

TOWN OF ULSTER TOWN BOARD MEETING (2)

January 19, 2017

CALLED TO ORDER BY SUPERVISOR QUIGLEY, CHAIRMAN at 7 PM

SALUTE TO THE FLAG

ROLL CALL BY CLERK, Suzanne Reavy:

TOWN COUNCILMAN JOEL B. BRINK

TOWN COUNCILMAN ERIC KITCHEN - *Excused*

TOWN COUNCILMAN JOHN MORROW

TOWN COUNCILMAN ROCCO SECRETO

SUPERVISOR JAMES E. QUIGLEY 3rd

ALSO IN ATTENDANCE:

1. Town Attorney, Jason Kovacs
2. Highway Superintendent, Frank Petramale
3. Officer in Charge, Lt. Kyle Berardi
4. Building Inspector, Kathy Moniz
5. Eight Town Residents

ADDITIONS OR CHANGES TO AGENDA: None

PUBLIC DISCUSSION ON AGENDA ITEMS: None

APPROVAL OF MINUTES – December 1st and 15th:

MOTION: Councilman Brink

SECOND: Councilman Secreto

Town Councilman Brink	-Aye
Town Councilman Kitchen	- <i>Excused</i>
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

COMMUNICATIONS: None

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ABSTRACT OF CLAIMS:

Presented by Councilman Secreto (Reviewed by Councilmen Brink & Secreto on 1-18-17)

2016 PAYABLES

Prepaid Bills:	\$ 237,043.24
Abstract Bills:	\$ 276,107.33
Escrow Bills:	\$ 0
Reserve:	\$ 0
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TOTAL:	\$ 513,150.57

MOTION to accept the January Abstract covering 2016 Payables:

MOTION: Councilman Morrow

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

JANUARY, 2017 PAYABLES

Prepaid Bills:	\$ 177,592.41
Abstract Bills:	\$ 446,578.39
Escrow Bills:	\$ 2,900.00
Reserve:	\$ 300.00
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TOTAL:	\$ 627,370.80

MOTION to accept the Abstract closing out January, 2017:

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MOTION: Councilman Morrow

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

BUDGET MODIFICATIONS:

Presented by Councilman Secreto

GEN

Fund:

<u>Modify Appropriation A7140.401 (Rec.Equip.Reserve) to be funded through A5110 (Approp.Reserve-Biddy Basketball League) Dec.2016 refereeing - Jeffery Hayner,Jr.</u>	<u>60.00</u>
<u>Modify Appropriation A7140.401 (Rec.Equip.Reserve) to be funded through A5110 (Approp.Reserve-Biddy Basketball League) Nov.&Dec. 2016 refereeing Andrea Clausi</u>	<u>180.00</u>
<u>Modify Revenue A2705 (Gifts & Donations) and Appropriation A3120.430 (Clothing/Cleaning) clothing grant from WalMart</u>	<u>1,000.00</u>
<u>Modify Appropriation A7140.401 (Rec.Equip.Reserve) to be funded through A5110 (Approp.Reserve-Biddy Basketball League) Dec. 2016 refereeing Paul Remick</u>	<u>180.00</u>
<u>Modify Appropriation A7140.401 (Rec.Equip.Reserve) to be funded through A5110 (Approp.Reserve-Softball League) water bill - Orlando St.</u>	<u>20.00</u>

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	<u>Modify Appropriation A7140.401 (Rec.Equip.Reserve) to be funded through A5110 (Approp.Reserve-Volleyball League) volleyball pole systems from BSN Sports</u>	<u>4,650.00</u>
<u>HWY</u>	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas &</u>	
<u>Fund:</u>	<u>Oil) Nov. Gas Reimb. - Oper. Funds</u>	<u>6,323.94</u>
	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Nov. Gas Reimb. (Ulster Fire Dist.#1/Spring Lake)</u>	<u>72.84</u>
	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Nov. Gas Reimb. (E.Kng.Vol.Fire Co.)</u>	<u>275.60</u>
	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Dec. Gas Reimb. (Town of Kng. Hwy.Dept.)</u>	<u>730.40</u>
	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Oct. Gas Reimb. (Ruby Fire Dist.)</u>	<u>117.32</u>
	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Nov. Gas Reimb. (Ruby Fire Dist.)</u>	<u>83.24</u>
<u>HWY</u>	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Dec.Gas Reimb. (Ruby Fire Dist.)</u>	<u>109.28</u>
<u>Fund:</u>	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Dec. Gas Reimb. (Ulster Fire Dist.#1/Spring Lake)</u>	<u>107.24</u>
	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Dec. Gas Reimb. (E.Kng.Vol.Fire Co.)</u>	<u>304.06</u>

