

**TOWN BOARD OF GENOA
ORGANIZATIONAL & REGULAR MEETING**

January 15, 2014

An Organizational and Regular meeting of the Town Board of Genoa, Cayuga County, State of New York was held at the Town Hall, 1000 Bartnick Road, Genoa NY on January 15, 2014

| | | |
|---------|------------------------------|----------------|
| Present | Lorie Fessenden, Supervisor | Brenda Tyrrell |
| | Cheryl Shields, Board Member | Mick Piechuta |
| | Done Slocum, Board Member | Kim Bennett |
| | Brandon White, Board Member | Frank Slocum |
| | Al Armstrong, Board Member | Joe Wargo |
| | Sue Moss, Clerk | |

The Organizational meeting was called to order at 6:00 p.m. by Supervisor Lorie Fessenden with the Pledge of Allegiance to the Flag.

The first order of business was the swearing in of Supervisor Lorraine S. Fessenden, Town Council Person Albert Armstrong and Town Council Person Donald Slocum.

There was a break in the Organizational Meeting so that Code Enforcement Officer Mick Piechuta could submit his December and Annual report to the Board.

CODE ENFORCEMENT REPORT (December 2013)

Hours: 18.5

Miles: 40

PERMITS ISSUED:

| | | |
|--------------------------------|---------------------|-------------|
| 13 - 53 Jasper Redmond | 145 Lake Road | Garage |
| 13 - 54 John Burnham/J. Posner | 695 FL #7 | Stairs |
| 13 - 55 Caleb Ragusa | 632 Bartnick Road | Addition |
| 13 - 56 AT&T/General Dynamics | 8407 State Route 90 | Renovations |
| 13 - 57 Steve Morse | 1316 Oberon Drive | Pole Barn |

INSPECTIONS:

| | | | |
|------------|---------------|------------------------|--------------|
| R. Brisson | Powers Road | Joel Lewis | Oberon Drive |
| C. Ragusa | Bartnick Road | KFFD | Route 34B |
| R. Carlton | Powers Road | Man in the Moon Bakery | Route 34B |

COMMENTS/QUESTIONS/CONCERNS:

- Continue to monitor outstanding permits.
- Continue to work with residents on future projects and bring outstanding permits up to date.

ANNUAL REPORT 2013

| | |
|-------------------------------|-----------------------|
| Building permits issued | 57 (5 more than 2012) |
| New Homes | 8 |
| Commercial | 0 |
| Repairs/Alterations/Additions | 26 |
| Accessory Structures | |
| Sheds-Garages-Pole Barns | 19 |
| Pools | 5 |
| Systems | |
| Heating, Electrical, Chimneys | 1 |
| Demolition | 5 |
| Special Permits | 1 |

Fees \$ 6,635

Estimated Value Increase \$1,709,000

1. **Officers and Employees:**

- a) Resolution 1-2014 Be it resolved that in lieu of individual undertakings as required by Section 25 of the Town Law, the Genoa Town Board authorizes a blanket undertaking permitted by Section 11(2) of the Public Officers Law covering officers, clerks and employees of the town. This blanket undertaking indemnifies the Town against losses caused by the failure of officers and all other employees to faithfully perform their duties or by their fraudulent or dishonest acts for the year 2014.
- b) Resolution 2-2014 Be it resolved that the Genoa Town Board approves the Appointments found at Attachment A.
- c) Resolution 3-2014 Be it resolved that the Genoa Town Board approves the Schedule of Salaries for elected and appointed officials and employees for 2014 found in Attachment B.
- d) Resolution 4-2014 Be it resolved that the Genoa Town Board approves the Payroll Schedule identified as Attachment C.
- e) Resolution 5-2014 Be it resolved that any elected or appointed town official and town employee who uses a private vehicle in performing official duties for the Town of Genoa may be reimbursed at the rate of .56 cents per mile, pending approval by the Town of Genoa Board. A trip log may be required at anytime.
- f) Resolution 6-2014 Be it resolved that the Genoa Town Board approves the Holiday Calendar identified as Attachment D.

