

**VILLAGE OF PARISH
BOARD OF TRUSTEES
FEBRUARY 16, 2011**

REGULAR MEETING

Meeting opened at 7 pm by Mayor Heagle. All said the pledge.

Present: Leon Heagle, Mayor Patricia Lewis, Trustee
Neil Chatterton, Trustee Robert Ventre, Attorney
Doug Houghton, Trustee Kevin Dwyer, Treasurer
Scott Allardice, Trustee

Also present: John Woods, Burley-Guminiak; Steve Stauffer, VRI; Dean Smith, Allure; Paul Baxter, Tug Hill Representative

Approval of Minutes:

The Board was unable to approve the January 13th, 2011 Joint Board meeting minutes because only the Mayor and one Trustee were present.

Motion was made by Trustee Chatterton to approve the January 19th, 2011 Regular Village Board Meeting minutes as presented, seconded by Trustee Lewis, carried.

Motion was made by Trustee Houghton to approve the January 26th, 2011 Special Meeting minutes as presented, seconded by Trustee Chatterton, carried.

Motion was made by Trustee Chatterton to approve the February 10th, 2011 Joint Board meeting minutes as presented, seconded by Trustee Houghton, carried.

Reports:

Legislator Barry Leemann: Tabled, Legislator Barry Leemann not present.

Building Inspector & Code Enforcer, Maureen Wafer: The Board went over the report from Maureen.

Motion was made by Trustee Chatterton to approve the Building Inspector & Code Enforcer report for January as presented, seconded by Trustee Lewis, carried.

Sewer Plant Report, VRI, Inc.: Steve Stauffer went over the January WWTP report with the Board. He stated the loader has a fluid leak and the truck front end needs shock repair. There was discussion on the electric expenditures for the WWTP. Steve said they would be going over budget on 2010-2011 calendar year with 6960-kilowatt hours more and an additional \$1696.82 cost. They talked about the issues for this increase.

Motion was made by Trustee Chatterton to take the truck to the garage for an estimate of repair on the front shocks, seconded by Trustee Lewis, carried.

Motion was made by Trustee Lewis to accept the January WWTP report as presented, seconded by Trustee Chatterton, carried.

Tug Hill Representative, Paul Baxter: Tabled, Paul Baxter not present.

Chamber of Commerce, Dan Dalin: Tabled, Dan Dalin not present.

Task Force Committee: Mayor Heagle stated they had their meeting.

Water Committee, Scott Allardice: Mayor Heagle stated this is at a stand still.

Burley-Guminiak, John Woods - Regarding HUD Grant:

Mayor Heagle stated there was a meeting yesterday with Steve Stauffer, John Woods, Mary Chappell and Terry Deuel on the HUD Grant and updates on the plant. John Woods handed out a list of "Sewer Upgrades" to review. They discussed the items that may require spending \$100,000 before the end of the fiscal year. John talked about an EFC loan with 0% interest for 30 years. He explained the upgrade cost at \$1,300,000 and that this would increase the sewer fees to \$753 a year and with the school closing the increase would be \$858 a year. There was discussion on the upgrade project items and the loans. Electric upgrades would be around \$150,000. John gave several options to discuss on the plant. There will be another meeting on April 5th. John Woods and Mayor Heagle stated the Board has to discuss what they want to do with the WWTP and funding, as a decision needs to be made by June.

Tug Hill Representative, Paul Baxter: Paul stated the Tug Hill Commission as of April 1st would have zero funding and be out of legislation. He said one thing that can be done is to pass a resolution like others are doing. See attached resolution.

Motion was made by Trustee Allardice to adopt the "Resolution Supporting the New York State Tug Hill Commission," seconded by Trustee Chatterton, carried.

The clerk was asked to send the resolution with a letter to those listed at the bottom of the resolution. Paul Baxter presented a bill for the SRCG to process. He said there would be Zoning training in March and he will let us know the dates.

Allure Visual Color guard – Dean Smith: Dean stated that Allure is in 4th place across the State, they were 6th last year. He asked if they could use the building from 8am to 6:30pm on Saturday the 19th with APW Winter guard coming in and using the gym while Allure is out for a while in the afternoon. There was discussion on times to let them in, as they would be leaving part of the day but coming back.

Motion was made by Trustee Allardice to allow Allure and APW to use the gym on Saturday, February 19th from 8am to 6:30pm, seconded by Trustee Chatterton, carried.

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Continued:**

Girls Modified Basketball – Ken Fields: Ken came to the Board to ask for the use of the gym but they do not have insurance so they would not be able to.

Unfinished Business:

Sewer Treatment Plant Restoration & Update on Engineering – Auditor: Mayor Heagle stated that John Woods covered most of this. Mayor Heagle stated they put more money into the loader repair that the loader is worth and a new piece of equipment is needed. Trustee Houghton asked when we would be discussing what projects we want or need to do. Discussion followed.

Parish Elementary re-use:

Mayor Heagle felt the 1st meeting with the school consultant went very well. He said there is one more interview tomorrow then two next weeks. He feels that by next Board meeting there should be more information and input. Discussion followed.

Proposal on culvert and ditch on Union Street – to be addressed in spring.

Timber theft on former dump: Attorney Ventre said Attorney Genant was going to get the trial adjourned but that is not necessary now.

Action on Zoning Regulations: Treasurer Dwyer stated the Planning Board would get the full document at their meeting on February 28th and final look over. It will then go the Village Board for the March or April meeting.

Discussion on stairs to 2nd floor: Mayor Heagle said they have to be looked at. Trustee Allardice stated the Village should bring someone in to look at the stairs. Trustee Chatterton said the bottom step is cracked and another one is tipped. Discussion followed. Mayor Heagle said he would call Old School House.