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	<u>Modify Revenue D1289 (Oth. Dept. Income) and Appropriation D5142.420 (Gas & Oil) Dec. Gas Reimb. - Oper. Funds</u>	<u>6,013.28</u>
	<u>Modify Revenue D1270 (Shared Service Charges) and Appropriation D5130.422 (Equip. Maint.) reimb. For Leeboy Paver repairs from Town of Hurley</u>	<u>524.58</u>
	<u>Modify Revenue D1270 (Shared Service Charges) and Appropriation D5130.422 (Equip. Maint.) reimb. For Leeboy Paver repairs from Town of Woodstock</u>	<u>524.58</u>
<u>SPEC</u>	<u>Modify Appropriation SF7.3410.406 (Eddyville Fire Protection Dist.-LOSAP) to be</u>	
<u>DIST:</u>	<u>funded through SF7.5990 (Approp.Fund Bal.) to refund Bloomington Fire Co. for</u>	
<u>Fire</u>	<u>unexpended LOSAP funding</u>	<u>1,614.37</u>
<u>Dist.</u>		

General Fund:	Transfer From	Transfer To		
	A1110.102 Court Security	A1110.101 Clerks Wages	4,002.00	
	A1110.402 Offiice Equip.	A1110.101 Clerks Wages	2,071.00	
	A1110.400 Court Steno	A1110.101 Clerks Wages	76.00	
	A1220.103 P/T Payroll Clerk	A1110.403 Office Supplies	295.00	
	A1220.103 P/T Payroll Clerk	A1110.404 Training/Conf.	69.00	
	A1220.103 P/T Payroll Clerk	A1220.100 Supervisor Salary	0.04	
	A1220.103 P/T Payroll Clerk	A1220.101 Secretary Salary	3,818.00	
	A1220.103 P/T Payroll Clerk	A1220.403 Office Supplies	222.00	
	A1220.103 P/T Payroll Clerk	A1220.410 Computer Tech.	17.00	
	A1355.102 P/T Clerk	A1355.100 Assessor Salary	3,700.00	
	A1355.102 P/T Clerk	A1355.101 Assessor Office Clerk	2,645.00	
	A1355.102 P/T Clerk	A1355.200 Equipment	59.00	
	A1355.102 P/T Clerk	A1355.403 Office Supplies	500.00	
	A1410.101 Deputy Clerk Wages	A1410.100 Town Clerk Salary	1,292.00	
	A1410.101 Deputy Clerk Wages	A1410.410 Computer Tech.	150.00	
	A1410.101 Deputy Clerk Wages	A4020.400 Reg. of Vital Statistics	3,270.00	
	A1420.400 Legal Fees	A1440.400 Engineering	573.00	

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	A1670.404	Postage	A1670.414	Meter Rental	190.00
	A1670.404	Postage	A1910.400	Unalloc. Insur.	3,400.00
	A3120.100	Police Wages	A3120.101	Overtime Earnings	34,284.00
	A3120.100	Police Wages	A3120.102	DWI - Task Force	2,255.00
	A3120.100	Police Wages	A3120.103	Traffic Safety Program	710.00
	A3120.100	Police Wages	A3120.104	P/T Police Wages	21,234.00
	A3120.200	Equipment	A3120.201	Police Vehs. & Prep.	5,958.00
	A3120.200	Equipment	A3120.432	Ammunition, Guns, Etc.	92.00
	A3620.102	Clerks Wages	A3620.403	Office Supplies	121.00
	A5132.408	Heat	A5132.406	Telephone	700.00
	A5132.409	Repairs & Supplies	A5182.400	Lighting	2,600.00
	A8010.101	Municipal Codes Off.	A8010.102	Clerks Wages	800.00
	A8160.402	Tub Grinding	A8989.400	Landfill Fees-Fire Dist.	2,207.00
	A9060.800	Hosp. & Dental	A9050.800	Unemployment Insur.	400.00
	A9060.800	Hosp. & Dental	A9055.800	Disability Insur.	1,200.00
	A9060.800	Hosp. & Dental	A1620.409	Repairs & Supplies	2,500.00
	A9060.800	Hosp. & Dental	A1620.454	Maint.	7,500.00
	A9060.800	Hosp. & Dental	A1440.400	Engineering	5,472.00
Highway Fund:	Transfer From		Transfer To		
	D5110.420	Gas & Oil	D5110.413	Equip. Rental	443.58
	D5110.420	Gas & Oil	D5130.413	Equip. Rental	395.75
	D5110.420	Gas & Oil	D5130.427	Tires & Repairs	2,600.00
	D5130.101	Mechanic Overtime	D5130.413	Rental	400.00
	D5130.101	Mechanic Overtime	D5130.422	Equip. Maint.	900.00
	D5130.101	Mechanic Overtime	D5130.427	Tires & Repairs	2,304.00
	D5142.420	Gas & Oil	D5142.446	Salt	10,000.00
	D9030.800	Soc. Sec.	D9030.804	Soc. Sec.	1,010.00