Resolution 7-2014 **APPROVAL RESOLUTIONS 1-2014 THROUGH 6-2014**

On a motion of Board Member Shields, seconded by Board Member Armstrong, the following resolution was

ADOPTED Ayes 5 Slocum, Shields, Armstrong, Fessenden, White
Nays 0

Resolved to accept Resolutions 1-2014 through 6-2014

2. **Town Board**

- a) Resolution 8-2014 Be it resolved that the following committees are set forth by the Supervisor:
 - (1) Water Committee, liaised by Councilwoman Shields
 - (2) Comprehensive Planning Committee, liaised by Councilman Armstrong
- b) Resolution 9-2014 Be it resolved that the Genoa Town Board will continue with the practice of using the rules as outlined in the 2006 Town Law Manual until such time as the majority of the board feels that more specific rules are needed.
- c) Resolution 10-2014 Be it resolved that the Genoa Town Board shall convene for purposes of a regular Town Board Meeting on the second Wednesday of each month at 7:00 p.m. at the Genoa Town Hall, 1000 Bartnick Road, Genoa, New York.
- d) Resolution 11-2014 Be it resolved that the Auburn Citizen and/or the Moravia Republican Register shall be designated as the official newspaper of the Town of Genoa for all legal notices. The Cortland Shopper and/or the Southern Cayuga Tribune may be used for non-legal announcements.

Resolution 12-2014 **APPROVAL RESOLUTIONS 8-2014 THROUGH 11-2014**

On a motion of Board Member Shields, seconded by Board Member White, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong
Nays 0

Resolved to accept Resolutions 8-2014 through 11-2014

3. New York State & Local Government Retirement System

Resolution 13-2014 Be it resolved that a Standard Work Day and Reporting Procedure is established for Town of Genoa employees participating in the New York State and Local Government Retirement System as described at Attachment E.

Resolution 14-2014 **APPROVAL RESOLUTIONS 13-2014**

On a motion of Board Member Shields, seconded by Board Member Slocum, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong
Nays 0

Resolved to accept Resolution 13-2014

4. Fiscal Matters

- a) Resolution 15-2014 Be it resolved that the official repository for the Town of Genoa Supervisor, Town Clerk/Collector and Water Department Clerk shall be the Cayuga Lake National Bank.
- b) Resolution 16-2014 Be it resolved that the Genoa Town Board authorizes the Supervisor to pay for public utility services such as gas, electric, water, sewer, fuel oil and telephone service as well as for postage, freight and express charges in advance of audit of claims. Claims for these payments shall be presented at the next regular meeting for audit.
- c) Resolution 17-2014 Be it resolved that the Genoa Town Board establishes a Town Clerk petty cash fund of \$125.00.
- d) Resolution 18-2014 Be it resolved that the Supervisor is authorized to invest any available funds, consistent with Town obligations, on a timely basis in such manner that funds accrue the largest return for the Town and still comply with the requirements of New York State.
- e) Resolution 19-2014 Be it resolved that the Superintendent of Highways is authorized to spend up to \$6,000.00 in aggregate from the Highway Department budget without prior approval of the Board.
- f) Resolution 20-2014 Be it resolved that any purchase by Town Officials or other Town employees other than the Superintendent of Highways in excess of \$1,200 must receive Town Board approval. Emergency purchases in excess of \$1,200 may be authorized by the Supervisor or the Deputy Supervisor.
- g) Resolution 21-2014 Be it resolved that any check rendered to the Town of Genoa and returned for any reason may be charged a \$35.00 redemption fee.
- h) Resolution 22-2014 Be it resolved that the Deputy Supervisor be empowered to sign checks in the absence of and/or at the request of the Supervisor.
- i) Resolution 23-2014 Be it resolved that the Supervisor shall file with the Town Clerk within 60 days after closing of the fiscal year, a copy of the Annual Update Document to the state comptroller. Be it further resolved that the Town Clerk shall publish in the official newspaper, within 10 days, notice that said report is on file for public inspection in the Clerk's office.

Resolution 24-2014 **APPROVAL RESOLUTIONS 15-2014 THROUGH 23-2014**

On a motion of Board Member Shields, seconded by Board Member Slocum, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong
Nays 0

Resolved to accept Resolutions 15-2014 through 23-2014

5. **General Matters**

- a) Resolution 25-2014 Be it resolved that the Genoa Town Board appoints _____ to serve as delegate to the 2014 New York State Association of Towns Annual Meeting in New York City.

