**Regular Monthly Town Board Meeting, February 13, 2019**

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

Present: Grace Hawley, Dep. Supt. Councilpersons: Katheryn Hayes

 Darren Richards, DPW Supt. Lisa Fisher-Davis

 Donna Arquiett, Clerk Ronald Robert

 Kevin Hawley, Hwy. Supt.

Absent: George Cayey

Others present: Mary Jane Watson, Ruth McWilliams, Joe McWilliams, Jean Fallon, Kirke Perry

 and Jim McConkey

Deputy Supervisor Grace Hawley explained Mr. Cayey is on vacation and started the meeting with the Pledge of Allegiance.

 Mrs. Hawley asked if everyone had reviewed the minutes and if no questions or comments make a motion. Ms. Arquiett stated the resolution in last month’s minutes had an error that was fixed.

Motion # 1

**ACCEPT MINUTES**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to accept the minutes of December 12, 2018, Organizational Meeting of January 3, 2019 and Regular Monthly Meeting January 9, 2019.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried

Mrs. Hawley asked Board Members if they reviewed bills on Warrant # 2, any comments or questions? Transfers aren’t necessary this month.

Motion # 2

**PAY BILLS ON WARRANT # 2, BANK STATEMENT & RECONCILIATION**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to pay bills on Warrant # 2 as listed below along with the bank statement and reconciliation.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried

General Fund $ 50,505.88

Highway Fund $ 45,519.16

Library Fund $ 1,401.40

Colton Light District $ 800.90

South Colton Light District $ 753.36

Sewer District #1 $ 4,722.49

Water District #1 $ 4,053.33 Total $107,756.52

**LEGISLATOR’S REPORT** Ms. Arquiett read County Legislator Perkins’ report he emailed in his absence.

At the February 4th Full Board Meeting

We had 23 resolutions

We had 7 modifications to the budget

We had 6 vacancy positions that we filled

We had 5 Agreements/ Contracts to be signed

We had a resolution accepting a donation to the Office of the Aging from Blevins Auto of a vehicle, to be used for the meals delivery program.

We had a resolution requesting State funding for indigent defense parental representation.

We had a resolution creating a Self-Insured Reserve for cost of health care and Liability casualty fund.

We approved a Rabies Clinic to held at the Cornell Cooperative Extension on February 23 2019

We also Reappointed Amy Donah as a Conflict defender

Also, our Emergency Services Director has given his resignation, so we are looking for a new EMS director, if you know of anyone interested?

If anyone has any questions please feel free to reach out to me.

If I can get done early enough I will try to make the meeting.

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

He picked up a couple of loose dogs and returned them to their owners. This time of year most of the calls are welfare checks because an animal is outside in the weather.

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

* Renewal Applications –I am still waiting for the return of outstanding applications for Enhanced STAR, Senior Low Income and Low Income Disability. All renewal applications must be returned to me by **March 1st,** 2019. A reminder to those who have not returned the Enhanced STAR application, if the application, copies of income **and** the Income Verification Form (RP-425-IVP) are not returned the state will automatically reduce the Enhanced STAR to the Basic STAR. It is very important that all documents are returned as soon as possible.
* I reviewed permits this past weekend. I have just a few that I still need to visit and then the permit collection for 2019 will be complete.
* There were no valid sales for the past month

**Bti & INVASIVE SPECIES REPORT** Ms. Arquiett reported on Ms. Malik’s behalf in her absence.

Ms. Malik, Mr. Richards and Ms. Arquiett have been working on a grant applying for funds to control the milfoil.

What Ms. Malik and Mr. Richards decided totaled the grant request to $78,488.

**HIGHWAY REPORT** Mr. Hawley reported:

* Since the last board meeting we have been focusing mostly on snow and ice. We have also been doing vehicle maintenance.
* I did acquire a used 3/4 ton pickup from a school district in the Albany area. This truck has low mileage and according to the transportation Superintendent it’s mechanically sound. The price including auction fees is $7182. The bill is in this month’s round of bills. I contacted George and got the go ahead on this truck as the bid closed the evening after my surgery.
* I have been looking on the auction site and found a 2011 Ford truck 4wd, with plow and utility body in excellent shape with 54,000 miles. I would like to bid on it up to $20,000. Mrs. Fisher-Davis stated she had seen the pictures of the truck and looks in very good condition. Mr. Robert said he would rather see a new truck bought instead of a used one. Mr. Hawley said it’s because they cut his budget too much to afford a new one.

