

AGENDA**Galway Town Board Meeting****January 14, 2014****7:30 p.m.**

Call to Order – Supervisor Lent

Roll Call – Town Clerk DeFoe

Pledge to the flag – All

Approval of minutes

Communications Received – Town Clerk DeFoe

Privilege of the Floor – open

REPORTS**Committees**

- County and Town – Supervisor Lent
- Public Safety – Councilman Wilday
- Property – Councilman Arnold
- Building and Grounds – Councilman Smith

Highway – Superintendent Costanzo

Historian – Phyllis Keeler

Assessor – Victoria Hayner

Liaison Reports

Youth Commission – Councilman Arnold

Planning Board – Councilman Wilday

Zoning Board of Appeals – Councilman Smith

Senior Citizens – Supervisor Lent

Code Enforcement – Chet Ciembroniewicz

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Budget Report – Adjustments

Vouchers and Report

1. Approval of General Abstract of Vouchers Fund A – Townwide
2. Approval of General Abstract of Vouchers Fund B – Town Outside Village
3. Approval of General Abstract of Vouchers Highway Fund DA – Townwide
4. Approval of General Abstract of Vouchers Highway Fund DB – Town Outside Village
5. Approval of General Abstract of Vouchers Fund SL – Special Lighting District
6. Supervisor’s Budget Report

Resolutions

Other Business

Dave Meager – Adirondack Trust Insurance
Supervisor’s Objectives 2014

Adjourn

REGULAR MEETING
JANUARY 14, 2014
GALWAY TOWN HALL

Supervisor Lent called the meeting to order at 7:30 p.m. The following Town Board Members were present:

PRESENT: Supervisor Paul Lent Councilman Fred Arnold
 Councilman Rod Wilday Councilman Michael Smith

OTHERS PRESENT: D. Costanzo, Highway Superintendent; T. O'Brien, Dog Control Officer; C. Ciembroniewicz, Code Enforcement Officer; D. Meager, Adirondack Trust Insurance & M. DeFoe, Town Clerk.

Pledge to the Flag

A motion was made by Councilman Arnold, seconded by Councilman Wilday to approve the minutes of the December 10, 2013 Regular Meeting & the January 7, 2014 Organizational Meeting as submitted.

All ayes.

MOTION CARRIED

Communications – Town Clerk stated that Board Members received copies of the following correspondence: Assessor's Report for January; Dog Control Officer's Report for December; Resignation letter from Susan Sutch as Town Board Member effective December 15, 2013; NYS & Local Retirement System Employer E-News; Building Department Report for January; Highway Department report for December with schedule for January; Copy of Town Supervisor's 2014 objectives; Notification from County Treasurer of monies paid to Town of Galway during 2013 from County on Sales Tax, Mortgage Tax & Dog Impoundment fees; Notification from Highway Superintendent Costanzo that he appoints Ronald Spraker as Deputy Highway Superintendent effective January 1, 2014; Updates from Congressman Chris Gibson dated 12/13 & 12/30/13; Weekly updates from the State Comptroller dated 12/15, 12/22, 12/29, 1/5 & 1/12/14; Resignation letter from Alice Check effective 1/3/14 from Bookkeeping position. The following correspondence was also received: Notification from State of NY Department of Transportation advising of 45 mph speed limit reduction on Middle Grove Road between Route 29 and the Galway/Providence Town Line; Certificate of Completion from the Unified Court System of the State of NY for Continuing Judicial Education Program for Hon. Alison C. Thomas-Oravsky; Certificate of Completion from the Unified Court System of the State of NY for Taking The Bench Basic Certification Course for Justin F. Cappon; NYS Department of Environmental Conservation mining permit for William Larned & Sons, Inc. for site located on Hermance Road & Route 147 & the Certificate of Election for the Harmony Corners Fire District Commissioner, James Holbrook.

Dave Meager – Adirondack Trust Insurance – Dave gave an overview of the Town 2014 Insurance coverage. Under Municipal Equipment Coverage will remove (6) voting

machines. Discussed premium history. Supervisor Lent would like Dave to look into what it would do for insurance costs to increasing the deductibles. Will get information together on equipment & buildings for next meeting. Dave stated that previously the Town Board rejected Terrorism Coverage. Dave stated that Resolution will be needed to reject Terrorism Coverage. Supervisor Lent stated that Town Justice has approached him regarding security. Since the largest case load is for village, could the Town request that Village supply a Law Enforcement Officer as Court Bailiff. Would Town be an additional insured on their policy or would we have our own policy. Dave stated since the Village has Law Enforcement Coverage and the Town doesn't it would make more sense to have Town as an additional insured on their policy. Dave suggested having attorney create a contract.

