

TOWN BOARD MEETING OF NOVEMBER 16, 2011

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

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.

RESOLUTION NO. 230-11
TOWN BOARD MEMBER APPOINTMENT
APPROVED

Resolution by: Fairbrother
Seconded by: Smith

WHEREAS a vacancy on the Town Board exists and during the General Election Michael Saglibene was elected to be beginning a 4-year term of office on January 1, 2012, and

WHEREAS the Town Board has determined that Michael Saglibene should be appointed to fill the vacancy until December 31, 2011, and

WHEREAS for environmental review purposes the Town Board finds this to be Type II administrative action pursuant to 6NYCRR 617.5(c)(19) and as such, no environmental review is required for a Type II action, now

BE IT THEREFORE RESOLVED the Town Board appoints Michael Saglibene, 3 Radar Hill Drive, Big Flats to fill the vacancy of Town Board member with a term ending December 31, 2011.

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

Linda Cross Town Clerk swore Michael Saglibene into office as Town Board member.

The Town Board Meeting was temporarily suspended.

WATER BOARD

Supervisor Dean called the Water Board meeting to order at 4:33 p.m.

OLD BUSINESS

RESOLUTION NO. 231-11
BUDGET AMENDMENTS APPROVED

Resolution by: Fairbrother
Seconded by: Smith

WHEREAS a memorandum was received from the Bookkeeper, dated October 27, 2011, requesting authorization to complete budget amendment for district 1 & 2 water tank painting project, 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 amendment:

WATER #1

Increase Appropriations Reserve - S1 0960.0018	\$299,404	
Increase S of S Power & Pump CO-S1 8320.0200		\$299,404
Increase Appropriate Fund Balance – S1 0909		\$299,404
From Fund Balance – S1 0909		\$ 79,404
From Repair Reserve Fund – S1 0882		\$ 20,000
From Capital Reserve Fund – S1 0878		\$200,000

For SCADA Equipment

To S of S Power & Pump CE – S1 8320.0400	\$ 7,000	
From Engineering CE – S1 1440.0400		\$ 7,000

WATER #2

Increase Appropriations Reserve - S2 960.0018	\$353,276	
Increase S of S Power & Pump S2 8320.0200		\$353,276
Increase Appropriate Fund Balance – S20909		\$353,276
From Fund Balance – S2 0909		\$ 53,276
From Repair Reserve Fund – S2 0882		\$100,000
From Capital Reserve Fund – S2 0878		\$200,000

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

RESOLUTION NO. 232-11
DELINQUENT WATER DISTRICT CUSTOMERS TO BE INCLUDED ON THE
2012 TAX BILL

Resolution by: Smith
Seconded by: Gillette

WHEREAS the Town Board has received a list of all delinquent water customers for Water Districts #2, #3, and #4, dated October 26, 2011, and

WHEREAS said water customers have been notified that said delinquent bills must be paid by October 27, 2011, and

WHEREAS for environmental review, administration is a Type II action in accordance with SEQRA, 6NYCRR Part 617.5 (c) (20), now

BE IT THEREFORE RESOLVED the Town Board delegates authority, if necessary, to make changes to the proposed delinquent water customers list to the Account Clerk for the Water Department and the Water Systems Supervisor, and

FURTHER RESOLVED the Town Board authorizes the delinquent water customers list as of October 26, 2011 for Water Districts #2, #3, and #4 be forwarded to the Chemung County Real Property Tax Services for inclusion on the 2012 tax bills.

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

Since there was no further business to come before the Water Board, Supervisor Dean closed the Water Board meeting at 4:35 p.m.

SEWER BOARD

Supervisor Dean called the Sewer Board meeting to order at 4:35 p.m.

