

**TOWN OF MALONE
REGULAR MEETING
May 10, 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 10th day of May, 2017.

PRESENT: Howard Maneely ----- Supervisor
 John Sullivan ----- Deputy Supervisor
 Louise Taylor ----- Councilor
 Mary Scharf ----- Councilor

ABSENT: Ed Lockwood ----- Councilor

RECORDING SECRETARY: Deborah Hutchins, Town Clerk

ALSO PRESENT: Lillian Anderson-Duffy, Town Attorney
 Bruce Burditt, Airport Service Worker
 Bruce Mallette, Highway Superintendent
 EJ Conzola, Malone Telegram
 Nancy Legacy, Malone
 Nick Eells, Malone
 Curtis Landry, Malone
 Josh Oshiro, Malone

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

APPROVAL OF MINUTES

RESOLUTION 125-2017

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

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

Resolved to approve the minutes of the April 26, 2017 Regular Meeting.

REPORTS

RESOLUTION 126-2017

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

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

Resolved to accept the following reports for review as written and placed in file:

Town Clerk – 04/2017, Airport Service Worker – 04/2017 and Code Officer - 04/2017.

OLD BUSINESS:

RESOLUTION 127-2017 - Sand & Gravel Bids

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

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

Resolved to accept Superintendent of Highway's recommendation to award the sand and gravel bids to the low bidder Titus Mountain for Gravel- Option #2 @ \$8.75/yd. and Sand- Option #2 @ \$2.90/yd.

SUPERINTENDENT OF HIGHWAYS:

Superintendent Mallette asked if the vehicles have been ordered. Supervisor Maneely stated that he and Deputy Supervisor Sullivan will go to Bailey to order the vehicles. Supervisor Maneely stated that the new ones will not be registered until an equal amount of vehicles are taken off the road. Superintendent Mallette stated that he will switch out the plates and his intention is to send those vehicles to auction. Discussion was held on the auction process and the Town Board having the final say on pricing before anything actually gets sold.

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Superintendent then asked for permission to hire the same seasonal worker that he did last year.

RESOLUTION 128-2017 – Rehire Seasonal Worker

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

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

Resolved to approve rehire of seasonal employee from last year for this summer.

Superintendent Mallette then stated that he has emailed all Town Board members about the used Paver and Low-Boy Trailer that he has found and visually inspected. He would like to put it out to bid for a newer paver and trailer. He further discussed the condition of his current paver and the need for an upgraded one. Councilor Scharf questioned the comparison of existing cost to future cost relative to this equipment and discussion was held on this. Supervisor Maneely questioned why other Towns have the County do their paving and we don't. Superintendent Mallette stated that they can only get about 1.5 to 2 weeks of paving from the County and that is not enough for what needs to be paved. He further stated that he paved for over a month last year. He then stated that the Superintendent for the Town of Chateaugay will purchase a roller if we purchase a paver and will work with them on shared services. He also stated that the County only has one paver and there are no other options if their machine broke down. Councilor Scharf asked again for an answer to her question on cost comparison. Superintendent Mallette stated that it would end up costing about \$40,000 to update a paver.

Councilor Scharf stated that she would like to make a motion to approve getting bid advertised to see how numbers come in. Deputy Supervisor Sullivan stated that he feels there should be an in-depth discussion with Jon Hutchins, County Highway Superintendent, to get his point of view before spending. Councilor Scharf stated that she is just making a motion to find out what the actual cost would be, not a motion to spend any money.

RESOLUTION 129-2017 – Bids for Paver

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

ADOPTED Ayes 3 Sullivan, Taylor, Scharf
Nays 1 Maneely

Resolved to approve advertisement in the Malone Telegram for paver bids.

Discussion was then held on the trailer and whether or not to put out to bid as Supervisor Maneely questioned if it is legal for the road.

RESOLUTION 130-2017 – Bids for Low-Boy Trailer

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

ADOPTED Ayes 3 Sullivan, Taylor, Scharf
Nays 1 Maneely

Resolved to approve advertisement in the Malone Telegram for trailer bids.

Further discussion was held on the trailer details and the fact that a new goose neck (to the cost of \$12,000) could need to be added to the trailer to make it road legal with existing truck, however, the trailer's value is only \$9,000.

Presentation by Nick Eells of the 2015 Town Audit:

Nick Eells of Hoffman, Eells & Gray, CPA's, then presented the 2015 Town of Malone financials audit to the Board. Mr. Eells reviewed each page of the summary audit document as distributed to all Board members. Some of the highlights touched on were:

- Audit approach is risk-based.
- Auditor, Management and Board responsibilities.
- Auditor's report expresses unmodified opinion on the general purpose of financial statements.

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- Net assets at the close of the fiscal year is \$6,628,788, general revenues which included real property taxes, state aid, use of money and property accounted for \$3,361,746 (87% of all revenues), capital grants accounted for \$481,578 (13% of total revenues).
- Net assets increased by \$190,742 over 2014.
- Total assets equaled \$11,026,689 and total liabilities of \$4,398,081.
- Total fund balance was \$2.3M.
- Capital Assets were \$11,970,242 with \$4,906,233 in depreciation resulting in approx. \$8M in Net Assets.
- Long term liabilities were \$3,758,776 (includes landfill closure and post- employment benefits)
- Summary of findings included: recommendation of an accounting system, recommendation to reform bank reconciliation procedures, and recommendation that a formal capital assets policy be implemented.

