

**TOWN OF NORTHAMPTON
REGULAR MEETING AND
2018 BUDGET WORK SESSION
October 18, 2017**

Supervisor Groff called the Town Board 2018 proposed Budget Work Session – 2018 Consolidated Health District Budget – 2018 Northville Fire District and Broadalbin-Kennettyto Fire District meeting at 6:32 p.m. in the Municipal Building at 412 South Main St., Northville, NY. on Wednesday, October 18, 2017.

PRESENT: Supervisor: James Groff
Councilmen: Darryl Roosa, Art Simmons, and Ivar Anderson
Absent Councilman William Gritsavage

RECORDING SECRETARY: Elaine Mihalik-Town Clerk

Other Town department representatives in attendance were Nathaniel Matthews-Bookkeeper and Yvonne Woodruff-Deputy Clerk

Discussion on the 2018 Town of Northampton Tentative Budget

Councilman Simmons questioned the line item A1355.101 Personal Services-Clerk in the amount of \$5,000.00 added for the Assessor in the 2018 Town of Northampton Tentative Budget. Councilman Simmons stated that he would like to see that line item removed because he had not heard anything before this proposed 2018 Budget was presented that there was a need and where this is necessary. Is this position going to be advertised? This is not going to be a permanent yearly position explained the Supervisor. It's a part-time one-time position. I would assume the Assessor would bring to the Board a name of someone she would like to hire to help her with her filing. Supervisor Groff stated we have approximately \$3M in assessments based on the new building permits. Probably the Town of Northampton, Town of Mayfield and Town of Broadalbin, are the busiest more than most other towns in the County with new buildings and new homes. Councilman Simmons wished the town could find someone who could fulfill the variety of tasks that are needed. Discussion ensued.

Nathan Matthews mentioned on page 4 - Records Management he would like to increase line item A1460.4 to \$5,500.00, because of the proposed bid we received and if we move forward with preserving the old Cemetery Book. That would be if the bid received is the low bid stated Supervisor Groff.

Mr. Matthews noted that there have been no changes to the Health District Budget. He noted that he has contacted the Association of Towns pursuing on how to dissolve the Health District and have the town take it over. Having no further discussion on the 2018 Tentative Budget a motion was made

MOTION ON 2018 Town of Northampton Preliminary Budget

Councilman Simmons motioned to approve moving the 2017 Town of Northampton Tentative Budget to the 2018 Town of Northampton Preliminary Budget, with amendments to Page 4 Records Management line item A1460.4-Contractual Expense increasing it to \$5,500.00 for preservation of old Cemetery book and using the proposed following tax rates: General A Fund - \$1.24 (one dollar and twenty-four cents) per thousand, an increase of \$0.05 (five cents) per thousand; Sacandaga Lighting District SL Fund - \$0.31 (thirty-one cents) per thousand, decrease; Sacandaga Water District SW Fund - \$25.00 (twenty-five dollars) per point, remaining the same; Sacandaga Sewer District SS Fund - \$47.00 (forty-seven dollars) per point, remaining the same; the 2018 Consolidated Health District Budget; 2018 Northville Fire District and the Broadalbin-Kennettyto Fire District Seconded by Councilman Anderson.

ROLL CALL VOTE:

James Groff	Aye	Ivar Anderson	Aye
William Gritsavage	Absent	Art Simmons	Aye
Darryl Roosa	Aye		

MOTION:Councilman Simmons motioned to post that the Town Board will hold a Public Hearing on Wednesday, November 15, 2017 at 7:15 PM on the 2018 Town of Northampton Preliminary Budget; 2018 Consolidated Health District Budget; 2018 Northville Fire District Budget and the Broadalbin-Kennyetto Fire District Budget. Seconded by Councilman Roosa and passed by; A Vote 4-Ayes: Groff, Anderson, Simmons and Roosa 0-Nays

Councilman Anderson closed the 2018 Town of Northampton Budget Work Session at 6:46 p.m. Seconded by Supervisor James Groff and passed by;A Vote of4-Ayes: Groff, Roosa, Anderson and Simmons 0-Nays

Supervisor Groff called the regular Town Board meeting to order at 7:01 p.m. in the MunicipalBuilding at 412 South Main St., Northville, NYon Wednesday, October 18, 2017and led the salute to the flag.