NEW BUSINESS

RESOLUTION NO. 233-11
SEWER DISTRICT NO. 1, BUDGET AMENDMENTS AND TRANSFERS
APPROVED

Resolution by: Gillette
Seconded by: Fairbrother

WHEREAS a memorandum was received from the Bookkeeper, dated October 27, 2011, requesting authorization to establish a Sewer District No. 1 2011 Budget Amendments and Transfers, and

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RESOLUTION NO. 233-11, SEWER DISTRICT NO. 1, BUDGET AMENDMENTS AND TRANSFERS APPROVED continue

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 establishes the following Sewer District No. 1 fund:

Increase Appropriations	G10960	\$861	
Increase Sewer Operating & Maint	G1 8120.040	\$861	
Increase Appropriate Fund Balance	G18120.0400	\$861	
From Fund Balance	G1 0909		\$ 861

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

Since there was no further business to come before the Sewer Board, Supervisor Dean closed the Sewer Board meeting at 4:36 p.m.

TOWN BOARD

Supervisor Dean reconvened the Town Board meeting to order at 4:37 p.m.

CONCERNS OF THE PEOPLE – NONE

REPORTS

Supervisor Dean stated the following reports for October 2011 have been received and are on file in the office of the Town Clerk:

Town Clerk's Monthly Report, Youth Department Monthly Report, SPCA Monthly Report, Community Center Monthly Report, Supervisor's Fund Balance Report, Assessor's Monthly Report, Department of Public Works Monthly Report, Justice Court Monthly Report.

Supervisor Dean reported the following:

- December 1st at 11:30 regarding Roth 457 program.
- Senior Night Out is on December 3, 2011, from 7:00 – 10:00 p.m.

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OLD BUSINESS

RESOLUTION NO. 234-11
2012 BUDGET APPROVED

Resolution by: Fairbrother
Seconded by: Smith

WHEREAS the Town Supervisor has prepared the 2012 Preliminary Budget, and

WHEREAS a Public Hearing for said Preliminary Budget was duly held on November 9, 2011 at 4:30 p.m., and

WHEREAS for environmental purposes this is a Type II Action in accordance with 6NYCRR, Part 617.5(c)(20) and as such no further review is necessary, now

BE IT THEREFORE RESOLVED that the Town Board adopts the 2012 Budget as submitted on October 26, 2011, titled "Town of Big Flats 2012 Preliminary Budget".

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

NEW BUSINESS

RESOLUTION NO. 235-11
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 November 2011, vouchers 4000247 – 4000337 and order the bills paid, when in funds, for the following:

GENERAL FUND	\$130,582.66
HIGHWAY FUND	\$ 88,139.45
WATER DISTRICT #2	\$ 22,140.92
WATER DISTRICT #3	\$ 5,848.95
WATER DISTRICT #4	\$ 1,103.82
LIGHTING DISTRICT	\$ 590.69
TRUST & AGENCY	\$ 445.01

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

RESOLUTIN NO. 236-11
PART-TIME TO THE JUSTICE APPOINTMENT APPROVED

Resolution by: Gillette
Seconded by: Fairbrother

WHEREAS the Town Justice have recommended the Town Board hire Andrea L. Schumaker for the position of clerk to the Justice, Part-time, and

WHEREAS for environmental review purpose, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (4) and as such no further action is necessary regarding the same,

NOW BE IT THEREFORE RESOLVED the Town Board authorizes the hiring of Andrea L. Schumaker, 526 State Route 414, Beaver Dams, as the Clerk to the Justice, Part-time effective November 21, 2011 at the rate of \$10.00 per hour.

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

RESOLUTION NO. 237-11
ADVENT DECORATIONS INSTRUCTOR APPROVED

Resolution by: Saglibene
Seconded by: Gillette

WHEREAS the Community Center Director of Recreation has determined and recommended that a Advent Wreath Instructor is needed to provide general recreational activities as part of the Big Flats Community Center services and programs, and

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

BE IT THEREFORE RESOLVED the Town Board hereby authorizes the Town Supervisor to execute a service contract with Bianca Heldt for the purpose of providing instruction on how to make an Advent decoration at a cost of (rate of pay) \$25 for medium decoration and \$31 for large decoration in accordance with the terms and conditions of the agreement submitted herewith.