Mr. Eells stated that he would like to see some new accounting software installed and less of the ledger books. Councilor Scharf asked if this would lower audit costs and Mr. Eells stated their fees would be reduced as there is much time spent reconciling the ledgers. He also stated that it would make it easier to get state reporting filed in a timely manner.

SUPERVISOR REPORT:

RESOLUTION 131-2017 – MCF Physicals

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

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

Resolved for permission for Town Supervisor to sign the following MCF Physicals (Mark Trudo) and add to the Franklin County Self Insurance Plan.

RESOLUTION 132-2017 – GovPayNet

The Town Clerk distributed information to all Board members regarding the GovPayNet credit/debit card acceptance program. She explained that she has spoken to other municipalities and all are very satisfied with the program. She further explained how many residents come in expecting to be able to pay with their debit or credit card and the convenience to them if the Town did accept this form of payment. The program is no cost to the Town as the fees are all paid by the customer if they choose to pay by credit or debit card. She further explained that she would like to start using the program with walk-in customers and if all works well throughout the slower summer months, begin using during tax collection season to include on-line payments.

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

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

Resolved to allow the Town Clerk to begin using the GovPayNet credit/debit card program as presented.

RESOLUTION 133-2017 – Malone Firefighters Active Members Roster

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

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

Resolved to allow the Town Supervisor to sign the active members roster for Malone Volunteer Firefighters with changes as handwritten by Chief Gokey.

BOARD MEMBER/COMMITTEE ITEMS:

Councilor Scharf - reported on her recent meeting in NYC where she ran in to DOT officials and spoke to them about working with the Village and the Town regarding Complete Streets on Main Street. They finally met yesterday with the Assistant from Watertown DOT which included the Town, Village and some County officials. Main Street issues including the bicycle lane issues, road widths, traffic flow, etc. were discussed and some new ideas presented.

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Deputy Supervisor Sullivan – reported that he spent several hours with an energy expert that works in conjunction with National Grid and reviewed lighting at both the Highway Garage and the Town Offices building. Deputy Supervisor Sullivan reviewed the reports that came out of the analysis for both buildings. To bring all the lighting up to new energy efficiency would cost \$4,771.09 for the Office Building but National Grid will pay \$2,017.75 of this amount and enable the Town to pay this cost in 12 monthly installments (no interest) and payback would be about 27 months. The Highway Garage would cost \$7,453.22 and National Grid would pay \$2,844.81 of this with 12 monthly installments (no interest) allowed on this as well and payback would be about 31 months. Councilor Scharf asked if there was money in the current budget to cover the costs and it was confirmed that there is contractual money available to spend on this.

RESOLUTION 134-2017 – National Grid Lighting Upgrades

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

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

Resolved to accept National Grid lighting upgrade proposal as reviewed and pay for these services out of current contractual budget(s).

Councilor Taylor stated everything is running smoothly.

CORRESPONDENCE:

Mary Kay Genthner, Passaro Associates, email regarding fire extinguisher cabinet. Bruce Burditt stated that it has been decided to go with the vinyl cover. Discussion was held on the upcoming meeting with Passaro to be held on Tuesday afternoon and Wednesday morning, May 23rd and 24th.

NEW BUSINESS:

EXECUTIVE SESSION (if warranted):

BILLS FOR AUDIT & PAYMENT:

RESOLUTION 135-2017

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

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

Resolved that the following bills, having been audited and approved for payment, Vouchers #413-457.

General Fund (A) – Abstract #12	\$17,281.43
Highway Townwide (DA) – Abstract #9	2,879.70
Highway Outside (DB) – Abstract #9	7,679.67
Trust & Agency (T) – Abstract #19	1,799.90
East Side Water (FE) – Abstract #1	21.82
GRAND TOTAL:	\$ 29,662.52

Army Corps of Engineers – Supervisor Maneely then confirmed previous reported information that the Army Corps of Engineers will conduct a joint routine river inspection on Thursday, May 18, 2017 at 1:00 PM, with pre-meeting at the Town Offices.

Shared Services – AOT – Meeting with the Association of Towns to be held at Mo’s Adirondack Room at 3:00 p.m. on Thursday, May 18, 2017. Meeting will be to discuss shared services.

National Grid Street Lights Upgrade – Deputy Supervisor Sullivan reported that National Grid also has a program to buy back old street lights and rebulb with LED’s. The Town does not have enough street lights to qualify for this program but if we get together with the Village, could possibly qualify. A telephone conference with National Grid has been scheduled for one day next week for further discussion.

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ADJOURN:

RESOLUTION 136-2017

With no further business to be brought before the Board and on a motion of Councilor Taylor, seconded by Deputy Supervisor Sullivan, the meeting was adjourned at 7:02 p.m. The next regular meeting is scheduled for May 24, 2017 at 6:00 p.m.

RESPECTFULLY SUBMITTED,

DEBORAH A. HUTCHINS, TOWN CLERK