

Hermon Town Offices  
109 Church Street  
Hermon, NY 13652

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Hermon Town Board  
Regular Meeting Agenda

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

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Call to Order

- I. Welcome Visitors. Ask if they would like to speak.
- II. Motion to accept previous meeting minutes.
- III. Legislator Denesha's report.
- IV. Robert Santamoor – Candidate for SLC Treasurer.
- V. Christopher Stransky – Water Treatment employee of the Village.
- VI. Code Enforcement Officer Report.
- VII. Assessor Report

VIII. Old Business

- Draft of lease was sent to Dr. Berk. Dr. Berk is satisfied with the lease and will be getting it back to us shortly. He apologized for the delay.
- Kathy Carpenter has asked the HDCS teaching staff to submit a project for the SLC Time Capsule. The Senior Class is working on entering a project of their choice in the time capsule to be entered before May 31<sup>st</sup>. Check on the students that participate – ask for names. Ideas for recognition (certificate??)
- Karen has received an email from NYS DEC License Sales online training. Note there is a 4-6 week waiting period once the Licensing Agent(s) pass the quiz to have an agent profile created and to receive necessary equipment and supplies from the DEC.
- Special Meeting held 3/17/16 at the Town Offices to discuss the towns strengths, weaknesses, opportunities and threats. Felt we had a well represented group of town and village citizens about 25-30 residents. Our friends, families and neighbors have a sense of pride and feel we are a close knit community. They believe if something goes wrong, others in the community are there to help. The SLC Planning office will soon release the information gathered on 3/17/16. It will be posted to the DANC website as well as the town website. Next meeting will be Thursday, April 21<sup>st</sup> at 6:00pm at the Town offices.

IX. New Business

- Flowers from Farr's Greenhouse. Tentative date for purchase and hanging?
- RFP for digitizing the town's historical records closed on April 8<sup>th</sup>. Starr Carter is in charge of the RFP. This is covered by the dissolution grant.
- Annual Report is complete and has been submitted to the NYS Comptrollers office. This is prepared by the Accountant and will be made available on our website.
- On March 29<sup>th</sup>, Cathy Race and I met with Brian Mace from the Spay Neuter Now Program. SNN Program has been providing services since 1994. They have a mobile clinic (“Neuter Commuter”) and they also have teamed up with the Town & Count \$100-\$500. The application is easy to complete. In 2015, the program helped 13 households in Hermon – they need our help because they believe there is more “need” in the community. They also have a program for Stray, Feral, Barn or Colony cats.
- The rabies clinic will be available in Hermon on November 9, 2016 from 6-8pm. Check with Brian to have the town barn available. Depending on weather, overhead doors may need to be closed and an alternate entrance used.
- FREE Household Hazardous Waste Collection Days have been set up for 2016. Saturday, May 21, 2016 from 9am-1pm, collection will take place at the Human Services building at 80 SH 310 Canton. On Saturday, September 17, 2016 from 9am-1pm collection will take place at the Ogdensburg Bridge & Port Authority, Industrial Park, Ogdensburg.
- Pharmaceutical Collection – Unwanted or unused prescription and over the counter medications from residential households only will be collected by Law Enforcement. For more information call (315) 661-3234 or visit [www.northcountryrecycles.org](http://www.northcountryrecycles.org)
- FREE Tire Disposal for residents of St. Lawrence County – sponsored by Senator Patty Ritchie and the SLC Solid Waste Department. Saturday, April 30, 2016 from 8am-12pm – Louisville Highway Garage and the Human Services Building in Canton. Also, Saturday, May 7, 2016 at the Ogdensburg Transfer Station and the SLC Fair Grounds in Gouverneur. They will

take up to 8 tires per vehicle, up to 44 inches in diameter. Tires must be taken off the rims and no tractor tires will be accepted. For more information, call SLC Solid Waste Department at (315) 379-9084.

- Develop a Code of Ethics
- Prepay National Grid Bills or permission to set up an online payment to avoid the delay in mailing and posting of payment.
- Review spending for Quarter 1 2016.
- Start date of the 2017 budget process. I would like to start earlier than usual because of the dissolution. All of us have to work hard to find ways to save money. All of us need to brainstorm and think outside of the box. I would like to look into purchasing our office supplies with other towns to secure a lower price overall or possibly placing a yearly order with the school to secure a lower price. All ideas are welcome.
- Highway Department - On March 17<sup>th</sup>, Brian Brunet, Bernard Reed Jr, Bill Dashnaw and myself met to discuss budget procedure and CHIPS money.

Bill does consulting for our Village now. The Water and Sewer billing is done on a software that Bill helps support on a technical basis. He says we do not have to buy the system since the Village already owns the software. This is the same software that Karen is training with Jane on. Bill Dashnaw creates budgets for many local municipalities. He helped us with some ideas about setting up the 2017 budget – we will move the electricity, heat and phone bills to be paid out of the general account – please note the monies for these are currently in the DA account. For 2017, we will move the monies to the general account for payment. With the dissolution of the Village, we will only operate the highway monies from the DA account (this account includes a tax base of both village and town residents). The village receives approximately \$13,500 in CHIPS monies, this will transfer to the town after the dissolution. The FY 2016 NYS budget reserves CHIPS funding at the 2016 FY rates. We talked about capital reserve funds and how to save for equipment purchases. The meeting was informative.

2016 tentative schedule on CHIPS projects. The Village is looking to do more drain work and would like to have Washington Street completed before beginning work on another area of the village.

Set a date for a tool and equipment inventory meeting with board members, this is a good time to evaluate the equipment before the dissolution and beginning planning purchases for the future, along with finding ways to set money aside for these purchases.

Set a date for a road evaluation with interested board members. Some of the board members are interested in taking a look at the roads that our highway has to plow and maintain, this is also a great way to show us the boundaries and what our employees face regularly.

Insurance Coverage for the Town Barn. There is a separate policy for equipment over \$1,000(these are itemized on the policy). We do not have Garage Keepers Legal Liability.

- X. Review officers reports and bank statements.
- XI. Audit bills (vouchers must be itemized) and a motion to pay bills.
- XII. Motion to Adjourn regular meeting.