Resolution 26-2014 **RESOLUTION 25-2014 TO BE LEFT BLANK**

On a motion of Board Member Slocum, seconded by Board Member Shields, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong
Nays 0

Resolved to accept Resolution 26-2014

- b) Resolution 27-2014 Be it resolved that the Genoa Town Board adopts the Code of Ethics as in Attachment F.

Resolution 28-2014 **APPROVAL RESOLUTION 27-2014**

On a motion of Board Member Shields, seconded by Board Member Slocum, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong
Nays 0

Resolved to accept Resolution 28-2014

Attachments:

A - Appointments

B – Schedule of Salaries

C – Pay Schedule

D – Holiday Schedule

E – Standard Work Day and Reporting Procedure

F – Code of Ethics

Attachment A

APPOINTMENTS for 2014

- a. Assessor: Heather Garner – six-year term expiring 12/31/2019
- b. Attorney to Town: Thaler & Thaler (Guy Krogh) – one-year term expiring 12/31/2014
- c. Board of Assessment Review: Five-year terms
 - (1) Stuart Underwood – term expiring 10/01/2013 to 09/30/2018
 - (2) Carol Robinson – term expiring 10/01/2012 to 09/30/2017
 - (3) Kenton Patchen – term expiring 10/01/2011 to 09/30/2016
- d. Clerk to the Water District (Part-time): Brenda Tyrrell– one-year term expiring 12/31/2014
- e. Code Enforcement Officer: Michael Piechuta – one-year term expiring 12/31/2014
- f. Court Clerk: Brenda Tyrrell– term coincides with term of Justice
- g. Deputy Highway Superintendent: vacant
- h. Deputy Registrar of Vital Statistics, two year term: Lorie Sellen-Gross – term expiring 12/31/2015
- i. Deputy Supervisor: Vacant – one year term expiring 12/31/2014
- j. Dog Control Officer: Carl Collier – yearly contract expiring 12/31/2014
- k. Dog Enumerator: Vacant-one-year term expiring 12/31/2014
- l. Registrar of Vital Statistics: Susan Moss – two-year term expiring 12/31/2015
- m. Records Management Clerk: Lorie Fessenden – one year term expiring 12/31/2014
- n. Secretary to Town Supervisor: Bonnie Johnson – one-year term expiring 12/31/2014
- o. Superintendent of Highways: Frank Sellen – two year term expiring 12/31/2015
- p. Town Budget Director: Lorie Sellen-Gross – one-year term expiring 12/31/2014
- q. Town Historian: Marilyn Mann – one year term expiring 12/31/2014
- r. Town Payroll Officer: Bonnie Johnson– one-year term expiring 12/31/2014

Attachment B

SCHEDULE OF SALARIES FOR 2014

- a. Assessor: \$17,771.00 annual salary prorated monthly
- b. Attorney to the Town: Per current contract at hourly rate
- c. Board of Assessment Review Member: \$200.00 annual salary pro-rated monthly & paid the last payroll of the year or when term expires
- d. Board of Appeals Member: \$200.00 annual salary pro-rated monthly & paid the last payroll of the year or when term expires
- e. Clerk to the Water District (Part-time): \$4,280.00 – annual salary prorated monthly & paid at the end of each month
- f. Code Enforcement Officer: \$9,000– annual salary prorated monthly & paid at the end of each month
- g. Court Clerk: \$6,000– annual salary prorated monthly & paid at the end of each month
- h. Deputy Registrar of Vital Statistics \$10 per service as received by the Supervisor
- i. Dog Control Officer: \$3,600.00 year per current contract paid monthly
- j. Dog Enumerator: \$2.00/dog plus mileage at the town's reimbursement rate
- k. Motor Equipment Operator: \$16.38/hour for a 40 hour week with time and a half over 40 hours
- l. Motor Equipment Operator Part-time: \$15.00 hour with time and a half over 40 hours
- m. Registrar of Vital Statistics: \$10 per service as received by the Supervisor
- n. Records Management Clerk: \$20.00 per hour not to exceed line item of budget
- o. Secretary to Town Supervisor: \$8,160 annual salary prorated monthly & paid at the end of each month
- p. Superintendent of Highways: \$49,400.00 annual salary prorated to be paid on the 15 and last day of each month
- q. Town Budget Director: \$1,000.00 annual salary paid on 12/15
- r. Town Budget Director Assistant: \$100.00 annual salary pro-rated monthly & paid on 12/15
- s. Town Clerk/Tax Collector: \$10,700 annual salary prorated monthly prorated monthly & paid at the end of each month
- t. Town Council Member: \$3,100 annual salary paid in lump sum on 12/15
- u. Town Historian: \$1,400.00 – annual salary prorated monthly prorated monthly & paid at the end of each month
- v. Town Justice: \$8,500 – annual salary prorated monthly prorated monthly & paid at the end of each month
- w. Town Supervisor: \$11,000 annual salary prorated monthly prorated monthly & paid at the end of each month
- x. Water Maintenance Worker: \$16.88/hour with time and a half over 40 hrs

