**Regular Monthly Meeting, Colton Town Board, November 7, 2018**

**State of New York, County of St. Lawrence, Town of Colton, 94 Main St. 13625**

Present: George R. Cayey, Supervisor Councilpersons: Grace Hawley

 Kevin Hawley, Hwy. Supt. Ronald Robert

 Darren Richards, DPW Supt. Lisa Fisher-Davis

 Donna Arquiett, Clerk

Absent: Katheryn Hayes

Supervisor Cayey opened the meeting at 6:17 p.m.

Mr. Cayey asked if the Board reviewed minutes and if no changes make a motion to approve them.

Motion # 1

**ACCEPT MINUTES**

Motion made by Mr. Robert seconded by Mrs. Hawley to accept the October 10 regular monthly meeting and the two budget meeting minutes of October 23 and November 1 minutes as presented.

Ayes 4 Hawley, Fisher-Davis, Robert, Cayey

Noes 0

Motion carried

Motion # 2

**APPROVE WARRANT # 11, TRANSFER, BANK STATEMENT & RECONCILIATION**

Motion made by Mrs. Hawley, seconded by Mrs. Fisher-Davis to approve warrant # 11 the transfer along with the bank statement and reconciliation.

Ayes 4 Hawley, Fisher-Davis, Robert, Cayey

Noes 0

Motion carried

General Fund $ 76,217.85

Highway Fund $ 25,031.58

Colton Light District $ 751.14

South Colton Light District $ 706.87

Sewer District #1 $ 10,177.92

Water District #1 $ 10,932.85

The following accounts are or will be over budget as of November 2018

**General Fund**

 A1375.4 Credit Card fees $ 8.99 (10)

 A1480.4 Newsletter 310.00 (500)

 A1620.2 Bldgs. Equip. 1,429.72 (1500)

A3310.4 Signs/Traffic Control 1,229.56 (1300)

A3989.4 Safety Contr. 799.98 (1500)

A5010.4 Supt. Hwy. Contr. 92.33 (300)

A5132.4 Hwy. Garage Contr. 419.83 (1000)

***Recommended Transfer*** A1990.4 Contingency $5,000.00

 A3010.4 Public Safety 1,110.00

**Sewer**

 SS8110.4 Sewer Contr. $2,900.43

***Recommended Transfer***

SS8110.2 Sewer Equip. $3,600.00

 SS1990.4 Contingency 200.00

**Water**

 SW8310.4 Water Contr. $3,629.42

***Recommended Transfer***

SW8310.2 Water Equip. $5000.00

**DOG WARDEN’S REPORT** Mr. McConkey reported:

I spent 6 hours on license compliance. The 5 “dogs at large” complaints were dogs that were licensed so they were returned to their owners. I had 1 nuisance call, cows in the road again.

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**ASSESSOR’S REPORT** Ms. Miller reported:

* I have received the renewal forms for both the Enhanced STAR exemption and the Sr. Low Income Exemption. I will be mailing these out as soon as I have the packets put together and postage applied. It is imperative that people who receive a packet in the mail **READ THE ENCLOSED LETTER.** Everyone who receives the **Low Income Exemption** must complete the renewal for that exemption and provide income for this year. Also, they must complete the Enhanced STAR Renewal Form, the IVP form and provide either a copy of income tax return for 2017 or complete the enclosed work sheet.
* For those people who each year complete a renewal application for the **Enhanced STAR** you must complete the Enhanced STAR application, the IVP application and provide a copy of a tax return from 2017. If you do not file income tax then you must complete the worksheet provided. There will be no exceptions to the rules. All applications and subsequent forms must be returned before 03/01/2019.

New York State will now be reviewing all information through the Income Verification Program.

* Those who, in the past, have received the green postcard, you **will not receive the green card this year** **and you will not need to complete an application**. Anyone who already participates in the Income Verification will not get a renewal application. If NYS Department of Taxation and Finance need further information they will contact you directly. People have already been receiving requests for information for both the STAR and the Property Tax Relief Credit. Some of the forms ask to have the information returned within 5 days. Please try to get the information back as soon as possible.
* There were 4 sales since last meeting. Two sales were over assessed value and 2 sales were under. One sale that was under assessed value is under review for poor condition.

**DPW REPORT** Mr. Richards reported:

***Transfer Station*** *-* The integrity of the transfer station building has deteriorated to the point that the building must be replaced no later than 2020. This building will be our priority for the next budget season. Our DEC inspection went well in September with follow up discussions on the recycling projections. No end in sight on cost decreasing as of now. Vegetable and other yellow oils now need to be registered if we are going to be a collection site for used oils for highway. Our oil collection must be done better as well. We are looking into better collection processes.

