

**TOWN OF MALONE
REGULAR MEETING
February 22, 2017**

A regular meeting of the Town Board of the Town of Malone, County of Franklin and the State of New York was held at the Town Offices, 27 Airport Rd., Malone, NY on the 22nd day of February, 2017

PRESENT: Howard Maneely ----- Supervisor
 John Sullivan ----- Deputy Supervisor
 Louise Taylor ----- Councilor
 Ed Lockwood ----- Councilor

ABSENT: Mary Scharf ----- Councilor

(Councilor Scharf was absent due to attendance at a conference for Town business.)

RECORDING SECRETARY: Deborah Hutchins, Town Clerk

ALSO PRESENT: Denice Hudson, Budget Officer
 Lillian Anderson-Duffy, Town Attorney
 Bruce Mallette, Highway Superintendent
 Bruce Burditt, Airport Service Worker
 Evan Warner, Malone
 Keisha Mayville, Malone
 Frank Difiore, Malone Telegram

CALL TO ORDER: Supervisor Maneely called the regular meeting to order at 6:00 PM, with a pledge of allegiance to the flag and welcomed the students in attendance.

APPROVAL OF MINUTES

RESOLUTION 57-2017

On a motion of Councilor Lockwood, seconded by Deputy Supervisor Sullivan, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
 Nays 0

Resolved to approve the minutes of the February 8, 2017 Regular Meeting.

REPORTS

RESOLUTION 58-2017

On a motion of Deputy Supervisor Sullivan, seconded by Councilor Lockwood, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
 Nays 0

Resolved to accept the following reports for review as written and placed in file: Justices Gardner and Robert – 01/2017 and Code Office – 01/2017.

OLD BUSINESS:

RESOLUTION 59-2017 – Employee Handbook

On a motion of Deputy Supervisor Sullivan, seconded by Councilor Lockwood, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
 Nays 0

Resolved to accept the new Town of Malone Employee Handbook of Policies and Procedures as written and presented.

All employees will receive a copy and will be required to sign acknowledgement of receiving the new handbook. Such signed acknowledgement which will be filed in each employee's personnel file.

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RESOLUTION 60-2017 – New Vehicle(s) Lease/Purchase

On a motion of Councilor Lockwood, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved to approve to advertise for solicitation of bids for new vehicles for lease and/or purchase to be due back to the Town Clerk by March 22, 2017 at 10:00 AM at which time they will be publicly opened and read aloud.

SUPERVISOR REPORT:

RESOLUTION 61-2017 – Sub-Recipient Agreement for Administration of Grant

On a motion of Deputy Supervisor Sullivan, seconded by Councilor Lockwood, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved to approve the Sub-recipient agreement for administration (Friends of the North Country) of the Town's CDBG award.

RESOLUTION 62-2017 – Designation of Certifying Officer - SEORA

On a motion of Councilor Lockwood, seconded by Deputy Supervisor Sullivan, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved for permission for Supervisor to sign Designation of Certifying Officer and Environmental Responsibility Certification, Certification of SEQRA Classification (Type II Action). Certification of NEPA Classification (Categorically Excluded), NEPA Classification Checklist, Statutory Checklist, and Compliance Plan Certification.

RESOLUTION 63-2017 – SEQR Exemption

On a motion of Councilor Lockwood, seconded by Deputy Supervisor Sullivan, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved that the Town of Malone as the Lead Agency determines that this is a Type II Action exempt from SEQR because it involves the replacement and/or rehabilitation of a facility or structure on the same site.

RESOLUTION 64-2017 - Shared Services Agreement with NYSDOT

On a motion of Councilor Lockwood, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved for approval for Supervisor to sign the Shared Services Agreement between NYSDOT and the Town of Malone for a two year period beginning January 12, 2017 and ending on January 12, 2019.

