayanda Code Enforcement Office Fee Schedule** with the change to the Municipal Search fee as presented this evening.

ALL IN FAVOR – CARRIED

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PUBLIC COMMENTS & QUESTIONS:

Barbara Parsons asked the Board if they had an opportunity to take a look at the Solar Farm that was installed in the Town of Minisink Added that it is an absolute eyesore and was funded by a State grant, and that we need to make sure we do our due diligence here in Wawayanda to make sure that does not happen.

Alan Stephens addressed the Supervisor and said that there was supposed to be a meeting with the DEC regarding the Ridgebury Lake and asked if it was going to take place.

Supervisor Razzano noted that the meeting has been put off until January.

Mr. Stephens questioned if there was an Evacuation Zone for the CPV Power plant and if there were chemicals on site.

Councilwoman Quinn replied to **Mr. Stephens** and advised him that she had met with Orange County Emergency Management last week and they are working on the document and said that as soon as the Town gets the information it will be made public.

EXECUTIVE SESSION:

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Quinn**, to go into Executive Session to discuss a particular employee.

ALL IN FAVOR – CARRIED

EXECUTIVE SESSION: No action taken.

MOTION by **Supervisor Razzano**, seconded by **Councilman Cole**, to close executive session and re-open the regular meeting.

ALL IN FAVOR – CARRIED

MOTION by **Supervisor Razzano**, seconded by **Councilwoman Quinn**, to adjourn the meeting.

ALL IN FAVOR – CARRIED

MEETING ADJOURNED: 7:50 P.M.

RESPECTFULLY SUBMITTED,

Kathryn A. Sherlock
Town Clerk