Attachment C

**2014 EMPLOYEE PAY SCHEDULE
TOWN OF GENOA**

| <u>FROM – TO</u> | <u>PAY DATE</u> | <u>FROM – TO</u> | <u>PAY DATE</u> |
|-------------------------|------------------------|-------------------------|------------------------|
| 12/24/13 thru 01/06/14 | 1 - 01/09/14 | 06/24/14 thru 07/07/14 | 14 - 07/10/14 |
| 01/07/14 thru 01/20/14 | 2 - 01/23/14 | 07/08/14 thru 07/21/14 | 15 - 07/24/14 |
| 01/21/14 thru 02/03/14 | 3 - 02/06/14 | 07/22/14 thru 08/04/14 | 16 - 08/07/14 |
| 02/04/14 thru 02/17/14 | 4 - 02/20/14 | 08/05/14 thru 08/18/14 | 17 - 08/21/14 |
| 02/18/14 thru 03/03/14 | 5 - 03/06/14 | 08/19/14 thru 09/01/14 | 18 - 09/04/14 |
| 03/04/14 thru 03/17/14 | 6 - 03/20/14 | 09/02/14 thru 09/15/14 | 19 - 09/18/14 |
| 03/18/14 thru 03/31/14 | 7 - 04/03/14 | 09/16/14 thru 09/29/14 | 20 - 10/02/14 |
| 04/01/14 thru 04/14/14 | 8 - 04/17/14 | 09/30/14 thru 10/13/14 | 21 - 10/16/14 |
| 04/15/14 thru 04/28/14 | 9 - 05/01/14 | 10/14/14 thru 10/27/14 | 22 - 10/30/14 |
| 04/29/14 thru 05/12/14 | 10 - 05/15/14 | 10/28/14 thru 11/10/14 | 23 - 11/13/14 |
| 05/13/14 thru 05/26/14 | 11 - 05/29/14 | 11/11/14 thru 11/24/14 | 24 - 11/27/14 |
| 05/27/14 thru 06/09/14 | 12 - 06/12/14 | 11/25/14 thru 12/08/14 | 25 - 12/11/14 |
| 06/10/14 thru 06/23/14 | 13 - 06/26/14 | 12/09/14 thru 12/22/14 | 26 - 12/25/14 |

Attachment D

2014 Town Holiday Schedule

| | |
|-----------------------------|------------------|
| Wednesday, January 1, 2014 | New Year's Day |
| Monday, February 17, 2014 | President's Day |
| Monday, May 26, 2014 | Memorial Day |
| Friday, July 4, 2014 | Independence Day |
| Monday, September 1, 2014 | Labor Day |
| Monday, October 6, 2014 | Columbus Day |
| Tuesday, November 4, 2014 | Election Day |
| Monday, November 10, 2013 | Veterans' Day |
| Thursday, November 27, 2014 | Thanksgiving Day |
| Thursday, December 25, 2014 | Christmas Day |

Attachment E

Standard Work Day and Reporting Resolution

BE IT RESOLVED, that the Town of Genoa hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

| Title | Name | Standard Work Day (Hrs/day or Hrs/month) | Term Begins/Ends | Participates in Employer's Time Keeping System (Y/N) | Days/Month (based on Record of Activities) |
|----------------------------|-----------------------|--|-----------------------|--|--|
| Elected Officials | | | | | |
| Councilman | Albert J. Armstrong | 6/month | 01/01/2014-12/31/2016 | N | |
| Supervisor | Lorraine S. Fessenden | 6/day | 01/01/2014-12/31/2015 | N | |
| | | | | | |
| | | | | | |
| Appointed Officials | | | | | |
| Highway Superintendent | Frank Sellen | 8/day | 01/01/2014-12/31/2015 | N | |
| Assessor | Heather Garner | 6/day | 01/01/2014-12/31/2019 | N | |
| | | | | | |
| | | | | | |

