

Minutes of the Organizational Meeting and the Regular Monthly Meeting of the Norwich Town Board held on Monday January 09, 2017 at the Town Hall.

Supervisor David Law called the meeting to order at 7:00PM. Invocation and The Pledge of Allegiance was led by Council Member William Evans.

Members attending were:

Supervisor: David C. Law

Council Members: Charles Brooks, Stanley Foulds, William Evans

Absent: Milton Shepler

Others attending were:

Attorney: Steven Natoli

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Town residents and guests: Refer to sign-in sheet.

A presentation was given by BOCES in regards to Cooperative Purchasing. The town's interest is in purchasing fuel. A motion was made to sign a Cooperative Purchasing Service Agreement for fuel with BOCES by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Curtis Engelman from Tri-County Communications, Inc. updated the Board on the FCC regulations upgrades for highway radios and the new chips that need to be installed with. Mr. Engelman will be contacted in a couple of weeks.

The Organizational Meeting resolutions, appointments and committees for 2017 proceeded as follows:

COMMITTEES AND APPOINTMENTS: A listing and motion approving the Committees and Appointments for 2017 follows on a separate page. (See page 4)

A motion was made to make the following Committee and Appointment changes by Council Member William Evans; 2nd by Council Member Stanley Foulds.

See page 4 for changes.

Supervisor Law- Aye
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member William Evans-Aye
Council Member Milton Shepler –Absent

RESOLUTION 01-01-17: IRS MILEAGE RATE: Be it resolved that the employees using their personal vehicle for Town business be reimbursed at a rate of .53.5 cents per mile was made by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds.

Supervisor Law- Aye
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member William Evans-Aye
Council Member Milton Shepler –Absent

RESOLUTION 02-01-17: TOWN CLERK OFFICE HOURS: Be it resolved that the Town Clerk office hours be Monday –Friday 10:00-2:00PM. A motion to approve the Town Clerk hours was made by Council Member Charles Brooks; 2nd by Council Member William Evans.

Supervisor Law- Aye
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member William Evans-Aye
Council Member Milton Shepler –Absent

RESOLUTION 03-01-2017: MONTHLY TOWN BOARD MEETINGS: Be it resolved the Town of Norwich Town Board will hold their monthly town board meetings on the second Monday of every month. A motion to approve to hold the Town Board monthly meetings on the second Monday of the month was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks.

Supervisor Law- Aye
Council Member Stanley Foulds -Aye
Council Member Charles Brooks-Aye
Council Member William Evans-Aye
Council Member Milton Shepler –Absent

A motion was made to accept the Appointments and Committees by Council Member Brooks; 2nd by Council Member Foulds.

Supervisor Law- Aye
Council Member Charles Brooks -Aye
Council Member Stanley Foulds-Aye
Council Member William Evans-Aye
Council Member Milton Shepler –Absent

The minutes from the year end meeting held on December 28, 2016 were accepted as written on a motion by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds.

Supervisor Law- Aye
Council Member Stanley Foulds -Aye
Council Member Charles Brooks-Aye
Council Member William Evans- Aye
Council Member Milton Shepler –Absent

PUBLIC COMMENTS: None

CORRESPONDENCE: Foil request from Reclaim New York. Email from Unison regarding assessment. Attorney Natoli has been in contact with Assessor Reynolds.

ATTORNEYS REPORT: Attorney Natoli reported that he had spoken to Isaiah Sutton at the county and all new and repaired septic's need to be inspected. He also reported that he had spoken to Attorney Gordon on the trailer park water issue. One option would be to file a civil judgement on the trailer park owner. Attorney Natoli will check with Isaiah on water shut off for trailer park. It was asked if any of the County Departments could send a notice to residents in the park that water will be shut off.

HIGHWAY REPORT: 394 Ton of salt has been used so far. Cutting edge on plow of one of the trucks is wearing down. Highway Superintendent is looking at Chemung for a better quality plow.

OTHER ITEMS DISCUSSED:

- ▶ Dog Warden not keeping up with delinquent renewals.
- ▶ Fire Alarm quote from Red Hawk
- ▶ Discussion on Planning Board member need
- ▶ Discussion was had on water billing procedure. Changes will be made to the mailing of bills and final notice will be sent Certified mail. Payments will be accepted by postmark date. A motion to accept these changes was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.
- ▶ Discussion continued on Septic Inspector.

A motion to go into Executive Session at 8:30pm to discuss the employment history of a particular person was made by Council Member William Evans; 2nd by Council Member Charles Brooks. All were in favor.

Motion to adjourn Executive Session at 8:45 was made Council Member Stanley Foulds; 2nd by Council Member William Evans. All were in favor.

No action was taken.

A recommendation was made to contact health insurance and ask for an acceptance to the rule to allow coverage for Highway Superintendent and make exempt the 90 day probation. Supervisor Law will contact the Insurance coverage and ask what the wording on letter should be.

TOWN CLERKS REPORT: The Town Clerk's December, 2016 report was presented before the Board. The total collected for the month was \$427.00 and a check for \$341.00 was given to the Supervisor. A motion to accept the Town Clerk's December 2016 report to the Supervisor was made by Council Member Charles Brooks and 2nd by Council Member Stanley Foulds. All were in favor.

Vouchers: General Vouchers were read and the totals of \$628.82 claim # 1-6 were approved on a motion by Council Member Stanley Foulds and 2nd by Council Member Charles Brooks. All were in favor.