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Ulster Water:	Transfer From	Transfer To	
	SW1.8320.400 Engineering	SW1.8320.250 Meters & Hydrants	661.00
	SW1.8320.400 Engineering	SW1.8320.409 Repairs & Supplies	50.00
	SW1.8320.403 Uniform-Cleaning	SW1.8330.430 Uniform-Cleaning	124.00
	SW1.8320.400 Engineering	SW1.8330.452 Salt	2,800.00
	SW1.8340.420 Gas & Oil	SW1.8340.420 Truck	9,251.00
	SW1.9060.800 Hosp.&Dental	SW1.9055.800 Disability Insur.	15.00
Bright Acres Water:	Transfer From	Transfer To	
SW4.8320.250 Meters & Hydrants	SW4.8320.409 Repairs & Supplies	2,328.00	
Cherry Hill Water:	Transfer From	Transfer To	
SW5.8320.250 Meters & Hydrants	SW5.8320.455 Water Cost	1,426.00	
Glenerie Water:	Transfer From	Transfer To	
SW6.9730.700 BAN Int.	SW6.9795.700 Interfund Loan-Int.	369.00	
Whittier Sewer:	Transfer From	Transfer To	
SS1.1420.400 Legal Services	SS1.9795.700 Interfund Loan-Int.	994.00	
Ulster Sewer:	Transfer From	Transfer To	
	SS2.8110.101 Overtime Wages	SS2.8110.100 Wages	5,006.00
	SS2.8110.404 Postage	SS2.8110.403 Office Supplies	23.00
	SS2.8110.404 Postage	SS2.8110.406 Telephone	33.00
	SS2.8130.421 Veh. Maint.	SS2.8130.420 Gas & Oil	1,591.00
	SS2.8130.421 Veh. Maint.	SS2.8130.454 Maint.	38.00
	SS2.9060.800 Hosp.&Dental	SS2.9055.800 Disability Insur.	82.00

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MOTION to accept Budget Modifications:

MOTION: Councilman Brink

SECOND: Councilman Morrow

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

NEW BUSINESS

CORRECTION to the 2017 Organization Meeting actions – Petty Cash Accounts

Supervisor: Water Dept petty cash is \$100.00, not \$25.00.

MOTION: Councilman Morrow

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

CORRECTION to the 2017 Fee Schedule

Supervisor: As it relates to operations of the Transfer Station. Increase in disclosure of the types of books available for coupons and minor things such as taking propane tanks.

CHANGES:

1. PERMITS: Second Permit for Seniors: \$27.50
2. COUPONS: Add the following: Book of 10 -- \$40.00 and Book of 5 -- \$20.00

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3. BRUSH AND CLEAN LUMBER: Remove the wordage, “No commercial landscapers are permitted to dump”
4. PROPANE GAS TANK: Shut off valve must be removed.

MOTION: Councilman Morrow

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

PRESENTATION and ACCEPTANCE of the Town Clerk’s Monthly Report for the month of December 2016

MOTION: Councilman Secreto

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

PRESENTATION and ACCEPTANCE of the Supervisor’s Monthly Report for the month of December 2016

Supervisor: Find the Departmental revenue ending 12/31/16; subject to yearend adjustment & review by auditors and adjustment for any bills that are still coming in from 2016.

[NOTE: Town ended year in healthy liquid position; total cash in operating funds of town approached \$9M]

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MOTION: Councilman Brink
SECOND: Councilman Secreto

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

MOTION to hire a full time Police Dispatcher

Erin Litts: Currently part time; competitive; union; PBA; \$15.91/hour; Start date 2-1-17;
Recommended by Lieutenant/OIC Berardi

MOTION: Councilman Morrow
SECOND: Councilman Secreto

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

MOTION to hire a part time Police Officer

Tyler Croizer: Currently PT with Town of Olive; part time; \$21.61/hour; start date 2-23-17; PBA; union; recommended by OIC Berardi.