On this **15th** day of January, 2014

Date enacted: January 15, 2014

(Signature of clerk)

I, Susan B. Moss, clerk of the governing board of the Town of Genoa, of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 15th day of January, 2014 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto
 Set my hand and the seal of the

(Name of Employer)



(seal)

Affidavit of Posting

Location Code: 06

Employer Name: Town of Genoa

This document is an affidavit attesting that the Standard Work Day and Reporting Resolution was posted and available to the public for a minimum of 30 days.

State of New York

County of Cayuga

**Susan B. Moss being duly sworn, deposes and says
(Town Clerk)**

- 1. That she is the Clerk of the Town of Genoa.**
- 2. That the posting of the Resolution began on January 7, 2013 and continued for 30 days.**
- 3. That the Resolution is/was posted and available to the public on the Town's:**

XX Official Sign Board

XX Main entrance to the office of the clerk at

**The Town Hall
1000 Bartnick Road
Genoa, NY 13071**

Attachment F

2013 CODE OF ETHICS - TOWN OF GENOA

- 1. Definition.** The term “Town Agency” shall mean any department or office of the Town of Genoa, New York. The term “Board” shall mean Town Board of the Town of Genoa, New York.
- 2. Rule with respect to conflicts of interest.** No officer or employee of a Town Agency or member of the Board should have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity or incur any obligation of any nature, which is in substantial conflict with the proper discharge of duties in the public interest.
- 3. Standards.**
 - a. No such officer or employee or member of the Board should accept other employment which will impair independence of judgment in the exercise of official duties.
 - b. No such officer or employee or member of the Board should accept employment or engage in any business or professional activity which will require disclosure of confidential information gained by reason of official position or authority.
 - c. No such officer or employee or member of the Board should disclose confidential information acquired in the course of official duties nor use such information to further personal interests.
 - d. No such officer or employee or member of the Board should use or attempt to use an official position to secure unwarranted privileges or exemption(s) for anyone.
 - e. No such officer or employee or member of the Board shall engage in any transaction as representative or agent of the Town of Genoa, New York, with any business entity in which the individual has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of official duties.
 - f. An officer or employee or member of the Board should not by his conduct give reasonable basis for the impression that any person can improperly influence his or unduly enjoy his favor in the performance of official duties, or that he is affected by the kinship, rank, position or influence of any party or person.
 - g. An officer or employee or member of the Board should abstain from making personal investments in enterprises which he has reason to believe they may be directly involved in decisions to be made by him or which will otherwise create substantial conflict between duty in the public interest and private interest.
 - h. An officer or employee or member of the Board should endeavor to pursue a course of conduct which will not raise suspicion among the public that the individual is likely to be engage in acts that are in violation of the public interest.
 - i. No such officer or employee or member of the Board employed on a full-time basis nor any firm or association of which such officer or employee or member of the Board is a member nor corporation a substantial portion of the stock of which is owned or controlled directly or indirectly by such officer or employee or member of the Board should sell goods or services to any person, firm, corporation or association which is licensed or whose rates are fixed by the Town Agency in which such officer or employee or member of the Board serves or is employed.
 - j. If any such officer or employee or member of the Board shall have a financial interest, direct or indirect, having a value of ten thousand dollars or more in any activity which is subject to the jurisdiction of a town regulatory agency, a written statement must be filed with the Town Clerk attesting to such a financial interest in such activity, which statement shall be open to public inspection.
- 4. Violations.** In addition to any penalty contained in any other provision of law any such officer, member or employee who shall knowingly and intentionally violate any of the provisions of this section may be fined, suspended or removed from office or employment in the manner provided by law.

With no further business, on a motion of Board member Shields, seconded by Board member White, the 2014 Organizational meeting was adjourned at 6:35 p.m. Carried unanimously.

The regular Town Board meeting was called to order at 6:36 p.m. by Supervisor Lorie Fessenden with the Pledge of Allegiance to the Flag.