PRESENT: Supervisor: James Groff
Councilmen: Darryl Roosa, Art Simmons, and Ivar Anderson
Absent Councilman William Gritsavage

RECORDING SECRETARY:Elaine Mihalik-Town Clerk

Other Town department representatives in attendance were Nathaniel Matthews-Bookkeeper; Yvonne Woodruff-Deputy Clerk; Kip Richardson-Highway Superintendent; Ken Cramer-Water/Sewer Plant Operator; Honorable Michael Albanese-Town Attorney; and Matthew Ginter-Code Enforcement Officer

ALSO PRESENT:Steven Collins and Warren (Skip) Taylor

MOTION: CouncilmanAnderson motioned to adopt the September 20, 2017 Regular Town Board meeting minutes and the October 2, 2017 Proposed 2018 Town of Northampton Budget Work Sessions minutes as presented by the Town Clerk. Seconded by Councilman Roosa and

Adopted by a vote of 4-Ayes: Groff, Anderson, Simmons and Roosa 0-Nays

MOTION on Warrants

MOTION:Councilman Anderson approved paying the warrants. Seconded by Councilman Simmonsand passed by, A Vote of 4-Ayes: Groff, Roosa, Simmons and Anderson

2017 Warrants

General Fund "A"	\$22,902.38
General Fund "B"	6,445.09
Highway Fund Outside Village "DB"	188,660.70
Sacandaga Lighting District	1,037.33
Sacandaga Sewer District	1,879.48
Sacandaga Water District	2,047.32
Trust and Agency Fund	<u>00.00</u>
Total Warrants	\$222,982.30

COMMUNICATIONS

- Monthly Report of Revenues and Expenditures
- Monthly Transfers for Abstract of Audited vouchers

- Saratoga County Planning & Zoning Conference will be held in Saratoga at the Springs City Center on Wednesday, January 31, 2018
- October 2017 Fulton Co Regional Chamber of Commerce Newsline
- 2017 Tax Foreclosure Auction October 25, 2017 at 11 a.m.
- Letters from Charter (cable TV)
 - Councilman Simmons mentioned that both he and Councilman Gritsavage attended the last NCS meeting to reconfirm their interest in a local TV station. The NCS is still interested in having the TV station there at the school and Councilman Gritsavage will contact Charter to discuss this.
- Newly Elected Official 2018 Training School
- 3rd Local Government Innovation Conference November 13-14, 2017 in Albany, NY
- NYS Legislative Commission on Rural Futures Fall/2017 Issue
- Mohawk Valley Economic Development District, Inc. RE: Comprehensive Economic Development Strategy (CEDS) Regional meeting and News Release
- Rockefeller Institute of Government in Albany, NY

Supervisor Groff opened the floor for Public Comment at 7:02 P.M.

Sacandaga Park - Skip Taylor mentioned receiving a notice regarding a break in the Sacandaga Park water system. Mr. Taylor inquired how creating rates was coming along for water bills based on meter readings. We are hoping to have it for the third quarter for next year responded Mr. Matthews. I will be working with the Board to review and develop the rates, checking meters for any possible malfunctioning and them not having any issues, to get the proper bill format, to adopt and approve rates. Discussion ensued.