COMMITTEE REPORTS: County & Town – Supervisor Lent stated on County level, he is Chairman of Technology Committee, also on Department of Public Works, Equalization & Assessment & Public Health. County expects to close on landfill deal by 24th of January. **Public Safety** – No Report. **Property** - No Report. **Building & Grounds** – No Report. **Highway** – Dave stated for December the Highway Department continued to ditch Cruthers Road; Sanded & plowed; Cut brush town wide; Mixed sand & salt & Mowed R.O.W.'s. For January they will Cut brush town wide; Mix sand & salt; Sand & plow as needed and Mow R.O.W.'s. Supervisor Lent stated that Highway Expenditure Agreement had been signed by Supervisor & Town Board. **Historian** – No Report. **Assessor** – Nothing in addition to written report. **Dog Control Officer** – Nothing in addition to written report.

LIAISON REPORTS: Youth Commission – Councilman Arnold stated that the next meeting of youth commission is scheduled for the 29th. Last meeting they worked on end of year spending. Donna is always interested in getting more funding if possible for youth programs for 2014. **Planning Board** There is a meeting on the 28th. **ZBA** – No Meeting/No Report. **Senior Citizens** – No Meeting/No Report. **Code Enforcement** – Nothing in addition to written report. Supervisor Lent stated at some point we would need to go into executive session to bring new Board Member up to date on current litigation status with Building Department.

Budget Adjustments – May need to have a special meeting to do 2013 budget adjustments. Sue had a meeting with software consultant today and he is recommending the Town Board have a Special Meeting to do appropriate budget adjustments to balance the 2013 budget. There will be some sizable adjustments necessary. Supervisor Lent will advise Board regarding date for special meeting.

Councilman Arnold made a motion, seconded by Councilman Smith to approve the General Abstract of Vouchers (A) dated 12/12/13 thru 01/09/14 for a total of \$15,795.42.

All ayes.

MOTION CARRIED

Councilman Arnold made a motion, seconded by Councilman Wilday to approve the General Abstract of Vouchers (B) dated 12/07/13 thru 01/09/14 for a total of \$7,507.57.

All ayes.

MOTION CARRIED

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Councilman Smith made a motion, seconded by Councilman Wilday to approve the Highway Abstract of Vouchers (DA) dated 12/07/13 thru 01/11/14 for a total of \$30,410.71.

All ayes.

MOTION CARRIED

Councilman Wilday made a motion, seconded by Councilman Arnold to approve the Highway Abstract of Vouchers (DB) dated 12/07/13 thru 1/11/14 for a total of \$9,464.62.

All ayes.

MOTION CARRIED

Councilman Smith made a motion, seconded by Councilman Arnold to approve the Special District Abstract of Vouchers (SL) dated 12/07/13 thru 1/09/14 for a total of \$184.57.

All ayes.

MOTION CARRIED

Supervisor Lent stated that there is no Supervisor's Report again this month, since books have not been closed.

RESOLUTION #: 3-2014- Authorization for contract with Thomas Bodden for training and review in the use of the Enhanced Business Solutions System. Supervisor Lent stated that Tom has worked with many municipalities in our county. He has over 35 years of municipal accounting background and is an expert on our bookkeeping system. While he was working with Sue today, he setup the 2014 budget in computer. On a motion of Councilman Arnold, seconded by Councilman Wilday the following resolution was ADOPTED: AYES – 4 NAYS – 0

RESOLVED that the Galway Town Board authorize the Supervisor to sign a contract with Thomas Bodden for training and review in the use of the Enhanced Business Solutions System at \$50.00 per hour not to exceed 35 hours to be charged to 1430.4 Personnel CE.

All ayes.

MOTION CARRIED

Supervisor Lent stated that Consultant has also advised that computer will need to be replaced soon.

Supervisor Lent went over his list of objectives for 2014 with Town Board & Highway Superintendent:

*Provide more meaningful financial reports to the Town Board & public relative to status of Town Budget.

*Establish a capital expenditure plan for updating equipment used by the Highway Department. In conjunction with Highway Superintendent a multi-year capital plan should be developed.

*Declare surplus & sell as appropriate un-used highway equipment and any other appropriate surplus equipment owned by Town and deposit any revenue into capital expenditure revenue accounts.

*Update computer technology used by various offices as needed and establish a prioritized list of potential replacement needs.

*Strengthen and adopt new Town Ethics Policy.

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*Discuss with Town Assessor current state of Town's equalization rate and the potential impact of a Town-Wide property reval.

*Implement and keep current a web page for the Town.

Town Board, Supervisor & Highway Superintendent went into discussion regarding objectives and will continue working on list.

On a motion of Councilman Arnold, seconded by Councilman Smith the meeting was adjourned at 8:40 p.m.

All ayes.

MOTION CARRIED

Respectfully submitted,



Margaret L. DeFoe
Town Clerk