MOTION: Councilman Secreto
SECOND: Councilman Brink

Town Councilman Brink	-Aye
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Town Councilman Kitchen -Excused
Town Councilman Morrow -Aye
Town Councilman Secreto -Aye
Supervisor Quigley -Aye

CARRIED

MOTION to authorize the Supervisor to sign the 2017 SRO Agreement with the Kingston Consolidated School District

MOTION: Councilman Morrow
SECOND: Councilman Secreto

Town Councilman Brink -Aye
Town Councilman Kitchen -Excused
Town Councilman Morrow -Aye
Town Councilman Secreto -Aye
Supervisor Quigley -Aye

CARRIED

MOTION to authorize payment application #5 from Leo Boice and Sons for project TU-16, Brigham Lane Water Capital Project in the amount of \$107,202.67

MOTION: Councilman Morrow
SECOND: Councilman Brink

Town Councilman Brink -Aye
Town Councilman Kitchen -Excused
Town Councilman Morrow -Aye
Town Councilman Secreto -Aye
Supervisor Quigley -Aye

CARRIED

TOWN OF ULSTER TOWN BOARD MEETING (2)

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MOTION to authorize payment application #6 from Leo Boice and Sons for project TU-16, Brigham Lane Water Capital Project in the amount of \$15,103.80

MOTION: Councilman Morrow

SECOND: Councilman Secreto

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

MOTION to authorize the Supervisor to sign the form of the License Agreement with County Waste and Recycling for a portion of the Town owned land at 901 Miron Lane

Frank Petramale: County Waste is looking for a site to store dumpsters. Space available at Transfer Station. In exchange they will take our single stream recycling and also pick up trash at the Town Hall and Post Park.

MOTION: Councilman Morrow

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

Supervisor: Take a moment to acknowledge Supt Petramale for his initiative. Saved the Town between \$3500 and \$4500. Possibility to save more than that.

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MOTION to authorize the Town Clerk to advertise for Public Bid for 1) Administrative Services, 2) Engineering Services and 3) Legal Services (if required) for NYS CDBG Project #159PR163-16, Katrine Lane Sewer Extension, due at 3:30pm on February 10, 2017 at the office of the Town Clerk

MOTION: Councilman Secreto

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

PRESENTATION for future consideration of the Termination and Transfer Agreement of the Lakeview Avenue Private Water Line

Supervisor: Installed in 1979; 40 year agreement, expiring in 2019; Town Water Dept identified a non-functioning fire hydrant; four of the residents were unaware of the financial obligation of the agreement; out of fairness, Town to take over ownership water line and lay out plan to service additional customers.

MOTION: Councilman Morrow

SECOND: Councilman

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

TOWN OF ULSTER TOWN BOARD MEETING (2)

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OLD BUSINESS:

PRESENTATION for future consideration of the Intermunicipal Agreement – Police Services between the Town of Ulster and the City of Kingston

Supervisor: Available on Town Website. Will bring this back for future discussion.

PUBLIC COMMENT: None

MOTION to enter Executive Session at 7:20 PM (Purpose is a disciplinary action on an employee):

MOTION: Councilman Morrow

SECOND: Councilman Brink

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

RETURN FROM EXECUTIVE SESSION – NO ACTION TAKEN (7:57 PM)

Supervisor: Asks Councilman Brink to read salary adjustments (increases) for three Court employees; Effective date 1/1/2017.

Councilman Brink:

Patti Ilgner, Clerk to the Justice:	\$17.86/hour
Crystal Boice, Court Clerk:	\$12.00/hour
Stephanie Allred, Court Clerk:	\$12.00/hour

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MOTION to accept presentation of salary adjustments:

MOTION: Councilman Morrow

SECOND: Councilman Secreto

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

MOTION to adjourn at 7:58 PM:

MOTION: Councilman Morrow

SECOND: Councilman Secreto

Town Councilman Brink	-Aye
Town Councilman Kitchen	-Excused
Town Councilman Morrow	-Aye
Town Councilman Secreto	-Aye
Supervisor Quigley	-Aye

CARRIED

Respectfully Submitted by Suzanne Reavy
Ulster Town Clerk