Citizens Emergency Response Team (CERT) - Steven Collins spoke to the board on Citizens Emergency Response Team (CERT) with Disasters Preparedness. He is on the Community Preparedness Association which is working with getting an Emergency Shelter together. We have a shelter in place and the Red Cross has approved it. We have a few who are shelter trained. We do not have a generator yet, the money we raised was saved for other purposes because the NCS put the generator under their Capital Improvement Project. Red Cross has one trailer full of supplies for 100 to 150 people and multiple shelters could draw on that trailer. We have the Red Cross administrative paperwork and forms. In discussion all this we discovered that there is going to be a need for other man power for emergency preparedness besides EMS. When there is a Disaster, Fire Fighters, EMS, Law Enforcement and Municipal are instantly over whelmed. The idea is to put together a team of volunteers who would receive some training and have organization, have their own communication system and be able to respond to assist when needed. Training will be to have them prepared to help the Fire Department, not to fight the fire but to help do all the things to keep the firemen free to do their job. FEMA has a program called Community Emergency Response Teams, they have a 25 to 50 hours training program. The Supervisor has a letter requesting some Advancement of the status of the CPA explained Mr. Collins. To do some of the steps we need to have the participation and approval of both governments. We are proposing that both the Village of Northville and the Town of Northampton jointly authorize Community Preparedness Association as the Emergency Preparedness Agency beyond Fire Fighters, EMS and Law Enforcement; this is not taking away from any of those agencies. The School has the shelter and the generator and their staff committed to helping get the shelter up and running they are on the Emergency Team. CPA will be broken up into four groups-three are already in place, the shelter that runs under the American Red Cross, Rules, Finance and Planning. The forth component is CERT which will run under FEMA rules. Mr. Collins provided a power point video presentation on CERT out in Arizona that will tell you all about CERT and the need for volunteers. The reason for this presentation is to explain to everyone here the need. Right now there are no instructors in the area and this requires FEMA Certified instructors. We have someone who is going to be going to this FEMA training to be able to train individuals to be certified instructors for the CERT program for the Fire Fighters community, the EMS community, the Law Enforcement community or Municipal community. Once we have instructors then we can think about recruiting people to volunteer. This presentation is to expose you to the program and to see if we should to continue to look into this program and to get the Board support. Is there a cost to this from the board inquired Councilman Simmons. We have the \$7,000 that we raised for the original generator stated Mr. Collins but the NCS has incorporated a larger generator in their Capital Improvement Project. My understanding is that people who donated a large sum to the original generator were contacted and asked if they could use their donation instead for the Emergency Preparedness. The Rotary has just donated \$3,400.00 toward supplies. Right now finance is not an issue. It's the shelter in place is the NCS.

MOTION: Councilman Anderson motioned approval to send a letter of support from the Town of Northampton to authorize the Community Preparedness Association as the Emergency Preparedness Agency. Seconded by Councilman Simmons and passed by

A Vote of 4 Ayes: Groff, Anderson, Simmons and Roosa

0-Nays

Department Reports:

CODE ENFORCEMENT: Matthew Ginter collected \$620.00 in fees. A total of 11 permits were issued in September 2016; #043-14 Permit renewal; #059-1 Permit renewal; #063-16 Alterations; #064-16 Solar Panels; #065-16 Foundation; #066-16 Septic system; #067-16 Deck; #068-16 Well; #069-16 Addition; #007-16 Septic System; and #071-16 Well.

MOTION: Councilman Anderson motioned to approve the Code Enforcement September 2017 monthly report as presented. Seconded by Councilman Roosa and passed by,
A Vote of 4-Ayes: Groff, Roosa, Anderson and Simmons 0-Nays

ZONING BOARD OF APPEALS: No meeting was held on September 27, 2017. Due to no new business coming before the Zoning Board of Appeals this month the scheduled October 25, 2017 meeting has been canceled. The next scheduled meeting is November 22, 2017 at 7 p.m.

PLANNING BOARD: The next scheduled Planning Board meeting is November 14, 2017 at 7 p.m.

JUSTICE: MOTION: Council Simmons motioned to accept the Justice Report. There was a total of 33 cases handled and \$5,031.00 was collected in fines for the month. Seconded by Councilman Anderson and passed by,
A Vote of 4-Ayes: Groff, Simmons, Anderson and Roosa 0-Nays

ELECTION: The General Election will be held Tuesday, November 7, 2017. Polls will be open 6 a.m. to 9 p.m.