Highway Vouchers were read and the total of \$19,498.07 claim #1-13, were approved on a motion by Council Member Stanley Foulds; 2nd by Council Member Brooks. All were in favor. A motion to adjourn was made by Council Member Foulds; 2nd by Council Member William Evans. All were in favor. Meeting adjourned at 8:57pm. Minutes were taken by Martha L. Vidler, Town Clerk.

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Tuesday February 14, 2017 at the Town Hall. Meeting cancelled Monday February 13, due to snow storm.

Supervisor David Law called the meeting to order at 12:03pm. Invocation and The Pledge of Allegiance was led by Supervisor Law.

Members attending were:

Supervisor David Law

Council Members: Charles Brooks, , Stanley Foulds,

Absent: Council Members, Milton Shepler, William Evans

Others attending were:

Town Clerk: Martha Vidler

Attorney: Steven Natoli

Highway Superintendent Elect: Barry Christophersen

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Organizational Meeting and Regular Monthly Meeting Minutes of January 7, 2017 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Judge Fox reported that the JCAP grant was approved and the items that are to be purchased with it include a Camera monitor, label maker, and heater. Approval to order label maker and camera monitor came from Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor. A motion was made to purchase a computer for the Highway Department at the same time for \$611.73 out of the highway contractual line by Council Member Stanley Foulds, 2nd by Council Member Charles Brooks. All were in favor.

Public Comments- none

Correspondence- ► A notice from the South New Berlin Fire District and Oath of Elective Office for Patricia Beadle as the new Fire Commissioner.

- An email from DCMO BOCES, Deb Bestwick on resolution for participation in the fuel bid.
- A letter from Ag. & Markets on state fees.

Attorney Report- Attorney Natoli reported that the fire contract primarily is the same other than the figures changing some and , it's a one(1) year contract as opposed to a (3) three year. The signing of the contract was tabled on a motion from Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

► Follow up on water shut off at trailer park with Isaiah from Environmental Health. It is suggested that a one month shut off detailed letter be sent to each resident explaining the delinquent bill due by the landlord. Attorney Natoli will draft a letter with Town Bookkeeper.

Highway Report- ► Highway Superintendent elect Barry Christophersen gave a report of road work. Weather has kept them very busy.

- Supervisor Law noted that several people have complimented on care of roads.
- New hire Cody Franklin is working out well.

OTHER ITEMS DISCUSSED:

► Census 2020 has been received and will be worked on.
► JPJ Electronic Communications, Inc. presented radio coverage for the Town Highway. Council Member Foulds gave a recommendation to use this company. There are five (5) options to choose from. This will make the Town in compliance with law and give the coverage that is needed. The Town is going with option #4. Council Member Foulds will contact JPJ.

► A motion to go into executive session to discuss the employment history of a particular person, was made at 12:45, by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

A motion to come out of Executive Session at 1:07pm was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

► A motion to accept the resignation letter of George Petry with regrets was made by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor. Mr. Petry's last day worked will be February 24th, 2017.

► Supervisor Law advised the Highway Superintendent to pursue another employee. Highway Committee is scheduled to meet Thursday February 16th at noon to meet an applicant.

► Town Clerk advised the board that starting in March the clerk's office will be closed Tuesday's for approximately 12 weeks.

► **Resolution** 01-02-17 Be is resolved that the Supervisor be and is hereby authorized to make the following budgetary transfer from general savings account ending in #4822 in the amount of \$5000.00 into general account ending #7055. Motion made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's January 2017 report was presented before the Board. The total collected for the month was \$501.00 and a check for \$435.00, the Town's portion, was given to the Deputy Supervisor. A motion to accept the Town Clerk's January 2017 report to the Deputy Supervisor was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

VOUCHERS: General vouchers were read and the total of \$3,003.97 claim #7-#17, was approved on a motion by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Highway vouchers were read and the total of \$28,703.41 claim #14-#44, by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

A motion to adjourn regular meeting was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor. Meeting adjourned at 1:37 PM.

NEXT MEETING WILL BE HELD ON March 13th AT 7:00P.M.

Minutes were taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday March 13, 2017 at the Town Hall. .

Supervisor David Law called the meeting to order at 7:00pm. Invocation and The Pledge of Allegiance was led by Supervisor Law.

Members attending were:

Supervisor David Law

Council Members: Charles Brooks, Stanley Foulds, William Evans

Absent: Council Members, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Attorney: Steven Natoli

Highway Superintendent Elect: Barry Christophersen

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of February 14, 2017 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Public Comments- Marco Knuth from Matrix Car Wash came in inquiring about city water and sewer for the Car Wash on 32. Mr. Knuth was told it would be checked into further by the board.

▶ A motion was made by Council Member Charles Brooks; 2nd by Council Member Evans to appoint Jim Everard as a member of the Town of Norwich Planning Board. Oath of Office was given to James Everard by Attorney Natoli for the Town of Norwich appointment for Planning Board Member.

▶ Planning Board Chairman Ted Guinn introduced to the Board plans for a Solar Plant on Rte. 23 East.

Correspondence- ▶ Letter from NYSEG regarding Lower Ravine Road elevated natural gas. Supervisor Law will contact NYSEG.

▶ Letter from Association of Towns in regards to NYS property taxes.

