

# Town of DeKalb Board Meeting

At a regular meeting of the Town Board, of the Town of DeKalb, St. Lawrence County, New York, held on the 19<sup>th</sup> day of April 2017, at the Town Hall, in DeKalb Junction NY, there were present:

John Frary	Supervisor	Harold Lowery	Councilman
Michael Livingston	Councilman	Rae Ann Davis	Councilwoman
Jody Hamilton	Highway Superintendent	Ed Newcombe	Councilman
Bill Chambers	Code Enforcement Officer	Barbara Creazzo	Town Clerk
Charles Nash	Attorney		

Supervisor Frary, called the meeting to order at 7:00 PM

Harold Lowery, moved that the minutes of the Regular Board Meeting of the Town Board, held on the 15<sup>th</sup> day of March 2017, as submitted by the Town Clerk, be and hereby approved. Seconded by Ed Newcombe and adopted unanimously.

Michael Livingston, moved that the minutes of the Special Board Meeting of the Town Board, held on the 21<sup>th</sup> day of March 2017, as submitted by the Town Clerk, be and hereby approved. Seconded by Rae Ann Davis and adopted unanimously.

Community members in attendance:

Rachel Hunter, Gouverneur Tribune Press  
Jamie Rogers, ANCA

Larry Denesha, SLC Legislator  
Matt Bullwinkel, ANCA

## Public Forum:

Jamie Rogers, representative for ANCA, presented an overview of approaches, the Town of DeKalb can take, to assist the Town to reduce their carbon footprint, as well as, cost reduction for cleaner energy.

ANCA works closely with NYSEERDA (New York State Energy Research and Development Authority). A Clean Energy Communities Program Guidance Document, has been developed to assist municipalities to reduce their carbon footprint and cost. Communities must apply for the grant by September 30, 2019. In order to submit an application, a municipality must include documentation for each of the four completed High Impact Actions. At no cost to each local governing body that wishes to apply, will have available to them, Clean Energy Communities Coordinators to assist with the following:

- Develop and prioritize clean energy goals
- Access guidance resources such as templates for legislation, procurement, and contracts
- Take advantage of available funding and technical assistance opportunities

For the program overview, there are 10 High Impact Actions, of which 4 must be achieved when applying for funding. The actions are as follows:

- Benchmarking
- Clean Energy Upgrades
- LED Street Lights
- Clean Fleets
- Solarize
- Unified Solar Permit
- Energy Code Enforcement Training
- Climate Smart Communities Certification
- Community Choice Aggregation
- Energize New York Finance

Energy Circuit Riders is another entity that can assist by addressing some common barriers such as:

- Time and Capacity
- Aging Infrastructure
- Tax Caps

- Compliance Requirements
- Utility Tariffs

Members of the Board have been provided with information for their review, and have been asked to be ready to pass 2 resolutions at the next regular Board Meeting. The 2 resolutions, once in place will allow the project to move forward.

Larry Denesha, St Lawrence County Legislator

-Excellent news has been received regarding the CHIPS money for St. Lawrence County and DeKalb. The Legislators, Assemblymen, and State Senators, lobbied hard to bring more CHIPS money to the north country. Money amounts for the Town of DeKalb are listed under the Highway Report.

-The Town of Hermon, is applying for a feasibility study to be done, to determine if the natural spring water that feeds their water district, meets the requirements to consider a water bottling plant.

-SAFE Act, there are 2 bills in the Senate and 1 in the Assembly, to repeal the SAFE Act for all counties, excluding New York City and its surrounding counties. The proposed bills are to allow long guns to be transferred to family members, without the mandated background checks, as well as, the purchasing of ammunition without background checks.

-The County Legislators passed a resolution which would support local DMVs to retain more revenues at the local levels. As it stands now, for each registration that is processed locally, that DMV is only allowed to keep 12.7 cents per dollar, while the remainder goes to Albany.

-The Legislators also passed a resolution to hire a new Assistant District Attorney, has there has been a resignation within the department.

