

TOWN BOARD REGULAR AND ORGANIZATIONAL MEETING
TUESDAY, JANUARY 8, 2019
7:00 PM-COMMUNITY CENTER

Town Board Members Present: Supervisor- Randy Preston
Councilman- Darin Forbes
Councilman-Steve Corvelli
Councilwoman-Dawn Stevens
Absent Councilwoman-Rarilee Conway

Public Present: Gerald L. Bruce-Town Clerk and George Buck.

RESOLUTION 1-19

ANNUAL ORGANIZATIONAL MEETING – January 8th, 2019

RESOLVED that the following salaries be paid to employees on a bi-weekly basis in 26 payrolls:

Supervisor-Randy Preston; Annual - \$24,710;

Town Justice— Hon. Hope Smith-Holzer, & Hon. Jim Selkirk Annual - \$8,660;

Councilmen-Stephen Corvelli, Dawn Stevens, Darin Forbes, Rarilee Conway-Annual-\$4,775;

Town Clerk/Tax Collector-Gerald Bruce -Annual-\$23,681;

Chairman/Assessors-Alphonso Smith - Annual-\$7,885;

Assessors-Annual –Blanche Peck, Marcel Bruce-Annual- \$4,775;

Water Superintendent-Ed Orsi - \$21.58//hour

Cemetery Supt.-Douglas Nemec. -Annual-\$2,667, to be incorporated as part of his regular pay;

Cleaner- Michelle Preston - \$13.50/hour;

Youth Center Attendant, Teresa Orsi-\$13.75/hour;

Clerk to the Supervisor-Nicole Forbes-\$20.40/hour;

Parks/Grounds/Blding Maint/Water Operator- John Langford - \$21.00/hour;

Parks/EMT Personnel-Brett Durant - \$17.68/hour, plus \$1/hour more to be paid by the Fire Dept.

Parks Laborer-Douglas Nemec-\$16.32/hr for 20 hours per week

Highway Superintendent-William Skufca Jr. - Annual \$50,694;

Highway Personnel- Heavy Equipment Operators-\$20.40/hour;

Landfill Attendant-Douglas Nemec -\$16.32/hour for 20 hours per week

Safety Officer, Louis Adragna, Annual \$630;

Motion: Darin Forbes,

Second: Steve Corvelli Ayes 4 Noes 0

RESOLVED, that the Town of Wilmington accept for payment duly itemized vouchers that are certified and/or verified for payment. Vouchers must be received by the last day of the month for consideration at the next monthly meeting.

Motion:Dawn Stevens, Second:Darin Forbes Ayes 4 Noes 0

RESOLVED, that the regular monthly meeting of the Town Board of the Town of Wilmington be held in the Community Center on the second Tuesday of each month, to begin at 7 p.m. In the event that said is a legal holiday, the regular monthly meeting shall be held on Wednesday; and **FURTHER RESOLVED**, that special meetings shall be called as necessary to conduct the town's business, such meetings to be held in the Community Center, on such dates as specified and to begin at such times as specified to conform with Town Law and New York State Open Meetings Law; meetings to be posted at stores and post office.

Motion: Steve Corvelli, Second: Dawn Stevens Ayes 4 Noes 0

RESOLVED that the Adirondack Daily Enterprise and Lake Placid News be designated the official newspapers for the Town of Wilmington.

Motion: Steve Corvelli, Second: Dawn Stevens Ayes 4 Noes 0

RESOLVED that the following deputies be approved and appointed:

Deputy Supervisor, Darin Forbes at \$867 Annually;

Deputy Town Clerk, Shirley Lawrence at no salary,

Deputy Highway Supt. Louis Adragna at \$21.58/hour.

Motion: Darin Forbes, Second: Dawn Stevens Ayes 4 Noes 0

RESOLVED, that the following appointments be made for respective positions designated, to be paid in the manner described:

- 1) Town Engineer, as needed, to be paid on itemized vouchers for services rendered;
- 2) Registrar of Vital Statistics, Gerald Bruce to be paid according to the fees set by the State of New York.
- 3) Deputy Registrar of Vital Statistics, Shirley Lawrence to be paid according to the fees Set by the State of New York.
- 4) Town Health Officer, Dr. Robert Demuro, at no salary.
- 5) Town Historian, Merri Peck at no salary.
- 6) Dog Control Officer, Shirley Lawrence - Annual salary-\$3,557;
- 7) Zoning & Code Enforcement Officer, Jarrell Barton- \$22.44/hour,
- 8) Budget Officer, Nicole Forbes - Annual \$1,100, paid first payroll in November.

Motion: Darin Forbes, Second: Dawn Stevens Ayes 4 Noes 0

RESOLVED, that Allison McGahay be engaged as Town Attorney, to be paid by voucher.