▶ Letter from Mike Giovinzo stating the Annual Financial Report has been remitted to the State Comptroller's Office. A motion to accept the filing of the Annual Financial Report was made by Council Member William Evans; 2nd by Council Member Charles Brooks. All were in favor. A Public Notice stating the Annual Report was filed was sent to the Evening Sun.

Attorney Report- ▶ Executive Session

Highway Report- ▶ Highway Superintendent elect Barry Christophersen gave a report.

▶ Mr. Christophersen had a letter of Thank You to send to Lauren Johnson for presenting an American Flag to the Highway Dept. that had been flown during "Operation Iraqi Freedom" while his son served. It was suggested the flag and Certificate be displayed at the Town Hall. A motion was made by Council Member Foulds; 2nd by Council Member Evans to accept and display the American Flag donated to the town.

▶ Superintendent questioned board if they were interested in doing the Shared Services from the County. There was not an interest at this time.

▶ Highway Superintendent brought to the attention that Brad Penn, the highway departments oil distributor, has sold his business and the price of oil jumped to approximately \$8.00/gal . He contacted the county and it is \$5.21 through a company in Elmira.

▶ Drag box was presented for purchase in the future. \$21, 00.00 purchased new, Yacono's has used one for \$5,000.00. Council Member Foulds stated it would be well worth the purchase.

▶ Highway Superintendent brought in a part from a truck that has been replaced. Trucks are not holding up.

▶ 2012 Truck is leaking oil and needs to go in for repair. Possible warranty on some parts still active.

Budget Officer Report- Council Member Evans reported that he would like to start keeping some regular hours, mainly on Mondays. He will also give a monthly budget report. He plans to meet with Ardean at the county.

OTHER ITEMS DISCUSSED:

▶ Fire contract- Discussion was had . Supervisor will contact the Mayor.

► Discussion was had on the Verizon highway phone. Highway Superintendent Christophersen will take the phone to Verizon and see if they can update it.

► Discussion was had on the Court Officer substitute when Officer Smith is not available. A motion was made by Council Member Brooks; 2nd by Council Member Evans to hire Todd Monk with the New York State Court System, subject to a line item for payment, as a substitute Court Officer at \$25.00/hour. All were in favor.

► Discussion was had on highway radio update for JPJ radio. The update radios will be programmed to be in contact with Police, Fire, 911 etc. A total of \$9,991.80 for 4 radios was quoted. Council Member Foulds questioned if the Deputy Highway Superintendent should have a radio. A 5th radio will be purchased bringing the total to \$10,250.80. A quote was also gotten from Tri County Communication as well. A motion was made to award the contract to JPJ Electronic Communications, Inc. by Council Member Stanley Foulds, 2nd by Council Member Charles Brooks. All were in favor.

► RESOLUTION 1-3-17 be it resolved that the Budget Officer be and is hereby authorized to make the following budgetary transfer from the Capital Improvement account ending #1819 to the Highway Equipment account ending #1820. A motion was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

TOWN CLERK'S REPORT: The Town Clerk's February 2017 report was presented before the Board. The total collected for the month was \$695.00 and a check for \$645.00, the Town's portion, was given to the Deputy Supervisor. A motion to accept the Town Clerk's February 2017 report to the Supervisor was made by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

VOUCHERS: General vouchers were read and the total of \$3,309.18 claim #18-#27, was approved on a motion by Council Member Stanley Foulds; 2nd by Council Member William Evans. All were in favor.

Highway vouchers were read and the total of \$9,241.77 claim #45-#58, by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

► A motion to go into executive session to discuss a pending litigation and the employment history of a particular person, was made at 8:21pm, by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

A motion to come out of Executive Session at 8:37pm was made by Council Member William Evans; 2nd by Council Member Stanley Foulds. All were in favor.

A motion to adjourn regular meeting was made by Council Member Charles Brooks; 2nd by Council Member William Evans. All were in favor. Meeting adjourned at 8:37 PM.

NEXT MEETING WILL BE HELD ON April 10th AT 7:00P.M.

Minutes were taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday April 10, 2017 at the Town Hall. .

Supervisor David Law called the meeting to order at 6:30pm. Invocation and The Pledge of Allegiance was led by Council Member William Evans.

Members attending were:

Supervisor David Law

Council Members: Charles Brooks, Stanley Foulds, William Evans

Absent: Council Members, Milton Shepler

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent Elect: Barry Christophersen

Absent: Attorney: Steven Natoli

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of March 13, 2017 was made by Council Member William Evans; 2nd by Council Member Charles Brooks. All were in favor.

Public Comments- Marco Knuth from Matrix Car Wash returned looking for an update status on water and sewer for the Car Wash on 32. Mr. Knuth was told, again, it would be checked into further by the board as nothing official had been done. Council Member Foulds will follow up with Barton & Loguidice, who originally started paperwork to set up a meeting.

Correspondence- ► Notice from the County in regards to Chenango County Title VI of Civil Rights Act of 1964 Program amended.

► Ag & Markets Dog Control Officer Inspection Report completed on 3-30-17. Satisfactory

► Oxford Academy and Central School invitation to leaders to attend “Our Schools and Communities: Getting Connected and Shaping our Future”

► County Resolution #4-4 Establishing policy related to commercial solar and wind projects relative to payment in lieu of taxes agreement. A referral to send resolution to the Assessor was made by Council Member Charles Brooks.

