

June 5, 2012

The regular meeting of the Varick Town Board was called to order by Supervisor Robert Hayssen at 7:00 p.m. Present at this meeting were Council Members Peter McDonald, John Saeli, Kathy Russo, and Rob Bauman, Town Clerk, Donna Karlsen, Town Attorney, John Sipos, Bookkeepers Carol Sipos and Cheryl Poormon, Planning Board Members, William Squires, Barry Somerville, Philip Knapp, Todd Horton and Thomas Bjorkman, Highway Superintendent, Richard McCulloch, and Reporter, Aneta Glover.

A motion by John Saeli, seconded by Peter McDonald and so carried to open the public hearing on the establishment of Water District No. 4 of the town of Varick, Seneca County, New York Pursuant to Article 12A of the town law.

It was explained that the reason for this public hearing is because the funding for this project has been revised and is an informational hearing. The total cost of the project still remains at \$1,700,000 of which \$1,630,000 is Rural Development loans and \$70,000 is Rural Development grant funds.

A motion by Kathy Russo, seconded by Peter McDonald and so carried to close the public hearing at 7:15 p.m.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to enter into executive session to discuss a personnel issue at 7:20 as requested by Bill Squires, chairman of the Planning Board.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to come out of executive session at 8:00 p.m.

A motion by Peter McDonald, seconded by John Saeli and so carried unanimously to enter into executive session to discuss a personnel issue at 8:01 as requested by John Sipos, town attorney.

A motion by Robert Bauman, seconded by John Saeli and so carried unanimously to come out of executive session at 8:15 p.m.

Highway: Mr. McCulloch reported the Spring Clean-up went well. It was recognized that there might have been some out of town residents who dropped items off and that some items from out of the town were brought in by town residents. A discussion took place as to how to address these issues with no resolution. Mr. McCulloch made it clear that whatever system might be put in place, if any, he would not be held responsible for enforcing it. It was suggested this be discussed in August prior to the Fall Clean-up.

Mr. McCulloch reported that currently he and Kris will try to tackle the road side mowing between the two of them without hiring additional help as has been done in past years. They will try doing this as time and weather permits.

A brief discussion was held regarding updating highway equipment but no action was taken.

Mr. McCulloch reported that the price of materials for resurfacing has not gone up from last year and might even go down. He anticipates putting a shim coat on White Road with a seal coat on Yale Farm Road. He reported that the county will put a hot mix over the top of Townline Road where they put the new culvert last year.

Mr. Saeli reported that the roof over the shop needs to be repaired as there are some missing shingles. It was suggested that the roof be stripped and a steel roof put on with bid specs to be written to include insurance carried by the contractor.

Mr. McCulloch recognized that the installation of the new overhead door will require a professional to complete and is willing to follow through on this with the board's permission.

A motion by Peter McDonald, seconded by Robert Bauman and so carried unanimously to have Mr. McCulloch hire someone to install overhead door.

Varick Water District No. 1: The hydrants in this district need to be flushed, pressure tested, and leak detected.

Seneca Lake Water District: Mr. Saeli provided a proposal from Timothy C. Buhl, P. E. to provide an Engineering Scope of Services and Fee Proposal for bolt replacement on the hydrants at a cost of \$4,800. The board felt this was very costly and will research further. Mr. Saeli requested prints for this district which were given to him at the end of the meeting.

Mr. Bauman offered to take Ben Karlsen out and show him where the supplies are for the water districts and do an installation of a meter in Water District No. 3. He will also get an updated list meters that did not read at the last quarterly billing.

Varick Water District No. 3: It was suggested that all equipment and supplies for this district should be stored at this location and another storage unit should be purchased if required. It was reported that there is some equipment stored in Fayette as well as at the county.

Mr. Bauman reported that one meter pit was taken by Bill Poormon of the Town of Fayette, for an installation for Fayette Water District No. 5. Mr. Poormon was given access to the storage unit and was given permission to take the one pit by Mr. Bauman. It was suggested that the combination be changed now that we have a new maintainer in place.

It was reported that Jason McCormick has resigned as County Engineer. Negotiations are still under way regarding the engineering cost for this district. Any payments to Seneca County and Syracuse Constructors will be held until all parties are in agreement with final costs.

