

TOWN OF BIG FLATS MINUTES OF JULY 2, 2012

PRESENT:	Supervisor	Teresa Dean
	Council	Edward Fairbrother
		Mike Smith
		Andy Gillette
		Mike Saglibene
	Attorney	Fredrick Ahrens
	Town Clerk	Linda Cross

Supervisor Dean called the Town Board meeting to order at 4:33 p.m. and requested those present to participate in the Pledge of Allegiance.

MINUTES

Councilperson Fairbrother made a motion, seconded by Councilperson Smith to approve the minutes of June 11, 2012 as presented. All in favor except Councilperson Gillette stated nay, motion carried.

UNFINISHED BUSINESS

RESOLUTION NO. 148-12  
SUMMER T.A.F.F.Y. EMPLOYEES AMENDED

Resolution by: Fairbrother  
Seconded by: Smith

WHEREAS the Big Flats Youth Services Department will be hosting the Summer TAFFY Program and the Town Board adopted Resolution No. 131-12 appointing the employees, and

WHEREAS the Youth Services Coordinator, in a memo dated June 20, 2012, requests the Town Board amend the employees, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board amends the Summer TAFFY employees by removing Connor Davis and appointing Julianne Caruso, at the rate of \$7.30 per hour, effective June 25, 2012 – August 3, 2012, and add Abigail Surosky for Summer Teen Night out Events only at the rate of \$8.00 per hour, effective June 25, 2012 – August 7, 2012.

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean  
NAYS: None

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NEW BUSINESS

RESOLUTION NO. 149-12  
ABSTRACT OF AUDITED VOUCHERS APPROVED

Resolution by: Smith  
Seconded by: Gillette

RESOLVE that the Town of Big Flats approve the Abstract of Audited Vouchers for June 2012, vouchers 4000983 – 4001093 and order the bills paid, when in funds, for the following:

GENERAL FUND	\$ 73,003.86
HIGHWAY FUND	\$ 85,601.07
SEWER DISTRICT #1	\$ 1,033.46
WATER DISTRICT #1	\$ 4,056.89
WATER DISTRICT #2	\$ 4,694.17
WATER DISTRICT #3	\$ 1,296.52
WATER DISTRICT #4	\$ 794.31
LIGHTING DISTRICT	\$ 502.32
TRUST & AGENCY	\$ 499.23
DEBT SERVICE FUND	\$ 62,131.25

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean  
NAYS: None

Supervisor Dean made a motion seconded by Councilperson Fairbrother to table the Board of Ethics Amendment until July 25, 2012 so the Town Board had time to review and comment. All in favor motion carried.

RESOLUTION NO. 150-12  
THIRD PARTY MOWING CONTRACT APPROVED

Resolution by: Gillette  
Seconded by: Saglibene

WHEREAS the Town of Board adopted Resolution No. 174-11 which amended the Town of Big Flats Municipal Code, Chapter 8.06 regarding property maintenance and as such, request for proposals were solicited for the purpose of mowing and maintenance of vegetation and weeds, and

WHEREAS said advertisement was duly published in the Elmira Star Gazette and posted on the Town of Big Flats website, and

WHEREAS proposals were received and publicly opened on June 21, 2012, and

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RESOLUTION NO. 150-12, THIRD PARTY MOWING CONTRACT APPROVED continued

WHEREAS the following proposal was received:

Timothy G. Horton DBA Horton Landscaping

P.O. Box 111, Big Flats, NY

Contract Price \$ 35.00 per hour of mowing

\$ 35.00 per hour for mowing and weed whacking

BE IT THEREFORE RESOLVED the Town Board authorizes the request for proposal for the mowing maintenance which includes only the mowing of weed or plant growth in excess of 10 inches on the premises and immediate exterior of the property to at the schedule rate as identified in the request for proposal dated June 20, 2012 to Timothy G. Horton DBA Horton Landscaping.

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean

NAYS: None

RESOLUTION NO. 151-12

ADVERTISE THE POSITION OF DIRECTOR OF RECREATION, PART-TIME APPROVED

Resolution by: Saglibene

Seconded by: Fairbrother

WHEREAS there exists a vacancy in the position of Director of Recreation for the Town of Big Flats, and

WHEREAS the test for position in question is to be filled as a competitive position and subject to examination, and

WHEREAS said examination yielded nine (9) applicants with four (4) being qualified by New York State Civil Service and only two (2) people who passed the examination rendering the list legally insufficient to require an appointment, and

WHEREAS one of the two candidates declined the interview for the position leaving a list of only one and consequently no choice of candidates from which to choose, and

WHEREAS it is anticipated that an eligible list will not be generated for at least another year or more, and

WHEREAS the Town Board has determined that said position should be appointed as a part-time appointment, now

BE IT THEREFORE RESOLVED the Supervisor for the Town of Big Flats is authorized and directed to advertise for position of Director of Recreation, part-time.