► National Drug Take Back Month Events

► Planning/Zone training for Local Officials poster

► Foil request for all codes, local laws and ordinances of the Town of Norwich- refer to Attorney to review.

► Postcards received by Supervisor Law” Chenango County needs broadband internet”- refer these to the planning board.

Attorney Report- ► Letter from Attorney Natoli stating he is unable to attend tonight’s meeting, but requested Executive Session on pending litigation for matters in his letter.

Highway Report- ► Highway Superintendent elect Barry Christophersen reported it was a busy month with snow, rain, brush, and problem with beavers.

► PESH inspection was done. A summary of illness report was missing. Bookkeeper and Highway Superintendent did the paperwork for past few years and faxed to the appropriate person.

► Town highway inventory completed.

► Superintendent Christophersen presented the cost of a new single axle truck to replace the single axle truck in needs of repair.

► Form was introduced to help with making CHIPS reporting easier. Council Member Evans suggested looking at CHIPS reporting to see if they have forms.

► Superintendent would like to take a highway truck to Pumpkin Shell Nursery School “Touch a Truck” on May 13th. A motion to take a truck pending insurance coverage was made by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

Budget Officer Report- Jamie has worked on getting a monthly report. A form will be used to report insufficient appropriations if we are short in a line to pay bills.

RESOLUTION #1-4-17 be it resolved that the Budget Officer be and is hereby authorized to make the following budgetary transfer

Contingent A 1990.4 to Auditor 1320.4 \$77.70

Contingent A 1990.4 to State Retirement 9010.8 \$1425.00

Contingent A 1990.4 to Unallocated Ins 1910.4 \$27.74

Contingent A 1990.4 to Central Garage Contractual 1640.4 \$175.00

A motion to accept the budget transfers was made by Council Member William Evans; 2nd by Council Member Stanley Foulds. All were in favor.

Supervisor Law-Aye
Council Member Evans-Aye
Council Member Foulds-Aye
Council Member Brooks-Aye

OTHER ITEMS DISCUSSED:

A letter from Teamster Union Ms. Dunker in regards to highway workers going to 4- 10 hour days. Union Steward Chad Stein continued to express their desire to go to 4-10 hour days that would start in April and end in November. A recommendation was made to refer to the Highway Committee to discuss and get back to Highway in 2 weeks. A motion to table was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

► Verizon was contacted and asked what the cost to update Highway cell phone would be. A quote to update to a free smartphone at cost of \$49.00 per month unlimited text and data with 400 minutes of talk was given. A motion to upgrade the Highway Superintendent cell phone was made by Council Member Foulds; 2nd by Council Member William Evans. All were in favor. Verizon will be contacted.

► JPJ had to be approved by BOCES to go on the tower. JPJ highway radios will be moving forward according to Council Member Foulds.

► Assessor Reynolds submitted Membership dues for approval.

► Opportunities for Chenango Billing in lieu of taxes will be tabled.

► A welcome to the Norwich City Mayor, Fire Chief, Financial Director, and Alderman was given by Supervisor Law. Introductions were done. A discussion on the fire contract was had. Fire Chief Chawgo was asked to submit 2016 call statistics at the next board meeting on May 8th.

► Mayor Carnrike will look into Wheeler Ave. road repair.

EXECUTIVE SESSION: A motion to go into executive session to discuss litigation was made at 8:18 by Council Member William Evans; 2nd by Council Member Stanley Foulds. All were in favor.

Supervisor Law-Aye
Council Member Evans-Aye
Council Member Foulds-Aye
Council Member Brooks-Aye

A motion to come out of Executive Session at 8:19 was made by Council Member William Evans; 2nd by Council Member Foulds.

Assessor Keith Reynolds will be asked to come in next meeting to discuss.

Supervisor Law-Aye
Council Member Evans-Aye
Council Member Foulds-Aye
Council Member Brooks-Aye

A motion to go into executive session to discuss the employment of particular person was made at 8:19 by Council Member Evans; 2nd by Council Member Foulds.

Supervisor Law-Aye
Council Member Evans-Aye
Council Member Foulds-Aye
Council Member Brooks-Aye

A motion to go out of Executive Session at 8:32 was made by Council Member William Evans; 2nd by Council Member Stanley Foulds.

Supervisor Law-Aye
Council Member Evans-Aye
Council Member Foulds-Aye
Council Member Brooks-Aye

The Town Clerk was asked to search Town minutes regarding Bookkeepers change of hours worked.

TOWN CLERK'S REPORT: The Town Clerk's March 2017 report was presented before the Board. The total collected for the month was \$488.00 and a check for \$443.00, the Town's portion, was given to the Deputy Supervisor. A motion to accept the Town Clerk's

March 2017 report to the Supervisor was made by Council Member William Evans; 2nd by Council Member Charles Brooks. All were in favor.

VOUCHERS: General vouchers were read and the total of \$24,595.13 claim #28-#37, was approved on a motion by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

Highway vouchers were read and the total of \$35,197.08 claim #59-#79, by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

A motion to adjourn regular meeting was made by Council Member William Evans; 2nd by Council Member Stanley Foulds. All were in favor. Meeting adjourned at 9:00PM.

NEXT MEETING WILL BE HELD ON May 8th AT 7:00P.M.

Minutes were taken by Martha L. Vidler, Town Clerk

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday May 8, 2017 at the Town Hall.

