

**Town of Malone
Regular Board Meeting
April 22, 2015**

A regular meeting of the Malone Town Board was held Wednesday, April 22, 2015 at the Malone Town Offices, 27 Airport Rd., Malone, NY, commencing at 6:00 p.m.

PRESENT: Supervisor Howard Maneely
Councilor Mary Scharf
Councilor Louise Taylor
Councilor John Sullivan
ABSENT: Deputy Supervisor Paul Walbridge

RECORDING SECRETARY: Denice Hudson, Town Clerk

ALSO PRESENT: Andrea Stewart, Budget Officer
Bruce Mallette, Highway Superintendent
Michael Lamitie, Malone
Michaila Spaulding, Malone
Nancy Legacy, Malone
Andre LaPlante
Frank DiFiore, Malone Telegram

CALL TO ORDER: Supervisor Maneely called the meeting to order at 6:00 p.m., with a pledge to the flag.

MINUTES:

Approval of April 8, 2015 regular meeting and April 14, 2015 special meeting.

Motion – Councilor Taylor

Second – Councilor Sullivan

Resolved (#114 – 2015) to accept the Minutes of April 8, 2015 regular meeting, and April 14, 2015 special meeting, and to place in file.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf - Aye

REPORTS:

Motion – Councilor Scharf

Second – Councilor Taylor

Resolved (#115 – 2015) to accept the following reports for review and filing as written and placed in the file: Code Officer – 3/2015, Highway logs – 3/2015, Airport Manager log – 3/2015, Airport Lease Manager Status Report – 4/20/2015, Receiver of Taxes – 3/2015.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

OLD BUSINESS:

Limekiln Road Abandonment Update

As indicated at last meeting, Supervisor Maneely spoke to John Hutchins and he believes the Town is to hold the public hearing regarding the road abandonment. Mr. Hutchins indicated can be part of it, or send a report to be read at public hearing. Supervisor Maneely spoke to Attorney Anderson-Duffy with regard to this. Supervisor Maneely stated all property owners need to be notified in writing they can appear at the Public Hearing. Supervisor Maneely expects help of Highway Superintendent Mallette. He indicated to Attorney Duffy he wants everything ready at the next meeting to set a public hearing.

SUPERVISOR REPORTS:

Motion – Councilor Sullivan

Second – Councilor Scharf

Resolved (#116 – 2015) to grant Supervisor Maneely permission to sign physicals for Malone Call firemen E. Phillip Delarm, Jr. and Mark A. Perry and add them to the Franklin County Self Insurance Plan.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

**Town of Malone
Regular Board Meeting
April 22, 2015**

Councilor Scharf had Complete Streets meeting today and they are still proposing to the Village that rather than build an actual sidewalk on State Street, we have a lane painted because the street is just less than 30 feet wide. They do not want to interrupt people's property because the gas lines and poles are there. We have a sample from Montreal and some other cities where you can paint lines and have removable markers. We are going to propose that. There is also some they have come across, and Chief Premo indicated there were some problems with kids walking on Jayne Street by the Middle School. They will either use the money for a walkway on Jayne Street, or if the money needs to be used for seniors, they will look to build walkway from Nursing Home to Park Street. There is money for one of the projects.

SUPERINTENDENT OF HIGHWAY REPORTS:

Highway Superintendent Mallette stated the department has been doing sweeping. He has a few trailers he would like to purchase through CHIPS which would be used for hauling equipment for culverts and the other used for dust control and for the roller. Will be handier for us to move around.

The draft bid for sand and gravel was provided Board Members and Supervisor Maneely asked if there was any sand or gravel left from last year. Asking that a mining permit for pit was added so we know everyone is good to go. Option 2 where we have to purchase gravel already made, was changed to Item #4 crushed gravel.

Councilor Scharf asked if we will have some gravel left to do some repairs. Superintendent Mallette indicated there was and would like to get gravel on neglected roads. With regard to work the department will be starting with start with finishing the Wheeler Road, move to the Whitten Road and replace all culverts, put gravel in place, and next year will be black topped. Supervisor Maneely inquired about Robinson Circle, and Superintendent Mallette stated that is a small job and they should be able to fit that in.

Motion – Councilor Scharf

Second – Councilor Sullivan

Resolved (#117 – 2015) to have Gravel Bids returned on May 13, 2015 at 11:00 a.m., and Sand Bids returned on May 13, 2015 at 11:15 a.m., and to publish Request for Bids in the Malone Telegram.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

Supervisor Maneely spoke with regard to the purchase of two trailers for \$19,974.00 one to haul culvert and to haul new John Deere tractor and sprayer to do our own dust control. This will save us some money as we can do at our pace.