-The auditing of all County accounts has been completed. There were approximately 100 accounts that were reconciled. Through this audit, a total of 3 million dollars has been recovered. The cost of the audit was \$65,275, and is deemed well worth the cost, as all accounts are now reconciled and steps have been put in place to ensure all accounts are reconciled appropriately and in a timely manner.

-On April 22, 2017, the Towns of Fine and Clifton will be hosting an Earth Day celebration at the boat launch.

-Thanks to all the hard work completed by Stephen Button, County Attorney, the County will be seeing some relieve with the annual Indigent Defense expense. This relief will be spread over a seven-year period.

-Interviews will be occurring in the coming week, as the Legislators search for a replacement for Darren Colton's position, as Director of Real Property Tax Office.

### **Financials:**

A motion was made by Rae Ann Davis and seconded by Ed Newcombe, to accept the Justice Clerk Audit Report as presented. Carried 5 Ayes

A motion was made by Michael Livingston and seconded by Harold Lowery, to accept the Town Clerk Audit Report for Tax Collection and Town Clerk Collection as presented.

Carried 5 Ayes

Town Clerk Report: Barbara A. Creazzo

-March was a very slow month, as there was only \$60.70 collected. There were no DEC sales, \$35 was collected for dog licensing, with \$7 of the collected paid to Ag & Markets Animal Population Program. Eighteen dollars was collected in building permits, \$2.70 for photo-copies and \$5 for faxes. A total of \$53.70 was paid to the Town's coffers. Year to date, \$472.75 has been paid to the Town.

-Water District/Sewer District money received for March was \$17,605.84. Eight thousand one hundred Eighty-six dollars and 16 cents collected for the Water District, while \$9,419.58 was collected for the Sewer District.

-Tax Collection was \$148,759.87 for the month. At the end of the month, 78.20% of the taxes have been collected.

-An information request form, has been sent to all water/sewer utility users, requesting resident addresses, mailing addresses, phone numbers, cell phone numbers, e-mail addresses etc. This is in preparation for ensuring the new Water/Sewer software has the most accurate information.

-Will be transferring Water/Sewer data to UBMax for conversion of new software for billing.

-Second notices for unpaid property tax has been sent. All notices have a \$2 charge added for the notice. There are 203 parcels with no payment made.

-A few people have opted to pay their taxes on-line. There is a 3% fee that is charged for each transaction. This fee is charged by and paid to the company that provides this service. At this time, only full tax payments can be accepted, which can create a significant charge for the service. Municipalities cannot by law, absorb the fee charge. It is a service that is available to the public and is not mandated.

-The Town has received promotional cards, with dates, for the SLC Free Rabies Vaccination Clinics. These clinics will be held throughout the County and are free. All donations at the clinics will help the Towns to defray their cost of sponsoring a clinic. DeKalb's Clinic is scheduled for October 2, 2017 from 6-8 pm at the Town Garage, located at 2810 SH 812. The doctor will be receiving \$135 and their assistant will receive \$40.

#### **2017 Monthly and Year to Date Report:**

-The Profit & Loss Budget vs. Actual report was presented to members of the Board. A brief discussion occurred and Supervisor Frary ask each member to let him know if they have any questions.

-Supervisor Frary passed out to each Board member, a spreadsheet showing 2016 Fund Balance (Account, 2017 Budget, Balance and what the accrument would be for each account, if 0.25 was set as the proposed amount). As an outcome of the recent Comptroller Audit, the Town policy should establish a Capital Reserve Account, as well as, an Unexpended Fund Balance. Supervisor Frary, ask that each Board member review all information provided, so the Board is ready to pass resolutions at the next regular board meeting, to establish the above-mentioned accounts. The Board unanimously voiced they would like to vote on the resolutions at the next regular board meeting.

#### **DANC Report:**

##### **Water District**

-A total of 625,405 gallons of water were metered in the month of March, with an average daily flow of 20,174 gallons. A total of 4 gallons of sodium hypochlorite were used in the treatment of the water produced.