Motion # 3

**AUTHORZE HWY SUPT TO BID ON AUCTION TRUCK**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to authorize Mr. Hawley to bid up to $20,000 on the 2011 Ford Truck, 4 WD with utility box, plow and 54,000 miles.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried

**DPW REPORT** Mr. Richards reported:

*Transfer Station* Our electronic recycling company is no longer excepting tv’s of any kind, flat or RCTs. Working to find new recycling alternative. If we can’t something cheaper that .25 per pound, then we will no longer accept tv’s of any kind. I will keep the board updated. Mr. Robert asked what the Board could do to help, write a letter. Mr. Richards to draft letter for Dep. Supervisor to sign and fax.

*Water and Sewer*

Had a water leak on State Highway 56. A ¾ inch copper water lateral was punctured on the bottom of the line by a sharp rock with through pressure, movement and time finally split the copper line. State has been asked to add more-cold patch to the road surface. Water and Sewer are running smoothly right now.

*Building and Grounds*

New truck bid was accepted and it was ordered for BTI. The last month has kept us busy with snow and ice. Our sanding/plow truck has been utilized a great deal with ice especially. Rink has hosted over 1,125 people since the beginning of January. The attendance of the rink is very good. I’ll say again broomball, open skate and hockey are very popular in our community and the community appreciates the rink program.

Motion # 4

**SEND LETTER TO ELECTRONIC RECYCLING CO.**

Motion made by Mr. Robert, seconded by Ms. Hayes to send a letter from the Colton Town Board to the electronic recycling company to encourage them to work with us on the rates they charge the Town of Colton to pick up electronic waste.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried

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**SAFETY REPORT**

The crosswalks have a preliminary approval to go ahead with the permitting process. The traffic study passed in regards to the need for the walks. It looks like the State is intending to put in the curbing for all of South Colton later this spring. If this is the case, the crosswalk project for the town will be installed a much reduced price. All NCC safety measures including fire, carbon monoxide and security, (cameras and door alarms) are reinstalled in the Community Center.

**CODE ENFORCEMENT REPORT**

We are currently at 7 permits for the season and 5 subdivisions in total going to the Planning Board February 19th. A demolition permit is also pending this coming week.

**TOURICM/BEAUTIFICATION REPORT** Mrs. McWilliams reported:

As the committee continues to wind down its assistance with Winterfest it is starting to focus on spring and summer activities.

**Winterfest Wrap-Up**

The committee is concluding a number of things in preparation for the Winterfest wrap-up meeting scheduled by Grace Hawley, chair of the Winterfest Planning Committee, for Thursday, February 28.

* **Fund Raising for Neighborhood Center**—The Tourism & Beautification Committee is reviewing revenues and expenses associated with Winterfest including two major fund raising activities it organized: Silent Auction of Gift Baskets and Raffle of Owl Barn Quilt. The winners of the fourteen gift baskets contributed by the committee and others were notified on January 26 after the Craft Fair. And Brian Parrotte, winner of the Owl Barn Quilt, was notified after the winning ticket was drawn during the Wildlife Presentation on January 27. The committee’s contribution from these fund raising activities will be made to the Winterfest Planning Committee on February 28.
* **Remembrance Trees**—Committee is removing lights and decorations left by sponsors for the Department of Public Works to dispose of the trees as soon as weather permits.
* **Citizen of the Year Presentation**—The Virginia Smith Outstanding Citizen Award was presented by the Winterfest Committee on January 11 to James Cayey. The town website will be updated, adding James Cayey to the list and posting the Power Point presentation made during the event about contributions he has made over the years by volunteering and caring for neighbors.
* **Photos of Winterfest Events—**Gallery of past Winterfest photos will be updated with photos taken this year by organizers and others. Anyone with photos taken this year who would like them shared in this way should contact Ruth McWilliams (ruth@catamountlodge.com) for them to be considered.
* **Colton Apparel—**Winter-themed apparel, including short- and long-sleeve shirts, sweatshirts, and hoodies, being sold by the Tourism & Beautification Committee in conjunction with the Colton Historical Society willbe available to purchase at the Town Hall during the winter. Orders will be taken if the inventory does not include desired sizes.
* **Mini Barn Quilt Workshop**—One-day workshop postponed during Winterfest due to weather will be held on Saturday, February 23. The revised announcement is posted on the town website.