Motion – Councilor Sullivan

Motion - Councilor Scharf

Resolved (#118 – 2015) to allow Highway Superintendent Mallette to purchase two trailers using CHIPS funds in the amount of \$19,974.00.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

NEW BUSINESS:

Justice Lamitie addressed the board regarding Letter of Resignation of Karissa Russell, Justice Court Clerk effective 5/2/2015. He would like to hire another individual and requests the position be a full-time position at 30 hours per week.

Supervisor Maneely indicated he spoke with Franklin County Personnel and we would have to put together a job description for approval to create the position. Justice Lamitie worked with Andy Stewart on job description for the part-time position, and will make changes as necessary. The position would probably have to be a civil service position and that person would have to take the civil service exam. Supervisor Maneely further indicated Personnel has a current list and if we request it, they will begin canvassing in the meantime. Council Scharf indicated we need to create the position and

**Town of Malone
Regular Board Meeting
April 22, 2015**

send a letter to the County with description. Supervisor Maneely indicated Personnel stated the active list will be frozen sometime in May.

Motion – Councilor Scharf
Second - Councilor Sullivan

Resolved (#119 - 2015) to hire full-time Justice Court account clerk as per description and notify County Personnel office for the civil service, salary to be determined on qualifications.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

Discussion: Budget Officer Stewart asked that we first adopt a resolution rescinding position of part-time account clerk for Justice Court and actually create position. You cannot hire someone until you actually create position and get that on board with the County.

Motion – Councilor Scharf
Second – Councilor Sullivan

Resolved (#120 - 2015) to rescind the Justice Court account clerk part-time position and make it a full-time position of 30 hours per week.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

Resident Nancy Legacy volunteered her services two days a week to help out, no salary required. Ms. Legacy would be willing to volunteer for two days a week. Ms. Legacy stated she was a Chief Court Clerk in Watertown for 20 years and has sufficient knowledge to assist, and understands how Court can get backlogged quickly. Justice Lamitie would need to do research on this request. Justice Lamitie thanked her and indicated he would speak with Justice Gardner, who is currently on vacation, and be back in touch with her. Ms. Legacy is a resident and indicated this would be saving her tax dollars, too.

Justice Lamitie thanked the board on his behalf and on behalf of Justice Gardner.

Motion – Councilor Scharf
Second – Councilor Sullivan

Resolved (#121 – 2015) to accept resignation of Karissa Russell, with regrets.

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

Motion – Councilor Scharf
Second – Councilor Taylor

Resolved (#122 – 2015) to make the following journal entries to accommodate payroll software:

From:		
A1220.1 Supervisor – Personal Services	\$9,112.00	
A1330.1 Tax Receiver Personal Services	20,769.00	
A1460.1 Records Management Personal Services	1,100.00	
To: A1410.1 Town Clerk Personal Services		\$30,981.00
From:		
B3610.1 Safety Inspection Personal Services	\$17,500.00	
To: B8010.1 Zoning Personal Services		\$17,500.00

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

**Town of Malone
Regular Board Meeting
April 22, 2015**

Motion – Councilor Taylor

Second – Councilor Sullivan

Resolved (#123 – 2015) to grant permission to Budget Officer Stewart to transfer \$12,153.68 from A1990.4 Contingency to A1410.1 Personal Services (Accumulated Sick Leave & Vacation Buyback).

CARRIED (4 - 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf – Aye

BILLS FOR AUDIT & PAYMENT:

Motion – Councilor Sullivan

Second – Councilor Taylor

Resolved (#124 - 2015): that the following bills, having been audited, Vouchers #372-407, be paid:

General Fund (A) – Abstract #8	\$9,076.35
Part Town General – Abstract #7	2.03
Highway Townwide (DA) – Abstract #8	9,270.54
Highway Outside (DB) – Abstract #8	4,987.14
Airport Cap. Proj. – Abstract #5	9,076.35
Trust & Agency (T) – Abstract #16	28,183.47
Grand Total:	\$53,818.25

CARRIED (4- 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan – Aye Councilor Taylor - Aye Councilor Scharf - Aye

ADJOURN:

At 6:25 p.m.

Motion – Councilor Scharf

Second – Councilor Sullivan

Resolved (#125 - 2015) there being no further business to come before the Board that it adjourn, with the next meeting to be May 13, 2015 at 6:00 p.m., preceded by the IDA meeting at 5:45 p.m.

CARRIED (4- 0) – Supervisor Maneely - Aye Deputy Supervisor Walbridge – Absent Councilor Sullivan - Aye Councilor Taylor - Aye Councilor Scharf - Aye

RESPECTFULLY SUBMITTED,

DENICE A. HUDSON, TOWN CLERK