-Daily visual inspections of the plant were completed and graphs of the daily flows, historical flows and chlorine residuals are in graph form for review.

-A Random distribution sample for bacteriological testing was collected and submitted to Converse Laboratories with a rating of satisfactory.

-On March 9<sup>th</sup>, a water service break occurred, which initiated a boil water advisory notice. All necessary notifications occurred in a timely manner.

-\$334.31 was spent above the base contract service fee, for the month of March.

##### **Sewer District**

-A total of 959,000 gallons of wastewater were treated in the month of March, with an average daily flow of 30,935 gallons. There were no SPDES permit violations.

-Daily tests, visual inspections occurred daily, as well as weekly and monthly inspections of blowers, pumps, and process equipment.

-Flow graphs are included in the monthly report.

-On 02-26-17, unclogged pump at Family Dollar's lift station.

-On 02-28-17, obtained quote for plumbing fixtures for Family Dollar's lift station.

-On 03-03-17, repaired the broken drive chain on #1 RBC.

-\$1,043.40 was spent above the base contract service fee, for the month of March.

#### **Assessor's Report: Robert Balling**

-There has been a total of 47 Property Transfers since July 1<sup>st</sup>. Of these, 11 are arms-length sales that will be used in the determination of the Equalization rate.

-Attended meetings in January and April, for the NYS Assessor's Association Executive Board. Much discussion was held at these meeting to try and return the STAR Exemption for new home buyers to the way it was before the recent changes. However, proposed legislation did not pass.

-The NYSAA is currently contacting legislators to remind them to extend the Cold War Veterans Exemptions, as it is nearing its expiration date.

-The Governor is looking at consolidating local assessments to county wide assessments. If this should pass, it will cost taxpayers millions of dollars. Anyone wishing more information should contact me.

-Exemption renewals: 19 exemption renewals had to be removed due to property owners no longer qualified, 219 Agricultural exemptions, 17 Senior/Aged Exemptions and 167 Enhances STAR exemptions were successfully renewed.

- Paperwork has been submitted to NYS to declare a 100% Level of Assessment for the 2017 Assessment Roll. It is anticipated the State, will approve of this equalization rate.
- The Tentative Assessment Roll will be officially filled on May 1<sup>st</sup>. During the month of May, I will be sitting with the assessment roll.
- Grievance Day is scheduled for May 24<sup>th</sup>, from 4-8pm at the Town Hall.

**St. Lawrence County Planning Office:**

Pictometry, is the name of the company that provides high resolution Oblique (bird's eye view) aerial imagery for the county, to assist with assessments. They are planning to complete an update for St. Lawrence County. These aerial views are also used by law enforcement agencies, emergency responders, highway officials, local planning and zoning board members.

The last update, was covered by grant money; however, that money is no longer available to assist with the planned update. The County is seeking new grant money, but anticipate that it will not be enough to cover the entire expense. Therefore, local municipalities are being canvassed to determine how many can place in their 2018 budget, money to help defray the cost of updating. For the Town of DeKalb, the Taxable Assesed Value is 108,330,155, parcel count for 2016 was 1,570, cost by the Town will be \$3,365, and the rate per 1,000 is \$0.0311. After discussing with Robert Ball, Supervisor Frary has contacted Jason Pfothenauer, Deputy Director, County Planning Office, and has informed him that the Town of DeKalb will be planning for this request in their 2018 budge.

**Code Enforcement Report: Bill Chambers**

-12 permits have been issued since the beginning of the year. Fee amount to date is \$1,109.60 and the project cost to date is \$304,671.00. The request for permits has begun to pick up, now that the weather has become more spring like. Permits issued include: 2 decks, 1 accessory structure, 1 storage shed, 1 siding/facia, 1 pole barn, 1 pellet stove, 3 mobile homes, 1 shop and 1 new construction.