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

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RESOLUTION NO. 238-11
HIGHWAY FUND BUDGET AMENDMENT APPROVED

Resolution by: Fairbrother
Seconded by: Smith

WHEREAS a memorandum was received from the Bookkeeper, October 27, 2011, requesting authorization to amend 2011 budget for the additional interfund transfer from General Fund, 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 following highway fund budget amendment:

Increase Estimated Revenues D0510	\$142,000.00	
Increase Interfund Revenues D5031	\$142,000.00	
Increase Appropriation D0960	\$142,000.00	
Increase Permanent Improvements D5112.04000		\$142,000.00.
To Administration D5010.0100	\$1,500.00	
To Administration 5010.0400	\$ 180.00	
From Unemployment Ins. D9050.0800		\$ 1,680.00

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

RESOLUTION NO. 239-11
2011 BUDGET AMENDMENT APPROVED

Resolution by: Dean
Seconded by: Fairbrother

WHEREAS a the Town is in receipt of a second \$250.00 donation from Gap Inc. Foundation for the Youth Department activities, and

WHEREAS a request authorization to amending the 2011 budget, 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 following budget amendment:

Increase Estimated Revenues A0510	\$250.00	
Increase Gifts & Donation – A2705	\$250.00	
Increase Appropriations – A0960	\$250.00	
Increase Youth – A7310.0400		\$250.00

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RESOLUTION NO. 239-11, 2011 BUDGET AMENDMENT APPROVED continued

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

RESOLUTION NO. 240-11
DEBT SERVICE FUND AMENDMENT APPROVED

Resolution by: Smith
Seconded by: Gillette

WHEREAS a memorandum was received from the Bookkeeper, October 27, 2011, requesting authorization to amend 2011 budget for the Debt Service Fund, 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 following budget amendment and transfer:

Increase Appropriations – V0960	\$5,000	
Increase Principal Serial Bonds – V9710.0600	\$5,000	
Increase Appropriated Fund Balance –V0599	\$5,000	
From Fund Balance V0909		\$5,000

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

RESOLUTION NO. 241-11
NON- DISCLOSURE AGREEMENT WITH CORNING, INC. APPROVED

Resolution by: Gillette
Seconded by: Saglibene

WHEREAS, Corning Inc. is in a project for the Big Flats plant renovation; and

WHEREAS, for compliance with codes and ordinances there will be disclosure of proprietary information relative to the aforementioned project; and

WHEREAS, said non-disclosure agreement must also comport with the Freedom of Information Law; and now

THEREFORE BE IT, resolved the Town Supervisor is authorized and directed to execute a non-disclosure agreement with Corning, Inc., subject to approval by the Town Attorney for the Town of Big Flats; and

BE IT FURTHER RESOLVED, certified copies by the Town Clerk to Corning, Inc.

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

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CORRESPONDENCE

Program Updates/Time Warner Cable. A letter was received from Time Warner Cable, dated October 24, 2011, regarding their programming changes.

Relocation of Corning Hospital SEQR Lead Agency Notice/Fagan Engineers. A letter was received from Fagan Engineers, regarding the town of Corning declaring themselves as lead agency for the relocation for Corning Hospital project.

Minutes/Big Flats Business Association. A copy of the Meeting Minutes of the Big Flats Business Association, dated November 2, 2011, was received.

Councilperson Gillette questioned security in our court office. Supervisor Dean replied she would call the Town of Horseheads regarding their type of security agreement.

EXECUTIVE SESSION: Councilperson Fairbrother made a motion, seconded by Councilperson Smith, to enter into executive session to discuss particular personnel matter with no report or further action. All in favor, motion carried.

Councilperson Fairbrother made a motion, seconded by Councilperson Smith, to adjourn the Town Board meeting at 5:02 p.m. All in favor, motion carried.

Date approved: _____

Linda J. Cross
Town Clerk