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene

NAYS: Dean

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RESOLUTION NO. 152-12  
CHEMUNG COUNTY NATURAL HAZARD MITIGATION PLAN ADOPTED

Resolution by: Fairbrother  
Seconded by: Smith

WHEREAS, the Town of Big Flats, with the assistance from the Chemung County Office of Fire and Emergency Management, has gathered information and prepared the Chemung County Natural Hazard Mitigation Plan; and

WHEREAS, the Chemung County Natural Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Town of Big Flats is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Town of Big Flats has reviewed the Plan and affirms that the Plan will be updated no less than every five years; now

THEREFORE, BE IT RESOLVED by the Town Board that the Town of Big Flats adopts the Chemung County Natural Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean  
NAYS: None

RESOLUTION NO. 153-12  
SECURITY CAMERAS APPROVED

Resolution by: Smith  
Seconded by: Saglibene

WHEREAS due to items missing from the Community Center that involved private and Town property, it was determined that security cameras should be installed, and

WHEREAS since CPE InterLink has provided and installed security cameras throughout the municipal complex, they were contacted to provide recommendation, and

WHEREAS it was determined during installation that additional cameras were necessary, the Town Supervisor authorized the additional cameras, and

WHEREAS for environmental review purposes administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c), and as such no further action is necessary regarding the same, now

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RESOLUTION NO. 153-12, SECURITY CAMERAS APPROVED continued

BE IT THEREFORE RESOLVED the Town Board ratifies the purchase and installation of eight flexidome cameras and necessary DVR, monitor, bullet IDN camera, power supply, BNC connectors, Bosch video baluns, and Coax Siamese, fully installed and operational from CPE InterLink at a cost not to exceed \$5,517.76 with all expenses to be paid from the community center fund.

CARRIED: AYES: Smith, Fairbrother, Saglibene, Dean  
NAYS: Gillette

RESOLUTION NO. 154-12  
ESTABLISHING STANDARDS FOR THE ACCEPTANCE OF COMMUNICATIONS FOR  
THE COMMUNICATION LOG APPROVED

Resolution by: Gillette  
Seconded by: Fairbrother

WHEREAS the Town of Big Flats receives several forms of communications, and

WHEREAS the Town Board approves a Communication Log which accepts and identifies the notification of filing said communications, and

WHEREAS the Town Board feels that in order for communications to be presented in the Communication Log said communication must include, at a minimum, the complete name and either a verifiable email address or mailing address, now

BE IT THEREFORE RESOLVED the Town Board determines that effective immediately in order for communications to be presented in the Communication Log said communication must include, at a minimum, the complete name and either a verifiable email address or mailing address.

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean  
NAYS: None

RESOLUTION NO. 155-12  
JUNE 27, 2012 COMMUNICATIONS LOG APPROVED

Resolution by: Saglibene  
Seconded by: Fairbrother

BE IT RESOLVED that the following communications were received, accepted and filed by the Town Clerk of the Town of Big Flats and referred to the appropriate Department Head for information and/or action:

May 24, 2012

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RESOLUTION NO. 155-12, JUNE 27, 2012 COMMUNICATIONS LOG APPROVED  
continued

Michael Ross – RE: Stream Maintenance under County Route 64. *Referred to: Commissioner of Public Works, Town Board, Attorney for the Town and filed with the Town Clerk.*

June 8, 2012

Big Flats Business Association – RE: Meeting Minutes of June 6, 2012. *Referred to: filed with the Town Clerk.*

June 13, 2012

State of New York Department of Public Service – RE: Lifeline Telephone Program. *Referred to: filed with the Town Clerk.*

State Office of Real Property Tax Services – RE: Tentative Equalization Rate. *Referred to: filed with the Town Clerk.*

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean  
NAYS: None

RESOLUTION NO.156-12  
GUIDELINES FOR INSURANCE WAIVER REQUIREMENT APPROVED

Resolution by: Dean  
Seconded by: Smith

WHEREAS the Town Board adopted Resolution No. 133-12 amending the Use of the Community Center Policy relative to the insurance requirements, and

WHEREAS the determination for “good cause shown” for waiver of the insurance provisions shall henceforth be a determination made by the Town Board upon written application submitted by the Director or the Town Supervisor, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Town Supervisor and Attorney for the Town to provide guidelines for the determination of “good cause shown” for waiver of the insurance.

CARRIED: AYES: Smith, Fairbrother, Gillette, Saglibene, Dean  
NAYS: None

Councilperson Fairbrother made a motion, seconded by Councilperson Smith, to enter into Executive Session to discuss the job performance of a particular person at 4:46 p.m. All in favor, motion carried.

The Town Board reconvened at 5:26 p.m.

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Councilperson Fairbrother made a motion, seconded by Councilperson Saglibene to adjourn the Town Board meeting at 5:27 p.m. All in favor, motion carried.

Date approved: \_\_\_\_\_

Linda J. Cross  
Town Clerk