Supervisor David Law called the meeting to order at 7:00pm. Invocation and The Pledge of Allegiance was led by Supervisor Law.

Members attending were:

Supervisor David Law

Council Members: Charles Brooks, Stanley Foulds, Milton Shepler

Absent: Council Members, William Evans

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent Elect: Barry Christophersen

Attorney: Steven Natoli

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of March 13, 2017 was made by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

Public Comments/Correspondence- City of Norwich youth bureau summer programs schedule.

Attorney Report- ► Attorney Natoli reported that a solution with Unison has been made. Details will be put together.

Highway Report- ► Highway Superintendent reported that the single axle truck in need of great repairs. It was suggested to look into a new truck.

► Highway Committee will go look at Wheeler Ave. then meet with Carl Ivarson.

► Gradall needs several repairs. Gradall is several years old.

► New tractor is “making oil”. It is believed fuel is leaking into oil. No warranty is found. A Bill of Sale for a purchase agreement will be looked for.

► Several roads are in need of repair. Board members were handed estimates that were obtained from Vestal Asphalt on Shumway and Stead road x2. There is a need for a lot of drain pipes.

► A request for a “tapper” for pipe installation and a pump to drain ditches was made.

► Beaver dam on Wells Road broke again.

Budget Officer Report- A report turned in by Budget Officer was handed to each Council Member and Supervisor Law.

Assessor Report- 2017 Tax rolls are out. There are 2,368 parcels in the Town of Norwich. 51 assessment changes were made. Assessor Reynolds attended a Solar Training in Oneonta that he felt will be very beneficial.

Public Comments- Correspondence- none

OTHER ITEMS DISCUSSED

► Broad band internet is being investigated at the County level. It was suggested by Attorney Natoli at this time to file the post cards received by Supervisor Law.

► Highway radios are being programmed and should be up and running in two weeks, according to Council Member Foulds.

► An offer to the fire contract was made of 1.5% for 2017 and 0% for 2018. Supervisor Law is waiting on a response from the City.

► Doliver’s cleaning has requested the floors be stripped and waxed. Council Member Foulds and Highway Superintendent Christophersen will look into names to do the floors.

► Mr. Sutton from the County called stating that an engineer must design septic (new& old) tanks to be installed up to code.

► Town Hall roof needs repair. It was suggested to put an ad in the paper for bids.

► David Bovee from NYSEG requested to use the Town Hall Board room on June 20th, 2017 from 1-4 and 5-8 to confer with any home owners having questions on the DeRuyter Pipeline Replacement Project. Letters will be going out to homeowners with information. A motion to allow the use of the building was made by Council Member Milton Shepler; 2nd by Council Member Charles Brooks. All were in favor.

► Letter of resignation was received from Council Member William Evans effective May 31, 2017. A motion to accept letter of resignation with regrets was made by Council Member Stanley Foulds; 2nd with regrets by Council Member Milton Shepler.

Supervisor Law-Aye
Council Member Foulds-Aye
Council Member Shepler-Aye
Council Member Brooks-Aye

A motion to appoint David Evans to fill Council Member William Evans position on the board effective June 1, 2017- December 31, 2017 was made by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler.

Supervisor Law-Aye
Council Member Foulds-Aye
Council Member Shepler-Aye
Council Member Brooks-Aye

Barton and Loguidice- A representative came in to discuss the Hawley Corners Water and Sewer Extension.

TOWN CLERK'S REPORT: The Town Clerk's April 2017 report was presented before the Board. The total collected for the month was \$898.00 and a check for \$778.00, the Town's portion, was given to the Supervisor Law. A motion to accept the Town Clerk's April 2017 report to the Supervisor was made by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler. All were in favor.

VOUCHERS: General vouchers were read and the total of \$1,877.22 claim #37-#45, was approved on a motion by Council Member Stanley Foulds; 2nd by Council Member William Evans. All were in favor. Highway vouchers were read and the total of \$9,344.82 claim #80-#97, by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. All were in favor.

A motion to adjourn regular meeting was made by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor. Meeting adjourned at 8:30 PM.

NEXT MEETING WILL BE HELD ON June 12th AT 7:00P.M.

Minutes were taken by Martha L. Vidler, Town Clerk

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The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday June 12, 2017 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:00pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Council Members: Charles Brooks, Milton Shepler, David Evans

Absent: Supervisor David Law Council Members, Stanley Foulds,

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent Elect: Barry Christophersen

Attorney: Steven Natoli

Budget Officer: William Evans

Town guests and residents: Refer to sign-in sheet.

Oath of Office was given by Attorney Natoli to newly appointed Council Member David Evans.

A motion to approve the Regular Monthly Meeting Minutes of May 8, 2017 was made by Council Member Milton Shepler; 2nd by Council Member Charles Brooks. All were in favor.

Public Comments/Correspondence- No public comments heard from the floor.

▶ Change of Dates for NYSEG for July 11th, 2017.

▶ Email from Tom Grace Supervisor of Town of Columbus in regards to Chobani assessment reduction. Email was given to Assessor and they are currently handling this.

▶ Email from Board of Supervisors regarding Shared Services

▶ Letter from NYS Comptroller complying with the retirement system.

▶ Standard work day and reporting resolution for elected and appointed officials was approved

RESOLUTION #1-6-17 Be it RESOLVED, that the Town Board hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the NYS and Local Employees' Retirement system based on the record of activities maintained and submitted by these officials to the clerk of this body. Council Member David Evans; 2nd by Council Member Milton Shepler.