BOARD MEMBER/COMMITTEE ITEMS:

RESOLUTION 65-2017 – Energy Benchmarking

On a motion of Deputy Supervisor Sullivan, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood

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Nays 0

Resolved to approve Benchmarking of Energy in the Town.

Deputy Supervisor also stated he has the Unified Solar Permit form that goes along with the clean energy community information that the Town will start using.

SUPERINTENDENT OF HIGHWAYS:

Superintendent Mallette reported the new boiler system is installed at the garage. He stated that they are waiting for the representative from Weil McClain to come to do the initial start-up which is included in the bid. Councilor Lockwood asked what the delay was for them to get here to do the start-up. Superintendent Mallette stated he will call them again tomorrow to request start up as soon as possible.

Superintendent Mallette then reported on the deteriorating condition of the R210LC Excavator as the undercarriage is rotting. He stated that he has found another Town with the same excavator with a rebuilt undercarriage for sale and he requested approval to put in a proxy bid not to exceed \$25,000 plus 10% premium fee for auctioneer. Superintendent Mallette further explained the proxy bidding process to the Board and reported on his discussions with the Superintendent at the Town of Wheatfield that has excavator for sale.

RESOLUTION 65-2017 – Proxy Bid for Excavator

On a motion of Councilor Lockwood, seconded by Deputy Supervisor Sullivan, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved to approve the Highway Superintendent to submit a proxy bid not to exceed \$25,000 plus 10% premium for a used excavator with rebuilt undercarriage.

CORRESPONDENCE:

RESOLUTION 66-2017 – Resignation of Secretary Board of Variance & Appeals

On a motion of Councilor Lockwood, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved to accept the resignation of Andrea Dumas as the Secretary to the Board of Variance and Appeals.

RESOLUTION 67-2017 – New Secretary of Board of Variance & Appeals

On a motion of Deputy Supervisor Sullivan, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved to approve appointment of Deborah Hutchins as the new Secretary to the Board of Variance and Appeals.

RESOLUTION 68-2017 – Assessor Training

On a motion of Councilor Lockwood, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved to approve Assessor Hewitt to attend training for Google Earth Pro on March 17, 2017 with reimbursement for mileage.

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From Senator Betty Little – response letter regarding AIM funding. Supervisor Maneely stated the Town will work with the County Manager on this.

NEW BUSINESS:

EXECUTIVE SESSION (if warranted):

BILLS FOR AUDIT & PAYMENT:

RESOLUTION 69-2017

On a motion by Councilor Lockwood, seconded by Councilor Taylor, the following resolution was

ADOPTED Ayes 4 Maneely, Sullivan, Taylor, Lockwood
Nays 0

Resolved that the following bills, having been audited and approved for payment, Vouchers #161-202

| | 2016 | 2017 |
|--|---------|--------------------|
| General Fund (A) – Abstracts #4 | \$39.90 | \$6,989.76 |
| Part Town General (B) – Abstract #4 | 397.92 | 57.97 |
| Highway Townwide (DA) – Abstract #4 | | 6,935.43 |
| Highway Outside (DB) – Abstract #4 | | 3,800.40 |
| West Side Water (FW) – Abstract #1 | | 5,025.31 |
| Landfill Closure (H7) – Abstract #2 | | 2,111.35 |
| Airport Capital Project (H4) – Abstract #1 | | 1,099.97 |
| Trust & Agency (T) – Abstract #9 | | 37,435.59 |
| Sub-Totals | 437.82 | 63,455.78 |
| GRAND TOTAL: | | \$63,893.60 |

ADJOURN:

RESOLUTION 70-2017

With no further business to be brought before the Board and on a motion of Deputy Supervisor Sullivan, seconded by Councilor Lockwood, the meeting was adjourned at 6:30 PM. The next regular meeting is scheduled for March 8, 2017 at 6:00 PM with the IDA meeting at 5:45 PM.

RESPECTFULLY SUBMITTED,

DEBORAH A. HUTCHINS, TOWN CLERK