

MINUTES OF THE NOVEMBER 28, 2012 TOWN BOARD MEETING

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

ABSENT: Council Andy Gillette

Supervisor Dean called the Town Board meeting to order at 4:30 p.m. and requested those present to participate in the Pledge of Allegiance.

CONCERNS OF THE PEOPLE - Judith Kadlec, 26 Landau Drive, asked the Town Board for a response regarding Jane King's question from the last meeting regarding if CAT would be needing sewer and water? Also Chris Thorborg's question regarding Landscaping plans and alternate plan for the wild life and extra traffic, speed decrease and questioning if a traffic light was needed? Judy then stated to the Town Board about the differences of the salaries of the town employees. Judy asked the board "How can you even consider an increase for an employee when they started out at a pretty hefty salary.

Supervisor Dean stated regarding Jane King and Chris Thorborg questions during the Public Hearing for the Special Use Permit for Milton Cat on November 14, 2012, that these concerns needed to be addressed by the Planning Board, meeting which was December 4, 2012. Supervisor Dean also commented that the salary question would not be discussed at a board meeting.

MINUTES

Councilperson Fairbrother made a motion, seconded by Councilperson Smith to approve the minutes of October 22, 2012 as presented. All in favor, except Councilperson Gillette was absent, motion carried.

Councilperson Smith made a motion, seconded by Councilperson Saglibene to approve the minutes of October 24, 2012 as presented. All in favor, except Councilperson Gillette was absent, motion carried.

Councilperson Saglibene made a motion, seconded by Councilperson Fairbrother to approve the minutes of October 31, 2012 as presented. All in favor, except Councilperson Gillette was absent, motion carried.

Councilperson Fairbrother made a motion, seconded by Councilperson Smith to approve the minutes of November 14, 2012 as presented. All in favor, except Councilperson Gillette was absent, motion carried.

MINUTES OF THE NOVEMBER 28, 2012 TOWN BOARD MEETING

NEW BUSINESS

RESOLUTION NO. 229-12
ABSTRACT OF AUDITED VOUCHERS APPROVED

Resolution by: Smith
Seconded by: Saglibene

RESOLVE that the Town of Big Flats approve the Abstract of Audited Vouchers for November 2012, vouchers 4001481-4001582 and order the bills paid, when in funds, for the following:

| | |
|-------------------|---------------|
| GENERAL FUND | \$ 165,750.07 |
| HIGHWAY FUND | \$ 129,371.54 |
| WATER DISTRICT #1 | \$ 26,549.52 |
| WATER DISTRICT #2 | \$ 19,364.61 |
| WATER DISTRICT #3 | \$ 6,969.58 |
| WATER DISTRICT #4 | \$ 1,310.42 |
| LIGHTING DISTRICT | \$ 611.85 |
| TRUST & AGENCY | \$ 940.31 |

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

RESOLUTION NO. 230-12
PURCHASE OF HIGHWAY PLOW TRUCK EQUIPMENT APPROVED

Resolution by: Saglibene
Seconded by: Fairbrother

WHEREAS the purchase of plow equipment for the new Highway Department truck was planned and budgeted by the Town Board for the year 2012, and

WHEREAS the 2013 Mack Plow Truck Cab and Chassis was purchased by Resolution #196-12, and

WHEREAS for environmental review purposes, the purchasing of equipment is a Type II action in accordance with SEQUA 6 NYCRR, Part 617.5 (c) (4) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorized the Commissioner of Public Works to purchase plow equipment for the 2013 Mack Truck as outlined on Oneida County Bid Award #1606 for the sum not to exceed \$77,015.16.

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

MINUTES OF THE NOVEMBER 28, 2012 TOWN BOARD MEETING

RESOLUTION NO. 231-12
SATISFACTION AND DISCHARGE OF THE PROMISSORY NOTE BY
C-J'S COUNTRY KIDS CHILDCARE CENTER, LLC APPROVED

Resolution by: Fairbrother
Seconded by: Smith

WHEREAS, by promissory note dated May 23, 2003 C-J's County Kids Childcare Center, LLC and Carolyn S. Welliver and Gerald M. Welliver individually did execute an obligation for a loan of Eighty thousand dollars (\$80,000.00) from the Town of Big Flats, and

WHEREAS, Carolyn S. Welliver and Gerald M. Welliver did execute a Collateral Security Mortgage to secure said note dated May 23, 2003 given to the Town of Big Flats filed with the Chemung County Clerk May 29, 2003, number 200305777, and

WHEREAS, the aforesaid note has been paid in full and the Town of Big Flats is desirous of executing the within Satisfaction and Discharge, now

BE IT THEREFORE RESOLVED the Town of Big Flats does hereby acknowledge payment of note in full and does hereby release and discharge the aforesaid mortgage, and

FURTHER RESOLVED the Town Board authorizes the Town Supervisor to execute the Satisfaction and Discharge.