Council Member Brooks-Yea
Council Member Shepler- Yea
Council Member D. Evans-Yea
Absent – Supervisor Law
Council Member Foulds



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▶ NYS Department of Taxation and Finance letter stating the tentative equalization rate of 51.50.

Attorney Report- Letter for water shut off in trailer park is ready, but is tabled as Mr. Viera has made significant progress.

Highway Report- ▶ Highway Superintendent has quotes for several items. It was suggested quotes be talked over with Highway Committee first then bring back to the board.

▶ Radios are installed

▶ Shumway Road is finished

▶ Stead Road is being worked on now.

▶ Mayor and Carl Ivarson are not committing with Wheeler Ave road repair. A motion was made by for the Town of Norwich Board to take action and move to the next step. Attorney Natoli will draft a letter. Motion made by Council Member David Evans; 2nd by Council Member Milton Shepler. All were in favor.

Budget Officer Report- A report turned in by Budget Officer was handed to each Council Member.

AUTHORIZING APPROPRIATION OF FUNDS

RESOLUTION #2-6-17 Be it RESOLVED that the Budget Officer be and is hereby authorized to make the following budgetary transfers of \$390.00 from Contingency line item 1990.4 to line item 1420.4 Attorney CE and \$27.74 from Contingency 1990.4 to 1910.4 Unallocated Insurance.

Council Member Milton Shepler; 2nd by Council Member David Evans. .

Council Member Brooks-Yea
Council Member Shepler- Yea
Council Member D. Evans-Yea
Absent- Supervisor Law
Council Member Foulds

- ▶ A request for more specificity in the Highway Department billing is being made. The Board was asked to be thinking about it before the 2018 Budget.
- ▶ Budget Officer also requested bookshelves for Mike Giovnazzo, CPA to use when he is in the Town working on the AUD. Mr. Evans and Council Member David Evans will work on finding shelves.
- ▶ Notice from Excellus Blue Cross/ Blue Shield preliminary increase of 7.1 on the health plan.
- ▶ Department of Census Survey Attorney Natoli will look into.

OTHER ITEMS DISCUSSED

- ▶ Looking for 3 estimates to strip and wax the floors
- ▶ Town Clerk office will be closed June 26-30.

TOWN CLERK'S REPORT: The Town Clerk's May 2017 report was presented before the Board. The total collected for the month was \$738.00 and a check for \$678.00, the Town's portion, was given to the Deputy Supervisor Brooks. A motion to accept the Town Clerk's May 2017 report to the Supervisor was made by Council Member; 2nd by Council Member Milton Shepler. All were in favor.

VOUCHERS: General vouchers were read and the total of \$1,619.61 claim #46-#57, was approved on a motion by Council Member Milton Shepler; 2nd by Council Member David Evans. All were in favor. Highway vouchers were read and the total of \$18,687.72 claim #98-#117, by Council Member Milton Shepler; 2nd by Council Member Charles Brooks. All were in favor.

EXECUTIVE SESSION:

A motion was made by Council Member David Evans; 2nd by Council Member Milton Shepler to go into Executive Session at 7:48pm to discuss the employment history of a particular person and a contract negotiation. All were in favor.

Motion to go out of Executive Session at 8:05pm was made by Council Member Charles Brooks; 2nd by Council Member Milton Shepler. All were in favor.

It was requested by Budget Officer Evans that the password for the bookkeepers accounting system be given to the Accountant that does the AUD at year end.

A motion was made by Council Member Milton Shepler; 2nd by Council Member Charles Brooks for the board's support of authorization of such password to be given to Mike Giovnazzo, CPA.

A motion to adjourn regular meeting was made by Council Member David Evans; 2nd by Council Member Milton Shepler. All were in favor. Meeting adjourned at 8:07 PM.

NEXT MEETING WILL BE HELD ON July 10th 7:00pm

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday July 10, 2017 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:00pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Council Members: Charles Brooks, Milton Shepler, David Evans, Stanley Foulds

Absent: Supervisor David Law

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Attorney: Steven Natoli

Budget Officer: William Evans

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of June 12, 2017 was made by Council Member; Stanley Foulds, 2nd by Council Member. Milton Shepler. All were in favor.

Public Comments/Correspondence- No public comments heard from the floor.

▶ Letter from NYS Environmental Facilities Corp. in regards to the NYS Revolving Fund and payment made on bonds.

▶ Chenango County Solid Waste Hauler Agreement

▶ NYS Dept. of Labor right to know compliance checklist. Violation was corrected.

▶ Informative email from Donna Jones for consolidated funding and grants that are available

▶ 2017 Census of Governments Survey of public employment & payroll. Attorney Natoli said it is not a mandatory form to file, strictly volunteer.

▶ Workplace Violence Prevention, Anti-Harassment training handbook.

Attorney Report- Attorney Natoli continues to try to connect with Mayor Carnrike regarding Wheeler Ave.

Highway Report- Monthly report was given to all Board Members

▶ Highway Superintendent asked for the highway committee to meet to discuss road repairs with Yacono's.

▶ Road repairs estimate is \$63,809. This includes a \$5000.00 drag box.