**Town of Varick
Water District No. 3 Project
Project Budget Modification**

WHEREAS, the Town of Varick wishes to make adjustment to the Administrative Budget for the inclusion of expenses related to the project and;

WHEREAS, Rural Development requires the Town Board to authorize all changes to the Administrative Budget as shown on the Form E; NOW, therefore be it

RESOLVED, that the Town Board of the Town of Varick authorized the following Budget modification to reallocate the Administrative Budget:

Net Interest	Increase	\$4,250.56
Bond Counsel	Decrease	1,235.00
Miscellaneous	Decrease	2.18
NEPA and SEQR Review	Decrease	588.37
Contingency	Decrease	2,425.01

I, Donna Karlsen, Town Clerk of the Town of Varick, do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Varick on June 5, 2012, by the following vote:

Robert Hayssen, Supervisor	Aye
Robert Bauman, Councilman	Aye
Peter McDonald, Councilman	Aye
Kathleen Russo, Councilwoman	Aye
John Saeli, Councilman	Aye

So Carried Unanimously

A letter was received from the Town of Fayette requesting reimbursement of \$8,188.31 for financial services provided by Stuart Brown which should come out of project funding. It was suggested that a detailed breakdown of funds spent for Fayette 5 and Varick 3 be reviewed to determine what funds are left over if any from these projects to offset outstanding expenses. A copy of these should be sent to all board members as well as the project attorney, Steve Ricci.

An intermunicipal agreement needs to be done between the two towns to address joint costs. One suggestion was to put the operation and maintenance fees into one account to pay such fees. An agreement for bookkeeping was supposed to be prepared by the Town of Fayette as well. It was reported by the Bookkeeper and Town Clerk that the town has been doing the bookkeeping for this district and it appears to be working at this time and suggested that we continue with the system as is which the board agreed to do.

A meeting was held at the water tower to discuss the water purification system for this district and Fayette 5.

Water District No. 4: Rural Development is requesting Municipal Solutions to notify us that the eligible project cost associated with Municipal's July 29, 2009 contact will not-to-exceed \$53,000 which was agreeable to the board and the paper was signed by Supervisor Hayssen and will be returned in order to move forward with this project.

We received the Form E Budget from Municipal for this district which must be signed by Robert Hayssen and the engineer.

Varick Sewer District No. 2: Mr. Saeli provided a detailed break down of Peter Keefer's bill which was paid in May for the Town's records. A discussion was held regarding the material used to bed these pipes in. Mr. Hayssen reminded the board that a good percentage of this district's pipes were bored, therefore there was no bedding used.

Town Clerk's Report: A motion by Robert Bauman, seconded by John Saeli and so carried unanimously to approve the Town Clerk's Report. Supervisor: \$110, NYS Ag. & Markets: \$19, Total disbursements: \$129.00

Supervisor's Report: A motion by John Saeli, seconded by Robert Bauman and so carried unanimously to accept the Supervisor's Reports of May 31, 2012 and the corrected Supervisor's Report of April 30, 2012.

Mrs. Sipos explained that the board needs to amend the Varick/Romulus Summer Youth program budget as the result of the grant funds received in the amount of \$680.

A motion by Kathy Russo, seconded by Peter McDonald and so carried unanimously to approve Amendment to the Varick General Fund Budget, Resolution #1.

The 2010 audit has been completed and presented to the board for their review and comments at the next regular board meeting.

Personnel Report: Mrs. Russo reported that everything is moving along for the summer program.

Assessor's Report: The written assessor's report was reviewed by the board and accepted.

Minutes: A motion by John Saeli, seconded by Robert Bauman and so carried unanimously to approve the minutes of May 1, 2012.

Abstract: A motion by John Saeli, seconded by Kathy Russo and so carried unanimously to approve Abstract No. 6, General, Vouchers A0012086 to A0012098 in the amount of \$9,325.09, Seneca Lake Water Vouchers SWS12035 to SWS12040 in the amount of \$36,641.20, Varick Water District No. 3, Voucher VW312010 in the amount of \$419.35, Highway, Vouchers DA012031 to DA012032 in the amount of \$449.50, Varick Sewer District No. 2, Voucher SSS12014 in the amount of \$500, Varick Sewer District No. 1, Vouchers VS112018 to

VS112021 in the amount of \$2,093.11, Varick Water District No. 1, Vouchers VW12006 to VW112007 in the amount of \$7,068.10

A motion by John Saeli, seconded by Kathy Russo and so carried unanimously to approve the following bills for payment for Water District No. 3 Capital Project.