CEMETERY: Supervisor Groff noted that he has talked with Darby Jenson regarding the vault being repaired. He still has not been up to the vault as far as we know.

Public Safety: Supervisor Groff has sent out a letter on the speed limit motions update and the need for lowering the speed limit along State Highway 30. He has not received any response as of yet.

AMBULANCE: Councilman Simmons noted that he and Councilman Gritsavage had met at the Ambulance meeting last week. Councilman Simmons stated that he is not sure if the new ambulance has been delivered yet or not.

Hope Ambulance Agreement for 2018. MOTION: Councilman Roosa motioned to approve the 2018 Ambulance Agreement between the Town of Hope and Town of Northampton. Seconded by Councilman Anderson and passed by,
A Vote of 4 Ayes: Groff, Roosa, Anderson and Simmons 0- Nays

Refuse and Garbage: Saturday, November 11, 2017 is an official holiday, Veteran's Day, the transfer Station will be closed. The station will be **open** on Saturday after Thanksgiving, November 25, 2017, regular hours.

HARDFILL SITE: There were a total of 54 vehicles logged at the Hardfill site and \$4.00 in fees were collected for tires for the month of September 2017.

HAULING FEES: The month of September 2017 fees were as follows:

County Transfer	106.240 Ton @ \$53	\$5,630.72
Curbside Recycling	13.110 Ton @ \$20	\$ 262.20
Transfer Station Recycling	3.710 Ton @ \$10	\$ 37.10
Metal Hauling	3.910 Ton @ \$20	\$ 78.20
Electronics	0.810 Ton @ \$00	\$ <u>00.00</u>

Total

\$6,008.22

Northville Fire Dept.:

September 2017: There were a Total of 12 Responses and a Total of 1115Man-hours. The Village of Northville had 1-Fire Alarm-False Alarm and2-Standby for Edinburg. The Town of Northampton had 1-Fire Alarm-False Alarmand 3-Hazardous Conditions.The Town of Edinburg had 1-MVA with Injuries and 1-Brush Fire. The Town of Benson 1-Structure Fire; 1-EMS Assist and 1-FireAlarm. The Town of Hopeneone. There was4-Mutual Aid Given and 7-Mutual Aid-Received.

Northville Fire Department Notes:

Taker Operations, members learned and practiced the proper pump operations and tanker relays. 15 members present Members were fitted for new gear, beginning with class A firefighters. Members checked trucks to ensure all equipment was in working order.

SACANDAGA PARK WATER & SEWER:

September 2017

Water:

-September 2016 usage – 1,070,000 gallons pumped

-September 2017 usage – 906,00 gallons pumped

Meters: Meters were read and readings generated

Repair/Maintenance: A water main was broken today in the Sacandaga Park Water District and an advisory notice was delivered and sent out to all resident Sacandaga Park water users within the area of the water main break. It was posted in the Town hall, on the Town Website, the Village Facebook and sent to the Legal newspaper (Leader Herald). Notifying the Residents that the water service had to be shut down until repairs could be made. The Residents were advised to boil water or use bottled water for all culinary uses while the advisory is in effect. All tap water for human consumption should be boiled at a rolling boil for a least three minutes and then cooled before use.

Wastewater:

-September-2016- daily average flow 8,800 gallons

-September-2017- daily average flow 10,700 gallons

Repair/Maintenance:

- NYS DEC inspection completed on the treatment plant.
- Mr. Cramer discussed the issue with the break in the water main recently on McKinley Avenue and they are currently under a boil water effect until two consecutive water samples are approved and the DOH orders to lift the boil water ban.
- Repairs are needed for the leaking water valve on the upper end of McKinley Avenue.