Motion: Darin Forbes, Second: Steve Corvelli Ayes 4 Noes 0

RESOLVED that during the year temporary and seasonal employees be employed by the Town of Wilmington to adequately carry out the business of the town and the rate of remuneration be affixed by the Town Board for each separate employee at the time the person is employed.

Motion:Dawn Stevens, Second: Steve Corvelli Ayes 4 Noes 0

RESOLVED that a petty cash fund for the Town Clerk be established not to exceed \$100; and **FURTHER RESOLVED** that a petty cash fund for the Tax Collector be established not to exceed \$100.

Motion: Dawn Stevens, Second: Darin Forbes Ayes 4 Noes 0

RESOLVED that the Superintendent of Highways be authorized to purchase necessary tools and implements during the year without prior approval of the Town Board in the amount not to exceed \$1,000 (Highway Law Section 142, Paragraph 1A)

Motion: Steve Corvelli, Second: Darin Forbes Ayes 4 Noes 0

RESOLVED that the Board of Assessment & Review be paid \$300 each member, to be paid by voucher following Grievance Day.

Motion: Dawn Stevens, Second: Darin Forbes Ayes 4 Noes 0

RESOLVED that any officer or town employee be reimbursed for the use of his/her car in the performance of official business for the Town of Wilmington at the rate of .58 cents per mile for actual miles traveled.

Motion: Dawn Stevens, Second: Steve Corvelli Ayes 4 Noes 0

RESOLVED that the existing Employee Regulations, regarding benefits eligibility, leaves of absence, sick leaves, holidays, overtime, vacation, hospitalization and personal leave be continued.

Motion: Steve Corvelli, Second: Dawn Stevens Ayes 4 Noes 0

RESOLVED that existing Procurement Guideline Policy, Affirmative Action Policy, Sexual Harassment Policy and Drug Free Workplace Policy as adopted by the Town Board be continued.

Motion: Dawn Stevens, Second: Steve Corvelli Ayes 4 Noes 0

RESOLVED that NBT Bank of Lake Placid, New York be designated as a depository of the Town of Wilmington and that any of the officers, employees or agents of the Town of Wilmington be and each of them hereby is authorized from time to time to deposit any of the funds of the customer in said bank, either at its principal office or at any of its branches; and to endorse in the name of the Town of Wilmington all checks, orders or instruments so deposited by rubber stamp, facsimile, mechanical, manual or other signatures, and to waive presentment, demand, protest and/or notice of dishonor or protest with respect to any such check, order or instrument and that any checks, orders or instruments so deposited shall be deemed to have been unqualifiedly endorsed by the Town of Wilmington whether or not so endorsed.

FURTHER RESOLVED that MBIA Class Accounts be used as interest bearing accounts for monies that are not immediately needed for operating expenses.

FURTHER RESOLVED, that both Supervisor Randy S. Preston and Deputy Supervisor, Darin Forbes be authorized to be the signers of the town's official checks.

Motion: Darin Forbes, Second: Steve Corvelli Ayes 4 Noes 0

RESOLVED that the board authorizes the designation of unexpended funds in the 2018 town budget for expenditure in 2019, and establishing reserves in 2018 unappropriated fund balance therefore.

FURTHER RESOLVED that the Supervisor be authorized to make inter-departmental budget transfers in the 2019 town budget.

Motion: Dawn Stevens, Second: Darin Forbes Ayes 4 Noes 0

RESOLUTION 2-19 TOWN BOARD APPROVED THE 12/11/18 MINUTES.

Motion Steve Corvelli Seconded- Dawn Stevens All in Favor

RESOLUTION 3-19 TOWN BOARD AUTHORIZED THE SUPERVISOR TO ENTER INTO A CONTRACT WITH NORTH COUNTRY LIFE FLIGHT AND PAY THEM \$250.00

WHEREAS: North Country LIFE FLIGHT, Inc. is a not-for-profit, tax-exempt corporation which is responsible for all aspects of patient care by providing medical equipment, training medical personnel and administering the medical portion utilizing the New York State Police helicopter based in Saranac Lake and private fixed-wing aviation resources; and

WHEREAS; The New York State Police aviation resources do not provide a medically trained team or medical equipment for patient transports; and

WHEREAS: The people of Clinton, Essex, Franklin, Hamilton and St. Lawrence Counties receive a vital emergency medical service which is free of charge to critically ill and seriously injured patients, and, therefore municipal governments are asked to pledge monies for this worthwhile program;

NOW, THEREFORE, BE IT RESOLVED: that the Town Board of the Town of Wilmington hereby authorizes the Supervisor to enter into a contract with North Country LIFE FLIGHT, Inc

For the purpose of operating the medical component of the medevac program, which will serve its residents and visitors, and paying the amount of \$250.00 which represents the Town's share for 2019; and be it

FURTHER RESOLVED: That the sum of \$250.00 is hereby appropriated to Account #No 4010.4 for payment to North Country LIFE FLIGHT, Inc.