WWTP surplus equipment – to be addressed in spring: Mayor Heagle got an email from someone but we did not have what they were looking for.

Job Description Manual – update: This is being worked on.

Village Election: Mayor Heagle received paper work today and read it to the board. Mayor Heagle said we would do the paper ballots as before.

New Business:

WWTP design, planning & flow management: Mayor Heagle stated he would not read it all and gave it to the Board to review. Attorney Ventre had several questions.

Motion by Trustee Houghton, and seconded by Trustee Chatterton to adopt the following resolution:

SEQR Resolution

Whereas the Village of Parish is considering the adoption of an Implementation Plan for the integration of grant management related to a project for the replacement of certain pump stations utilized in the Village sewer system which is to be financed by a Community Development Block Grant; and

Whereas it is required to review the environmental impact of such proposed action; and

Whereas it has caused this matter to be evaluated pursuant to the provisions of Part 617 of the NYCRR;

Now therefore it is hereby resolved:

That the action above constitutes a Type II action pursuant to 6NYCRR 617.5©2 and as such no further action is required under said regulations.

Roll taken:

<u>Neil Chatterton, Trustee</u>	<u>Yea</u>
<u>Doug Houghton, Trustee</u>	<u>Yea</u>
<u>Scott Allardice, Trustee</u>	<u>Yea</u>
<u>Patricia Lewis, Trustee</u>	<u>Yea</u>
<u>Leon Heagle, Mayor</u>	<u>Yea</u>

Motion by Trustee Houghton, seconded by Trustee Chatterton to adopt the Implementation Plan, Village of Parish as to the CDBG Grant concerning the project to replace the sewer pumps as said plan is set forth in writing on file with the Village Clerk and ratify the Mayor's prior signature thereon, to execute such

Roll taken:

<u>Neil Chatterton, Trustee</u>	<u>Yea</u>
<u>Doug Houghton, Trustee</u>	<u>Yea</u>
<u>Scott Allardice, Trustee</u>	<u>Yea</u>
<u>Patricia Lewis, Trustee</u>	<u>Yea</u>
<u>Leon Heagle, Mayor</u>	<u>Yea</u>

Contract for Mary Chappell: Mayor Heagle said the services for Municipal Solutions Contract had never been signed.

Motion made by Trustee Chatterton to ratify the Mayor's signature on the June 19, 2009 contract, seconded Trustee Houghton.

Resolution supporting NYS Tug Hill Commission: Done previously, see Tug Hill Representative, Paul Baxter.

Overall Administrative Plan – CDBG: Done previously, see Burley-Guminiak, John Woods – regarding HUD Grant.

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Continued:**

Draw Down CDBG: Mayor Heagle asked for approval of authorized draw down signatures.

Motion made by Trustee Houghton to approve draw down #1 of CDBG for \$3,276.48, seconded by Trustee Allardice, carried.

Comprehensive Plan: Mayor Heagle stated the Joint Public Hearing was held on February 10th and now has to be approved by each Board.

Motion made by Trustee Allardice to accept the Joint Comprehensive Plan as presented, seconded by Trustee Houghton, carried.

Shades & Valances for Clerks office: The Village Clerk presented the Board with a cost of approximately \$350 for four shades, four valances and fixtures for the Clerk's office.

Motion made by Trustee Chatterton to allow the Village Clerk to purchase the four shades, valances and fixtures for the Clerk's office, seconded by Trustee Lewis, carried.

Letter from Central Square Mayor: Mayor Heagle received a letter from the Mayor of Central Square regarding tattoo parlors. Mayor Heagle felt it was something to look at. He gave the information to Attorney Ventre to review. Paul Baxter said it was not so much about the State and Health regulations but the locations of the business.

Grievances or Concerns: None presented

Treasurer: Treasurer Kevin Dwyer asked the Board about waiving penalty on a sewer bill that was received on time but not found till later.

Motion made by Trustee Chatterton to waive the penalty to the sewer account discussed, seconded by Trustee Houghton, carried.

Paychex access: Treasurer Dwyer asked the Board if they would be interested in employees having access to their payroll information. The Board asked the Clerk to get more information on this.

Payment of bills:

General Fund **\$6,440.12**

Motion was made by Trustee Lewis to pay the General Fund bills for vouchers 901 through 921 for a total warrant of \$6,440.12, seconded by Trustee Houghton, carried.

Sewer Fund **\$6,210.92**

Motion was made by Trustee Chatterton to pay the Sewer Fund bills for vouchers 901 through 911 for a total warrant of \$6,210.92, seconded by Trustee Lewis, carried.

Kinsley Power Systems – Maintenance Contract (due 2/14) **\$275.00**

Motion was made by Trustee Chatterton to pay Kinsley Power System maintenance contract bill after the first of March, seconded by Trustee Allardice, carried.

Williamson Law Book Co. – Accounting Software (due 3/17) **\$825.00**

Motion was made by Trustee Houghton to pay Williamson Law book Accounting Software bill after the first of March, seconded by Trustee Allardice, carried.

SRCG – Paul Baxter: Paul asked the Board to approve a bill he had to be paid from the SRCG to the NYS Tug Hill Commission.

Motion made by Trustee Allardice to have the Treasurer pay the bill for the SRCG, seconded by Trustee Allardice.

Paul told the Board it was time to review the e-mail contract. The Board told Paul to do this and to submit a bill to the Village next month.

Motion made by Trustee Chatterton to adjourn the meeting at 8:50pm, seconded by Trustee Houghton, carried.

Respectfully submitted,

Patricia French,
Village Clerk