▶ All work for CHIPS is being documented

Budget Officer Report- A report turned in by Budget Officer was handed to each Council Member. Budget officer Evans believes the Town's bookkeeping system is a cumbersome system to work with. He is looking into some sort of quick book system that may be easier to use. A suggestion was made to make a deadline for vendors to have a billing into the Town Clerk 1 week prior to the monthly meeting in order to compile bills and do abstract. It was decided to note on the voucher that all billing be in by the first of each month in order to be approved by the board for payment.

AUTHORIZING APPROPRIATION OF FUNDS

RESOLUTION #1-7-17 Be it RESOLVED that the Budget Officer be and is hereby authorized to make the following budgetary transfers of #1. \$90.00 from Contingency line item 1990.4 to line item 1420.4 Attorney CE,

#2. \$316.16 from Contingency 1990.4 to 1640.4 Central Garage for highway clothing per contract and

#3. \$2333.61 from Contingency line 1990.4 to 1670.4 Central Print/mail for postage.

Council Member Stanley Foulds; 2nd by Council Member Milton Shepler.

Council Member Brooks-Yea
Council Member Shepler- Yea
Council Member D. Evans-Yea
Council Member Foulds- Yea
Absent- Supervisor Law

TOWN CLERK'S REPORT: The Town Clerk's June 2017 report was presented before the Board. The total collected for the month was \$644.00 and a check for \$560.00, the Town's portion, was given to the Deputy Supervisor Brooks. A motion to accept the Town

Clerk's June 2017 report to the Supervisor was made by Council Member; 2nd by Council Member Milton Shepler. All were in favor.

A thank you was given to Highway Superintendent and Highway crew for the stripping and waxing of Town Hall floors.

VOUCHERS: General vouchers were read and the total of \$933.63 claim #58-#65, was approved on a motion by Council Member Milton Shepler; 2nd by Council Member David Evans. All were in favor.

Highway vouchers were read and the total of \$11,556.70 claim #118-#136, by Council Member Stanley Foulds; 2nd by Council Member Charles Brooks. A motion to pay Highway bills was made by Council Member Foulds; 2nd by Council Member Shepler subject to transfer of money from General to Highway Fund. All were in favor.

EXECUTIVE SESSION:

A motion was made by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler to go into Executive Session at 8:00 pm to discuss a contract negotiation. All were in favor.

Motion to go out of Executive Session at 8:12pm was made by Council Member Dave Evans; 2nd by Council Member Stanley Foulds. All were in favor.

A motion was made to have the Attorney draft a letter offering 3%, a zero increase, for 2018 for the fire contract by Council Member Dave Evans; 2nd by Council Member Stanley Foulds. All were in favor.

A motion to adjourn regular meeting was made by Council Member Stanley Foulds; 2nd by Council Member Dave Evans. All were in favor. Meeting adjourned at 8:12 PM.

NEXT MEETING WILL BE HELD ON August 14th 7:00pm

The Minutes of the Regular Monthly Meeting of the Norwich Town Board held on Monday August 14, 2017 at the Town Hall.

Deputy Supervisor Charles Brooks called the meeting to order at 7:00pm. Invocation and The Pledge of Allegiance was led by William Evans.

Members attending were:

Council Members: Charles Brooks, Milton Shepler, David Evans, Stanley Foulds

Absent: Supervisor David Law

Others attending were:

Town Clerk: Martha Vidler

Highway Superintendent: Barry Christophersen

Attorney: Steven Natoli

Budget Officer: William Evans

Town guests and residents: Refer to sign-in sheet.

A motion to approve the Regular Monthly Meeting Minutes of July 10, 2017 was made by Council Member; Stanley Foulds, 2nd by Council Member. Milton Shepler. All were in favor.

Public Comments/Correspondence-

- ▶ Resident from 10A, James Wright, asked the board procedure for putting in diversion ditch pipes. Resident on Crandall has installed pipe and is causing erosion on 10A and washing his driveway out. The highway committee will look at issue on Thursday at noon and contact Mr. Wright.
- ▶ Marco Knuth, CR 32 Car Wash, inquiring again, on water sewer hook up to his location which is useless without water and sewer, and if not possible is he eligible for a tax reduction on the location. Board members will meet with Carl Ivarson to see if this is a possibility.
- ▶ Pete DeVinne expressed his interest in the water sewer line for his property on 32 as well.
- ▶ Isaiah Sutton will email Council Member Foulds a contact person for Kerry-Bio who is interested in the water sewer hookup, also.
- ▶ Steve Cady asking what the status of the fire contract and who will supply fire protection for the town residents.
- ▶ Brian Skidmore from Barton and Loguidice inquiring if any decisions have been made to go forward with water sewer project. There would be a cost of \$1,300.00 to do a study to see if there is an interest. Mr. Skidmore was told a meeting would be set up with Mr. Ivarson from the City to discuss a time to meet. Mr. Skidmore will return to next month's meeting to see if any progress has been made.

CORRESPONDENCE-

- ▶ Letter from Teamsters with the termination clause of the current collective bargaining agreement, expiring on 12/31/17. Attorney Natoli will reach out to Ms. Dunker to get a date all can meet.
- ▶ Email, July 12, 2017 from Governor Cuomo declaring a Federal Disaster from Winter Storm Stella and Public Assistance will be available.
- ▶ Letter from Association of Towns in regards to town dues for 2018.
- ▶ Chobani Global Holdings, LLC filed a petition for Real Property Tax Assessment

Isaiah Sutton, from the county, explained the Sanitary Code to the board and when an inspection is needed. An inspection is needed when building a house or remodeling and should be installed by a 3rd party engineer. It is the Towns job to inspect. Everyone is responsible to follow the code to the best of their abilities. Permits are at the Towns discrimination.

