

Hermon Town Offices
109 Church Street
Hermon, NY 13652

Hermon Town Board
Regular Meeting Agenda

Date: Tuesday, January 12, 2016
Time: 6:00pm
Location: Hermon Town Offices
109 Church Street
Hermon, NY 13652

Call to Order

I. Old Business

- Trout Lake Boat Access was discussed during the December meeting, a letter was received from Patty Ritchie. We have received a letter from NYS Dept. of Environmental Conservation – Office of Commissioner. DEC shares our concerns of the closing of the small private launch on Trout Lake. In 2009, the DEC toured the area to find a suitable boat launch site on State forest lands. One spot was discovered on the Fire Falls State Forest that could potentially be developed. Developing this site would be a major & expensive undertaking (at least 1 mile of new road construction is needed to make it accessible). An estimated cost of at least \$500,000. If the town owns any waterfront property that could be developed contact their office. Provided a contact (Steven Hunt) for potential funding sources-suggests using the argument that a project would bear considerable economic development benefits for the area.

II. New Business

- Stanley Morrill's passing – recognize a moment of silence. Served on the Town Board for 16 years. Memorial Contributions to Hermon Hepburn Library.
- Appoint Kelly Hamilton as Library Technician to replace Veronica Newvine.
- Annual Financial Reporting to NYS Comptroller – verified with the Accountant that they prepare this document. It is due at the end of February. It was suggested by the Accountant to contact Kelly Reed, because there is a piece that the Supervisor has to complete.
- SLC Public Health letter – dated 12/14/15. They are inquiring on the status of our current health officer and ask for us to reconsider the opportunity to support a Countywide Health District. There is a handwritten note at the top of the letter (“Let him know that we had done this”). I will follow up with James Rich – Director of SLC Public Health.
- Letter from Teamsters Local 687 dated 1/5/16 – asking to update records. I mailed the form on 1/8/16.
- Letter from Teamsters Local 687 dated 1/5/16 – asking for an up to date seniority list. If wages increased on January 1, 2016, employee dues will increase in the March 2016 bill. Brian will you help with the seniority list?
- Letter from SLC Treasurer's Office, 2016 Pilot Apportionments for Hermon Housing Development Tax ID# 40441 132.029-2-19. An attached spreadsheet contains the shares for each taxing jurisdiction that should be used or any payments made to Hermon in lieu of taxes.
- Letter from SLC Real Property Office, Tax Rates worksheets for 2016 Town/County Taxes.
- Letter from SLC Real Property Office, Town and City Chargebacks.
- Letter from Lenore Zauhere, dated 12/31/15 requesting payment for serving as the Town Historian in 2014.
- Highway Superintendent Software. Brian has been contacted by Ron Gunsalus regarding this software. (tracking of equipment, road inventory, and projects. Provides simplified reporting financials and assists with preparing for CHIPS and FEMA reimbursements.
- Letter from Seaway Valley Prevention Council regarding Advancing Tobacco-Free Communities. They would like towns to adopt policies for Tobacco-free outdoor policies. They have offered to meet with us to discuss opportunities for policy work.
- Deposited for December fines on 1/5/16. Received invoice from NYS Comptroller for December fines.
- Dr. Berk's lease expires on 2/26/16. Would you like to see any changes in the lease? Payment received twice a year.
- Dissolution Implementation meeting is 1/21/16 at 6:00pm at Hermon Town Offices. Need residents to attend. We are setting up the comprehensive plan and are looking for visions for our community in the next 10, 15 and 20 years. Are there residents you have in mind that you could be helpful in this process. Grant application should be submitted by the first week of January and a decision should be heard in early February. There are no concerns that it will not be accepted, this is just a time line so we know what to expect.
- Town of DeKalb has started accepting credit cards as a payment method. There was a newspaper article that I read. John Frary said it was very cost effective and creates a convenience for residents/customers. I would like to look into this for Hermon.
- I have reviewed December 2015 bills – we are being charged late fees on some accounts. Can we discuss possibly paying

bills that are constant if they can be paid prior to the monthly meeting.

- I would like to brainstorm ways to put away money for future expenses (i.e water & sewer infrastructure & highway equipment).
- Highway agreement 284 – needs to be done annually. Set up a time to complete this so that it can be approved at February meeting.
- Jamie Matthews – web page.
- W-2's have been distributed.

III. Review officers reports.

IV. Motion to pay bills.

V. Motion to Adjourn regular meeting.

VI. Motion to have the annual organizational meeting.

- Designated official newspaper is the Watertown Daily Times.
- Town Board meetings are the second Tuesday of each month at 6:00pm and will be held in the Town Offices at 109 Church Street.
- Payroll periods are: WEEKLY – Highway employees & Highway Superintendent. BI-WEEKLY- Supervisor, Town Clerk, Code Enforcement Officer, Town Justice, & Assessor. MONTHLY – Librarian Technician Substitute & Library Cleaner. YEARLY – Town Councilman.
- Town Mileage Fifty-Six (\$.56) per mile for use of personal vehicle for Town Business.
- Eric J. Gustafson – Town Attorney at \$125 per hour.
- Community Bank NA, Hermon branch is the depository for Town monies.
- Lenore Zauhere – Town Historian.
- Art Baker is the custodian for Parker Cemetery in West Hermon.
- Hermon Cemetery Association is the custodian for the Marshville Cemetery and Porter Hill Cemetery
- Daniel Moyer – Dog Control Officer.
- Robert Reed – Code Enforcement Officer.
- Tom Hall – Assessor.

VII. Motion to approve Organizational Meeting.