Seneca County Engineer:	\$14,121.67
Orrick, Herrington & Sutcliffe	\$ 4,100.00
Municipal Solutions	\$ 2,700.00

A motion by John Saeli, seconded by Kathy Russo and so carried unanimously to approve the following bills for payment for Water District No. 4 Capital Project:

Reveille Between the Lakes \$324.14

Mr. Hayssen submitted a bill from Hancock Estabrook for preparation of Notice of Claim against Syracuse Constructors. The amount of the bill was \$419.35

A motion by John Saeli, seconded by Kathy Russo and so carried unanimously to approve payment of \$419.35 to Hancock, Estabrook from Water District No. 3.

Old Business, New Business and Correspondence:

Mr. Hayssen received a letter from the County Planning Board asking the town board if they would recommend Ms. Sally Kenyon be reappointed to an additional term which would be until June 30, 2016.

A motion by Kathy Russo, seconded by John Saeli and so carried unanimously to recommend Sally Kenyon to another term on the Seneca County Planning Board to expire June 30, 2016.

Mrs. Karlsen handed out information regarding NYSEG Energy Lighting Program for the board's review and it will be discussed at the next regular meeting.

The board received proposals for the advertised water and sewer equipment operator position from Nicholson Trucking LLC and Pete Keefer. The board reviewed both proposals.

John Saeli made the following motion based on the numbers and past bills:

A motion by John Saeli, seconded by Kathy Russo to appoint Pete Keefer as in house contractor.

Discussion: Mr. McDonald suggested that we change it to say that we will use both men on similar jobs and give them the chance to have the cream rise to the top. Another asset would be if one isn't available we could use the other.

The following motion is an amendment to John Saeli's original motion:

A motion by Peter McDonald, seconded by Robert Bauman to amend the motion to state that we will hire all applicants on a trial basis under their proposed rates.

The board will address who will be the primary person based upon how satisfied they are with their work.

They contractors would be used alternately without being given a second chance to overcharge the town. Mr. Saeli suggested that a quote on each job be given prior to work beginning. Mr. Hayssen indicated that it is very difficult to quote prior to the work being done and reported that he does work by the hour.

Bill Kolbeck and Ben Karlsen will be responsible to keep the contractor's honest and can sign the vouchers when they are submitted.

Mrs. Karlsen reminded the board that the town still has an agreement with the Village of Waterloo to provide this same service on an on-call basis. Mr. Hayssen stated that if it is a big main line break we call the Village of Waterloo as they have the equipment. If it is a shut off repair for example the in house contractors can be called.

After much confusion as to the wording on the amended motion and how it pertained to Mr. Saeli's motion, Mr. McDonald rescinded his motion at this time and the following roll call vote was taken on Mr. Saeli's motion as follows:

A motion by John Saeli, seconded by Kathy Russo to appoint Pete Keefer as in house contractor.

Roll Call:

Robert Hayssen	No
Peter McDonald	No
Robert Bauman	No
John Saeli	Yes
Kathy Russo	Yes

Motion did not pass

A motion by Peter McDonald, seconded by Robert Bauman and so carried to hire all applicants on a trial basis under their proposed rates.

Roll Call:

Robert Hayssen	Yes
Robert Bauman	Yes
Peter McDonald	Yes
John Saeli	No
Kathy Russo	No

So Carried

Mr. McDonald questioned the status on Ms. Pasmuskans progress on meeting the court order. Mrs. Russo thought that she was in the process of taking the wall down.

It was noted that the next regular board meeting was scheduled to be held July 3 and was suggest that it be moved to Wednesday July 11th at 7:00 p.m.

Mrs. Karlsen reported she received a letter and documentation from Verizon Wireless on this date indicating that she was responsible for issuing a building permit to them. She stated that she would not do so as she has no paperwork filed in her office stating that this permit could be issued and was unsure if she could perform this duty as Town Clerk. After a lengthy discussion it was left that Mr. Sipos would direct her as to what needed to be done once further review of the situation and documentation.

A motion by John Saeli, seconded by Kathy Russo and so carried unanimously to adjourn the meeting at 10:50 p.m.

Respectfully submitted

Donna Karlsen
Varick Town Clerk