**Barn Quilts / Barn Quilt Tourism**

Interest in barn quilts in town and across the county is gaining momentum.

* **List and Map of Barn Quilts Around Town**—In preparation for Winterfest the town’s list and map of barn quilts up around town was updated. Photos of most of the 122 barn quilts are posted on the town website including four new bird barn quilts and the new mural (a panel barn quilt) about the town painted by Colton-Pierrepont Central School art students with help from others. The mural, officially unveiled during Winterfest, is temporarily installed in the upper foyer near the school auditorium; and the four birds are on the fence in the municipal parking area across from the Library along with two other birds installed in summer 2018.
* **New Barn Quilt Tourism Project**—During the holidays announcements were made by media about funding by New York’s Regional Economic Development Council to Traditional Arts in Upstate New York (TAUNY) to help expand barn quilt tourism in St. Lawrence County. TAUNY is collaborating with the St. Lawrence Arts Council, St. Lawrence County Chamber of Commerce, Hammond Barn Quilt Trail Committee, and Town of Colton Tourism & Beautification Committee on the project. It will involve a variety of artists, bus tours, and events in Hammond, Colton, and other towns. Planning for the project has just begun; and more details will be announced soon.

**Next Monthly Meeting**

The committee’s next meeting will be held on March 11 during which plans for spring and summer activities will be discussed including involvement in the Colton Country Days celebration in July.

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**LIBRARY REPORT** Jean Fallon, Library Trustee gave this report;

We removed the books from the handicap ramp. We had Aeon’s check the heating system since it hasn’t been working. They replaced a sensor wire and changed the oil filter, it is working good now.

**PLANNING/ZONING REPORT** Kirk Perry, Planning Board Vice-Chair reported;

The Planning Board meeting was held on January 15, 2019, 7:00pm. 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:

\* PB member J. Rousell discussed using Google Docs for any upcoming Planning Board meetings, documents, etc. In Google Docs Planning Board members as well as the secretary and Town CEO would have access to minutes, subdivisions, permits, anything that pertains to the Planning Board. This shared folder would allow the secretary to type minutes, then any member of the board could make changes accordingly, as well as view any and all documents for upcoming and previous meetings.

\* CEO Report

Mrs. Hawley reported receipt of a resignation from Laurie Thornton. We need to accept it and advertise the position.

Motion # 5

**ACCEPT RESIGNATION OF L. THORNTON**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to accept Laurie Thornton’s resignation from the Planning Board and authorize the Town Clerk to advertise the position.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried

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

* Tax collection has been especially challenging this year. People use cards so often they forgot how to write a check.
* I wrote a check to the Supervisor last week to cover our budget in full.
* The County sent the paper work to renew the tax collection warrant and to ask for money.
* Upon printing the balance report for the renewal, it showed we had an overpayment. I called the County to report it. I sent an email to MFW to find out where to send their reimbursement.
* Currently the bank has returned 3 checks for insufficient funds.
* George asked me to get the Sexual Harassment Policy to everyone that is an employee and or member of a board. They are to read it and sign a paper stating so and return the signed statement back to me.
* The Governor is willing to issue an Executive Order **extending the real property tax interest-free deadline by 21 days**
* The Governor’s office has indicated that the Executive Order will be issued “sometime this week.”  Once posted I will forward accordingly.  Please let me know if you have any additional questions or concerns.

**ENGINEER’S REPORT** Mr. Richards provided the Board with Town Highway Garage blueprints to review and accept. He added a cost analysis was done repair vs replace.

Motion # 6

**ACCEPT BLUEPRINTS**

Motion made by Mr. Robert, seconded by Mrs. Fisher-Davis to accept the blueprints provided to replace the Highway Garage roof.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried

Mrs. Hawley offered Courtesy of the Floor. No one had anything to say.

Motion # 7

**ADJOURNMENT**

Motion made by Mrs. Fisher-Davis, seconded by Mr. Robert to adjourn.

Ayes 4 Fisher-Davis, Robert, Hayes, Hawley

Noes 0

Motion carried, 7:45 p.m.

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 Donna Arquiett, Town Clerk

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