Motion-Steve Corvelli Seconded- Darin Forbes All in Favor

RESOLUTION 4-19 TOWN BOARD AUTHORIZED THE SUPERVISOR TO SIGN THE CONTRACT WITH NORTH COUNTRY S.P.C.A. IN WESTPORT FOR \$1,917.09.

Motion Steve Corvelli Seconded-Darin Forbes All in Favor

2

RESOLUTION 5-19 TOWN BOARD APPROVED THE CONTRACT BETWEEN THE TOWN AND WHITEFACE MOUNTAIN VISITORS BUREAU FOR \$12,000 A YEAR FOR 2019 FUND.

Motion-Dawn Stevens Seconded- Darin Forbes Aye-Steve Corvelli
Supervisor Preston-Abstain

RESOLUTION 6-19 TOWN BOARD APPROVED UPDATING THE TERMS OF OFFICE FOR THE TOWN.

Motion- Darin Forbes Seconded Dawn Stevens All in Favor

Ironman is asking for permission to use the Town roads the 7th of July 2019 and the 8th and 9th of September, the short one in the Fall.

RESOLUTION 7-19 TOWN BOARD APPROVED IRONMANS USE OF THE TOWN ROADS ON JULY 7TH AND SEPTEMBER 8TH AND 9TH.

Motion-Steve Corvelli Seconded- Darin Forbes All in Favor

Work Session will be on January 30th.

RESOLUTION 8-19 TOWN BOARD APPROVED THE EXPENSES AND TRANSFERS FOR DECEMBER.

	2018	2019		
	<u>From:</u> G642	To: G01	Amt:	23624.23
	G643	G51	Amt:	25924.42
			Amt:	1925.19
			Amt:	12082.27
Retirement			Amt:	36000.00
			Amt:	
			Amt:	

	<u>From:</u> H283	To: H01	Amt.	8709.12
	H283	H15	Amt.	19656.48
			Amt.	1465.22
			Amt.	8411.80
Retirement			Amt.	30586.00
			Amt.	

	<u>From:</u>	To: W01	Amt.	3779.11
		W14	Amt.	3597.20
			Amt.	258.45
			Amt.	1477.95
Retirement			Amt.	7050.00
			Amt.	

	<u>From:</u>	To: GD01	Amt.	12313.21
		GD04	Amt.	1240.00
			Amt.	90.72
			Amt.	
Retirement			Amt.	1500.00

Cable Franchise	324.00	Justice Expenses	324.00
Cable Franchise	237.00	Town Clerk Expenses	237.00
State Aid- Stumpage	2109.00	Attorney Expenses	2109.00
Mortgage Tax	3671.00	Building Expenses	3671.00
Cable Franchise	242.00	Hwy Super Expenses	242.00
Cable Franchise	1782.00	Garage Expenses	1782.00
Cable Franchise	151.00	Band Concerts (Exp.)	151.00
Cable Franchise	325.00	Youth Center Salaries	325.00
Cable Franchise	129.00	Beach Expenses	129.00

Sales Tax	2104.00	Youth Center Expenses	2104.00
LP Chamber	6000.00	Other:Bike Festival Exp	6000.00
Total	17074.00	Total	17074.00

Highway

From		To	
Savings	31000.00	Road Repairs, Salaries	31000.00
Sale of Surplus	694.00	Co & St Snow Salaries	694.00
State Aid FEMA	634.00	Social Security	634.00
State Aid FEMA	189.00	Road Repairs Expenses	189.00
Town Snow Salaries	4900.00	Mach.Repairs Salaries	4900.00
Town Snow Salaries	3915.00	Town Snow Expenses	3915.00
Savings	1020.00	Town Snow Expenses	1020.00
Savings	17765.00	Machinery Repairs Expenses	17765.00
Total	60117.00	Total	60117.00

Water

From		To	
Connection Charges	369.00	Admin. Expenses	369.00
Service Charges	6269.00	Oper. Exp. Dist. 2	6269.00
Connection Charges	302.00	Social Security	302.00
Total	6940.00	Total	6940.00

Motion Dawn Stevens Seconded Steve Corvelli All in Favor

Motion to adjourn by Steve Corvelli Seconded by Dawn Stevens All in Favor

Respectfully Submitted:

Gerald L. Bruce/Town Clerk