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

RESOLUTION NO. 232-12
TEMPORARY STAFF SERVICE FOR THE COMMUNITY CENTER APPROVED

Resolution by: Saglibene
Seconded by: Fairbrother

RESOLVE the Town Board appoints Peggy Zelko as temporary staff service help for the Community Center at a rate of \$9.31 as needed.

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

MINUTES OF THE NOVEMBER 28, 2012 TOWN BOARD MEETING

RESOLUTION NO. 233-12
BUDGET TRANSFERS APPROVED

Resolution by: Smith
Seconded by: Saglibene

WHEREAS a memorandum was received from the Bookkeeper, dated November 21, 2012, requesting authorization to complete a budget transfers due to overspend budgets, 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 authorizes the Bookkeeper to fulfill the following budget transfers:

| | | | | |
|-------|--------------|-----------------|----------|----------|
| To: | A1010.0400 | Town Board | 800.00 | |
| | A3640.0400 | Civil Defense | 800.00 | |
| | A9010.0800 | NYS Ret | 4,794.00 | |
| From: | A1990.0400 | Contingency | | 6,394.00 |
| To: | D5010.0400 | Admin. | 300.00 | |
| From: | D5140.0400 | Misc. | | 300.00 |
| To: | D9010.0800 | NYS Ret | 3,865.00 | |
| From: | D9060.0800 | Hosp & Med Ins. | | 3,865.00 |
| To: | S1-9010.0800 | NYS Ret | 205.00 | |
| From: | S1-9060.0800 | Hosp & Med Ins. | | 205.00 |
| To: | S2-9010.0800 | NYS Ret | 205.00 | |
| From: | S2-9060.0800 | Hosp & Med Ins. | | 205.00 |

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

EXECUTIVE SESSION: Councilperson Fairbrother made a motion, seconded by Councilperson Smith, to enter into Executive Session to discuss particular job performance of a specific individual employee for the Town and asked the Commissioner of Public Works to attend the executive session at 4:40 p.m. All in favor except Councilperson Gillette was absent, motion carried.

The Commissioner of Public Works exited the Executive Session at 4:44 p.m.

Supervisor Dean reconvened the Town Board meeting at 5:39 p.m.

MINUTES OF THE NOVEMBER 28, 2012 TOWN BOARD MEETING

RESOLUTION NO.234-12
PART-TIME SECRETARY AT THE BIG FLATS COMMUNITY CENTER APPOINTED

Resolution by: Saglibene
Seconded by: Smith

WHEREAS there exists a vacancy in the position of Secretary at the Town of Big Flats Community Center, and

WHEREAS the Town Board had determined that the position should remain a part-time position, and

WHEREAS the Director of Recreation reviewed the applications submitted for the Director of Recreation position, and

WHEREAS the Director conducted interviews of five potential candidates, and

WHEREAS the Director recommends the appointment of Fawn Pavlino to the vacant position of Secretary for the Community Center, and

WHEREAS for environmental 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 appoints Fawn Pavlino as the Secretary, part-time for the Community Center with a probationary period for not less than 8 weeks nor to exceed 26 weeks at the rate of \$10.50 per hour, and

FURTHER RESOLVED the Town Supervisor is authorized to complete the required Report of Personnel Change (RPC).

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

RESOLUTION NO. 235-12
SALARY INCREASE FOR SECRETARY FOR DEPARTMENT OF PUBLIC WORKS
APPROVED

Resolution by: Smith
Seconded by: Saglibene

WHEREAS Laura Sullivan, DPW Secretary, has successfully completed her six month probation period, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance

MINUTES OF THE NOVEMBER 28, 2012 TOWN BOARD MEETING

RESOLUTION NO. 235-12, SALARY INCREASE FOR SECRETARY FOR DEPARTMENT OF PUBLIC WORKS APPROVED continued

with SEQRA 6 NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, NOW

BE IT THEREFORE RESOLVED the Town Board, as recommended by the Commissioner of Public Works in a memo dated November 21, 2012, approve a \$300.00 (Three hundred dollar) salary increase for Laura Sullivan to be effective November 29, 2012.

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

Councilperson Fairbrother made a motion, seconded by Councilperson Smith to adjourn the Town Board meeting at 5:41 p.m. All in favor except Councilperson Gillette was absent, motion carried.

Date approved: _____

Linda J. Cross
Town Clerk