***Water and Sewer*** *-* Routine maintenance such as diffusers and pumps we serviced for wastewater. Great job by the DPW crew to have this done once again going into the winter season. It will be nice to continue some upgrades next year as we did this year to wastewater. Our seasonal residences have closed up for water hookups for the season.

***Building and Grounds*** *-* The new bathrooms were operational in the Community Center for Election Day. DPW received compliments on the new improvements with the addition. Benches have been stored once again in the dugouts providing a secondary use of those facilities. The new well has been drilled at the recreation center. It reached a depth of 260 feet, 30 gallons per minute, and crystal clear water. Our new well water is being tested at Converse Labs and should be deemed potable by the end of this week. The DPW crew will be constructing a mezzanine for the fire department for November and December.

**SAFETY REPORT** Mr. Richards reported:

The Town officially received word of the $10,000.00 grant for the led pedestrian on-demand beacon crossing for State Highway 56 in South Colton. We are currently working with Dig Safe to host a seminar training for mandated excavator certification late fall or mid spring.

**CODE OFFICER’S REPORT** Mr. Richards reported:

We are currently at 79 permits for the season and two subdivisions being reviewed November 20th. No complaints written or verbal. Land speculation for next year’s building season has begun with property owners, realtors and developers. I was asked to teach a class on November 9th at St. Lawrence University on our LLUP with the APA.

**PLANNING AND ZONING REPORT** Mr. Fuhr reported:

The Planning Board meeting was held on October 16, 2018, 7:00 P.M. at the Colton Town Hall. The legal notice

of this meeting was posted in the local newspapers as usual. The issues brought up for discussion were:

\* Discussion on wind tower laws for the Town of Colton including WECS, wind site assessment,

 applications, application review process, permitted areas, and fees.

\* CEO Report

 \* Possible need of a crosswalk in S. Colton on or near the corner of Sugar Bush Lane.

 \* Our next meeting is November 20th.

**HIGHWAY REPORT** Mr. Hawley reported:

* Since the last board meeting we have finished all of our shoulder work for the year.
* As of Tuesday our sand pile is up, and ready.
* This past Saturday started our winter plowing season. We had about four inches of heavy wet snow on

 East Hill Road and Stark Road. I sent the small truck out to take care of it.

* The remainder of this week will be spent preparing the trucks for plowing season.

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Mr. Cayey asked if the Brookfield sign was up yet? Mr. Hawley stated not yet, he was waiting for a reply from the land owner before putting the sign up. Mr. Hawley added that there has never been stop signs on the Regan Road. Ms. Watson said she thinks the USDA gives loans for such things and recommended Mr. Hawley contact Renee’ Hotte for more information.

**TOURISM & BEAUTIFICATION REPORT** Mrs. McWilliams reported:

With the new three weekend approach to Winterfest, starting January 11-13, planning is well underway for the annual festival celebrating the town and supporting the Neighborhood Center serving Colton, Pierrepont, and Parishville. The Winterfest Planning Committee chaired by Grace Hawley has selected “Rockin’ in the Great South Woods” as the theme for 2019. We hope activities will include favorites of the past plus some new twists and new fun activities indoors and out. More details follow.

**Remembrance Trees / November 9 Deadline to Order**

Orders for Remembrance Trees are due this coming Friday, November 9.  After the trees are delivered and staked around the Thanksgiving holiday they will be tagged by the Tourism & Beautification Committee so sponsors can start decorating their trees by December 1 and 2 in time for the lighting event on December 7. The Colton Historical Society is once again hosting a reception in the Town Hall following the lighting of the trees, first in South Colton (Three Falls Park) and then in Colton (along Main Street). The trees will remain lighted through the end of January.

**Winterfest Events / November 16 Deadline to Schedule**

Any individual, business, or organization wishing to organize and host a Winterfest event is asked to complete an Event Form and return it to Grace at the Colton Town Hall by November 16 for scheduling and publicity purposes. The form is available on the town website ([www.townofcolton.com](http://www.townofcolton.com)) under News and at the Town Hall.

**Citizen of the Year / November 16 Deadline to Nominate**

During the festival the Winterfest Committee annually presents The Virginia Smith Outstanding Citizen Award to a resident of the town who is an active volunteer and exemplifies the adage ‘neighbors caring for neighbors.’ Nominations for the award, in the form of a letter to Grace Hawley providing the basis for the recognition, also are due by November 16. Past award recipients are identified on a plaque in the Board Room of the Colton Town Hall and are listed on the town’s website under Community.

**Silent Auction of Gift Baskets / December 7 Deadline to Participate**

The Silent Auction of Gift Baskets is a major fund raising activity supporting the Neighborhood Center. We hope to have at least ten baskets again this year. Organizations and other entities can participate by contributing a themed gift basket, items for a basket, or funds for the Tourism & Beautification Committee to purchase items for baskets. The Participation Form, due by December 7, is available on the town website and in the Town Hall.