Derek Wilcox is interested in doing the Sanitary Code position, but will contact Greene to see how they handle the inspections and their procedures.

Attorney Report- Executive Session

Highway Report- Monthly report was given to all Board Members

- ▶ Highway Superintendent Christophersen submitted a proposal for a 2008 Gradall 4100 series. The boom tractor would be traded in for \$40,000. There would be a remainder of \$60,000 to purchase Gradall. Council Member Foulds asked if the same ditch work could be done with the Traco as with the Gradall. Superintendent Christophersen agreed it could be. He will look into the price of a bucket and trailer for Traco. Proposal was tabled until next meeting on a motion from Council Member Foulds; 2nd by Council Member Shepler. All were in favor.

Budget Officer Report- A report turned in by Budget Officer was handed to each Council Member. Budget Officer Evans asked the board to consider a resolution to create contingency accounts DA1990.4 P/S (personal) Highway Contingency \$66,000.00 and DA1990.4 C/S (contractual) Highway Contingency \$50,000.00 so that the accounts can be monitored month to month.

RESOLUTION # 1-8-17 Be it resolved that the Budget Officer create contingency accounts for Highway Personal Services and Highway Contractual. Motion made by Council Member David Evans; 2nd by Council Member Milton Shelpler. All were in favor.
All Department Heads were given a letter to submit their budgets for 2018 to Mr. Evans by September 1st.

Other Items Discussed-

► Can the town put a limit on vet bills created by dogs? Attorney Natoli will look into it and report back.

► **RESOLUTION #2-8-17** on the Standard Work Day Resolution for Highway Superintendent, Barry Christophersen. A motion was made to accept The Standard Work Day and Reporting Resolution for Elected Official, Barry Christophersen, Highway Superintendent for 6 hours by Council Member David Evans; 2nd by Council Member Stanley Foulds. All were in favor.



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Council Member Brooks-Yea
Council Member Shepler- Yea
Council Member D. Evans-Yea
Council Member Foulds- Yea
Absent- Supervisor Law

Resolution will be posted the required 30 days.

► Complaint letter from Deb Woods in regards to her mailbox and chain link fence. Deputy Supervisor Charles Brooks will contact Ms. Wood.

► Council Member David Evans asked if something in writing should be had for the loan of the grader to the fairgrounds. Highway Superintendent Christophersen will bring to the next month meeting.

► Opportunities for Chenango billing will be sent for the pilot.

TOWN CLERK'S REPORT: The Town Clerk's July 2017 report was presented before the Board. The total collected for the month was \$811.00 and a check for \$630.00, the Town's portion, was given to the Deputy Supervisor Brooks. A motion to accept the Town Clerk's July 2017 report to the Deputy Supervisor was made by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler. All were in favor.

VOUCHERS: General vouchers were read and the total of \$1,031.76 claim #66-#71, was approved on a motion by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds. All were in favor.

Highway vouchers were read and the total of \$59,970.05 claim #137-#161, by Council Member Stanley Foulds; 2nd by Council Member Milton Shepler. All were in favor.

CHIPS amount \$47,189.58

AUTHORIZING APPROPRIATION OF FUNDS

RESOLUTION #3-8-17 Be it RESOLVED that the Budget Officer be and is hereby authorized to make the following inter fund loan from the General Fund to the Highway, CHIPS appropriation account DA5112.2, in the amount of and not to exceed \$47,189.58. A motion was made by Council Member David Evans; 2nd by Council Member Milton Shepler.

Council Member Brooks-Yea
Council Member Shepler- Yea
Council Member D. Evans-Yea
Council Member Foulds- Yea
Absent- Supervisor Law

A motion was made to go into **Executive Session** at 8:30 for the purpose to discuss Contract Negotiations by Council Member David Evans; 2nd by Council Member Stanley Foulds.

Council Member Brooks-Yea
Council Member Shepler- Yea
Council Member D. Evans-Yea
Council Member Foulds- Yea

Absent- Supervisor Law

Attorney Natoli advised the board to execute the fire contract and pay through August, pursuant to the contract, to reflect the 3% until the end of the year. A motion was made to pay the fire contract January through August 2017 in the amount of \$ 653,068 by Council Member Stanley Foulds; 2nd by Council Member Dave Evans. All were in favor.

Attorney Natoli asked for approval from the town board to represent the Town in regards to Chobani Global Holdings vs. the Town of Norwich Assessor. A motion was made for such approval by Council Member Charles Brooks; 2nd by Council Member Milton Shepler. All were in favor.

A motion was made to go out of Executive Session at 8:45 by Council Member Charles Brooks; 2nd by Council Member Stanley Foulds.

Council Member Brooks- Yea
Council Member Shepler- Yea
Council Member D. Evans- Yea
Council Member Foulds- Yea
Absent- Supervisor Law

A motion to adjourn regular meeting was made by Council Member Stanley Foulds; 2nd by Council Member David Evans. All were in favor. Meeting adjourned at 8:50 PM.

NEXT MEETING WILL BE HELD ON September 11 AT 7:00 P.M.

Minutes were taken by Martha L. Vidler, Town Clerk