**Highway Report: Jody Hamilton**

- The crew has been working on grading dirt roads.
- Brian Davis last day of work was on the 17<sup>th</sup> of March.
- Patrick Perry will begin work on April 24<sup>th</sup>.
- Truck #7 has been at Watertown Springs and will be going to Stadium for further repair work.
- Truck #8 is also having some work done on it that cannot be done at the Town garage. Most likely it will require a new engine.

A motion was made by Rae Ann Davis, seconded by Michael Livingston, for Superintendent Hamilton to give the go-ahead for an engine replacement for Truck # 8. Carried 5 Ayes

-NYS DOT Consolidated Local Street and Highway Improvement Program (CHIPS), Extreme Winter Recovery (EWR) & Local PAVE-NY 2017-18 Enacted Budget for the Town of DeKalb is as follows:

- Chips Apportionment \$181,215.86
- EWR 34,610.09
- Pave NY 41,364.32 For a Total of \$176,737.73

**Communication:**

- Supervisor Frary, has spoken with Naomi Drake, from the DeKalb Volunteer Fire Department and would like to recognize the young Guarino boy, for his quick response to their house fire on April 13<sup>th</sup>. A certificate of acknowledgment will be presented by the Board. The members of the Board took up a collection of funds that will be presented to him as well.
- Supervisor Frary, would like to thank Bill Chambers, for the compassion he extended to the Guarion family, during their time of need. Bill opened the Town Hall to give them a place to be while the firemen put out the fire. "Thank you, Bill, for your kindness".
- Schedule a public hearing for the Charter franchise, as it is time, once again, for the Town to sign a new contract.
- St. Henry's hazard survey that was completed on 03/14/2017 has been received. There is one pipe in the basement that was found to be wrapped in Asbestos and will need to be removed. The bill for the survey has not been received as of this date.
- Supervisor Frary, provided members of the Board, with a spreadsheet that shows all spending to this point on the building (St. Henry's). He will add all future spending to the spreadsheet as they occur.

- Possible boat launch site, nothing now.
- Local Law committee, continues to be on hold.
- LED street lighting possible upgrade, continue to explore best option.
- Materials Management Memo, received notice from DANC, municipalities that are accruing the expense of demolition of old structures, may qualify for a reduction in the tipping fees.
- Supervisor Frary, shared a letter from The Associations of Towns, regarding the Countywide Shared Services Property Tax Savings Plan. Each county, town, village and city, must adhere to this mandate. Each town supervisor, village/city mayor, will represent their municipality and will be part of the shared services panel, which will be chaired by the chief executive officer of the county. Supervisor Frary will keep the Board apprised of developments at each upcoming Board meeting.
- There are several bills going before NYS Legislative Bodies to Repeal portions of the SAFE ACT. The first is to propose to limit, the application of the NY Secure Ammunition and Firearms Enforcement Act of 2013 for the counties of Kings, Queens, Richmond, New York, and the Bronx, thereby repealing it for the remainder of New York State. The second is to include the following provisions: 1. Proposes to remove restrictions on the transfer of guns to family members due to the gun owner's death; and 2. Proposes to remove the background check requirement for purchase of ammunition.

A motion was made by Michael Livingston and seconded by Harold Lowery to support the above stated bills by passing Resolution #5, supporting Senate Bill 879C, Assembly Bill 6140 and Senate Bill 3382, regarding the Repeal of the New York Safe Act for Upstate New York.

Carried 5 Ayes

A motion was made by Rae Ann Davis and seconded by Harold Lowery to approve payment of the bills as entered on Abstract # 4-2017.

Carried 5 Ayes

A motion was made by Harold Lowery and seconded by Ed Newcombe to adjourn.

Carried 5 Ayes

Meeting adjourned at 9:37 PM

Respectfully submitted by  
Barbara A. Creazzo  
Town Clerk

#### Actions

1. Schedule a Public Hearing for the Charter Franchise May 17, 2017 starting at 6:45 PM at the Town Hall. **Completed 04/25/2017**
2. Resolution for supporting Senate Bill 879C, Assembly Bill 6140 and Senate Bill 3382 regarding the Repeal of the New York Safe Act for Upstate New York. **Completed 04/25/2017**