**Final Planning Meeting for Winterfest**

Those wishing to assist with activities and/or fund raising for the town’s Winterfest also are invited to attend the next, and final, monthly planning meeting scheduled for Wednesday, November 28 at 6:30pm in the Town Hall.

**Next Monthly Tourism & Beautification Committee Meeting / December 10 (4:30-6pm)**

The agenda will focus on the committee’s 2019 Work Plan as well as winter activities, especially Winterfest. The standard start time is being adjusted from 4pm to 4:30pm to accommodate a new participant in committee activities.

**TOWN CLERK’S REPORT** Ms. Arquiett reported:

* The Games of Chance Law referendum passed last night. I have heard complaints that people didn’t know what it was. If there is another one while I’m in office, I’ll find more ways to inform people.
* Anne Townsend is up for re-appointment to the Planning Board.
* The registration for the Assoc. of Towns Annual Training in February at the New York Marriott came in the mail today.
* A motion is necessary to allow the County to relevy unpaid water & sewer bills onto the 2019 Town and County tax bill, along with the motion to adopt the budget.
* I would like to attend the Clerk’s quarterly meeting in Binghamton, December 3. The Comptrollers Office is there to talk about auditing Town Clerk’s records.
* Our next meeting scheduled for December 12 is the same night as the Christmas Concert – of course my Grandson has already told me I had better be there. Is there anything we can do so I can attend?
* Jean Supernault’s term as Library Trustee expires December of this year. Today Jean submitted her resignation. A motion is necessary to accept it.
* A young lady named Olivia Parker submitted a letter of interest as Library Trustee today. Should you decide to appoint her, make a motion to do so. No one from the Library was in attendance to offer a recommendation, so the appoint is held until next month.

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Motion # 3

**REAPPOINT MS. TOWNSEND TO PB**

Motion made by Mrs. Hawley, seconded by Mr. Robert to reappoint Anna Townsend to the Planning Board, term will expire November 30, 2025.

Ayes 4 Hawley, Robert, Fisher-Davis, Cayey

Noes 0

Motion carried

Motion #4

**RELEVY UNPAID WATER & SEWER BILLS**

Motion made by Mr. Robert, seconded by Mrs. Hawley to authorize the unpaid water and sewer bills be relevied on to the Town & County Tax Bill for 2019.

Ayes 4 Hawley, Robert, Fisher-Davis, Cayey

Noes 0

Motion carried

Motion # 5

**AUTHORIZE TOWN CLERK TO ATTEND MEETING**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to authorize the Town Clerk to attend the NYSTCA quarterly meeting in Binghamton, December 3.

Ayes 4 Hawley, Robert, Fisher-Davis, Cayey

Noes 0

Motion carried

Motion # 6

**ACCEPT JEAN SUPERNAULT’S RESIGNATION AS LIBRARY TRUSTEE**

Motion made by Mrs. Hawley, seconded by Mr. Robert to accept (with gratitude) Jean Supernault’s resignation as Library Trustee. Her term was to expire December 31st, 2018.

Ayes 4 Hawley, Robert, Fisher-Davis, Cayey

Noes 0

Motion carried

**TOWN ENGINEER’S REPORT** Mr. Cayey report he had Mr. Tubilino come to Colton and take a look at the Highway Garage roof for replacement.

Motion # 7

**ADOPT 2019 BUDGET**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to adopt the budget for 2019.

Ayes 4 Hawley, Robert, Fisher-Davis, Cayey

Noes

Motion carried

## Resolution of the Colton Town Board to Adopt the 2019 Town Budget

**Whereas,** the Town Board met on this date and place as specified in the Public Hearing Notice on the Preliminary Budget and heard all persons asking to be heard,

**Therefore resolving that,** the unpaid water and sewer bills be relevied onto the 2019 Town and County tax bills, and

**Be it resolved** **that,** the preliminary budget be and hereby is adopted as the Annual Budget for the Town of Colton for the fiscal year beginning on the first day of January 2019 and that said budget be adopted and entered in detail in the minutes of the proceeding meeting,

**Now be it further resolved,** that the Town Clerk of the town shall prepare and certify in duplicate, copies of said Annual Budget as adopted by the Town Board pursuant to Section 202A Subdivision 2 of Town Law, and deliver one copy thereof to the Supervisor of the Town, in which he will present the said budget to the Legislative Body of the County.

Mr. Cayey asked if there was any other business, no.

Motion # 8

**ADJOURNMENT**

Motion made by Mr. Robert, seconded by Mrs. Hawley to adjourn.

Ayes 4 Hawley, Robert, Fisher-Davis, Cayey

Noes

Motion carried, 6:50 p.m.

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 Donna Arquiett, Town Clerk

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