RESOLUTION 29-2014 APPROVAL OF TRANSFERS

On a motion of Board member Shields, seconded by Board member White, the following resolution was

ADOPTED Aye 5 Fessenden, Shields, Slocum, Armstrong, White
 Nays 0

Resolved that the Supervisor would transfer \$1000 from A1990.4 to A5132.4

SUPERVISOR'S REPORT

Lorie Fessenden

Still no money from the State with regards to the cancelled bridge work.

RESOLUTION 30-2014 APPROVAL OF SUPERVISOR'S REPORT

On a motion of Board member Shields, seconded by Board member White, the following resolution was

ADOPTED Ayes 5 Slocum, Shields, White, Fessenden, Armstrong
 Nays 0

Resolved that the December 2013 Supervisor's Report be approved.

RESOLUTION 31-2014 APPROVAL OF December 27 MEETING MINUTES

On a motion of Board member Armstrong, seconded by Board member White, the following resolution was

ADOPTED Ayes 3 Fessenden, Armstrong, White
 Nays 0
 Abstain 2 Shields, Slocum

Resolved that the December 27, 2013 meeting minutes be approved

CLERK'S REPORT

Report on Revenues from Clerk's Office for December 2013

| | |
|------------------|--------|
| Dog Licenses | 129.00 |
| Building Permits | 556.90 |
| Certified Copies | 20.00 |
| Marriage License | 17.50 |

Disbursements for November

| | |
|-----------------------------|-----------|
| Pd to Supervisor | \$ 723.40 |
| Pd to NYS Ag & Markets | 21.00 |
| Pd to NYS Health Department | 22.50 |

RESOLUTION 32-2014 CLERK'S REPORT

On a motion of Board member Shields, seconded by Board member Armstrong, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong
 Nays 0

Resolved that the December 2013 Clerk's Report be accepted

REPORTS

HIGHWAY REPORT

Brandon White

Through the month of December the men have been plowing and sanding Town and County roads. They applied 356 ton of salt cinder mix to the County Roads and 281 ton of mix to our own Town Roads.

Evan Shimel, from the NYS.D.O.T has sent the Town another Schedule A to be signed and added with the supplemental agreement that is already in place. This will allow the Town to be 100% reimbursed for the bridge project money.

Last but not least, a big thank you to our outgoing board member, Dale Sellen for being the highway employee's liaison and for lending an ear for venting our problems.

WATER REPORT

Sue Moss

December total - 1,671,500 gallons

Daily average - 53,900 gallons

DOG CONTROL REPORT

None

WATER COMMITTEE REPORT

Cheryl Shields

Cheryl has talked with Tim Buhl. He hopes to meet with the Water Committee at their March meeting with a completed report. If there are questions by the Town Board, perhaps he can be asked to attend the March Board meeting.

BUILDINGS AND GROUNDS COMMITTEE

Cheryl Shields

Cheryl forgot to speak with Phil Kenyon regarding the Highway garage electrical job. She will call him tomorrow.

PROGRAMS AND GRANTS

None

HISTORIAN

None

RESOLUTION 33-2014 **APPROVAL OF BILLS**

On a motion of Board member White, seconded by Board member Shields, the following resolution was

ADOPTED Ayes 5 Fessenden, Slocum, Shields, White, Armstrong

Nays 0

Resolved to accept the bills as presented.

OLD BUSINESS

There are still forms to be signed by the County with regard to Broadband installation Lorie checked with the DEC and there was nothing new to report on the Caitlin Julia Enterprises LLC mining permit.

The Moratorium committees will be getting to work soon. The Town of Scipio is working on a road use agreement in this regard.

NEW BUSINESS

Ralph Gray will be speaking with 2 Board members concerning his position with the Town Court.

Board members Shields and Armstrong will meet with him Wednesday night, January 22 at 7 p.m.

A couple of changes have been made to the Employee Handbook - the health insurance deductible amount is down and the rates are up.

Kim Bennett presented his Checklist for Review of Justice Court Records for 2013. He went over each item with the Board as part of his annual audit requirement. Of the monies taken in by the Court, \$20,000 went to the State and the Town received \$8,000

Lorie received a check from the County for sales tax revenue. It was less than last year at this time.

With no further business, on a motion of Board member Shields, seconded by Board member White, the meeting was adjourned at 7:30 p.m. Carried unanimously.

Susan B. Moss, Town Clerk