TOWN CLERK:MOTION: Councilman Simmons motioned to approve the Town Clerk’s September 2017 monthly report as presented by the Town Clerk. Seconded by Councilman Andersonand passed by, A Vote of 4-Ayes: Groff, Roosa, Anderson and Simmons 0-Nays

10/01/2017

**Town Clerk Monthly Report
September 01, 2017 - September 30, 2017**

Page 1

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Account#	Account Description	Fee Description	Qty	Local Share
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A1255	Conservation	Conservation	90	228.82
	Marriage Certificate	Marriage Certificate	4	40.00
	Registrar Fee	Registrar Fee	3	66.00
	Town Clerk Fees	Marriage License	1	12.50
		Sub-Total:		\$347.32
A2130	Hardfill Site	Hardfill Site	1	70.00
	Transfer Station	Transfer Station	22	220.00
		Sub-Total:		\$290.00
A2544	Dog Licensing	Female, Spayed	16	112.00
		Female, Unspayed	1	13.00
		Male, Neutered	15	105.00
		Male, Unneutered	4	52.00
		Sub-Total:		\$282.00
A2770	Minor Sales	Fax	7	7.00
	Photo Copy	Photo Copy	14	3.50
		Sub-Total:		\$10.50
B2555	Building Permits	Building Permits	13	1,310.00
		Sub-Total:		\$1,310.00

Total Local Shares Remitted: \$2,239.82

Amount paid to:	New York State DOH for Marriage Licenses	22.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program	46.00
Amount paid to:	NYS Environmental Conservation	4,225.18

Total State, County & Local Revenues:	\$6,533.50	Total Non-Local Revenues:	\$4,293.68
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To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Elaine Mihalik, Town Clerk, Town of Northampton during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor	Date	Town Clerk	Date
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The Town Clerk has received a proposed quote from KOFILE Technologies in Vermont for the preservation of the Northville Cemetery Record volume recently assessed in the amount of \$5,400.00 plus shipping and handling which was suggested will have to be divided into 4 volumes because of the large volume of 1,666 pages it contains. The Town Board discussed this and they would like to receive more proposals on the preservation of the Northville Cemetery Record volume.

SUPERVISOR: There was a brief discussion and update on the condemned home in Fish House.

OLD BUSINESS

The NCS is developing the two athletic fields on town property adjacent to the Prospect Hill Cemetery. Councilman Roosa has received quotes from companies for the Cemetery proposal for the two athletic fields work that is adjacent to the Prospect Hill Cemetery. Councilman Roosa has gotten quotes from companies for a 2" tap – 500' pipe – hydrant and metered water as follows:

Ti SALES quote in the amount of \$7,937.18; F.W. Webb quote in the amount of \$11,277.53; Ferguson Waterworks quote in the amount of \$10,561.10. In all of those figures was included in this was a quote from Glenn Davis Dell who will do

the tap. We will do the excavation and they will do the actual work. The Village and Town will actually run the water line in there. Councilman Simmons questioned that the quote amount chosen the Northville Central School will be paying for ½ of the cost. That is what we had approved stated Supervisor Groff. After discussion a motion was made.

MOTION: Councilman Simmons motioned to accept the proposal for the two sports fields work that is adjacent to the Prospect Hill Cemetery from Ti SALES in the amount of \$7,937.18. Seconded by Councilman Anderson and passed by A Vote of 4-Ayes: Groff, Simmons, Anderson and Roosa 0-Nays

NEW BUSINESS:

Re-Appointment of Town of Northampton Deputy Historian

MOTION: Councilman Roosa approved the re-appointment of Joanne Blaauboer as the Town of Northampton Deputy Historian, term expires October 2018. Seconded by Councilman Anderson and passed by, A Vote of 4-Ayes: Groff, Simmons, Anderson and Roosa 0-Nays

Supervisor Groff recommended tabling a motion on the resolution on the WIFI from the NCS pending getting clarification on expense and the use that the town is going to experience.

MOTION: Councilman Roosa motioned tabling a motion on the resolution on the WIFI from the NCS pending getting clarification on expense and the use that the town is going to experience. Seconded by Councilman Simmons and passed by, A Vote of 4-Ayes: Groff, Roosa, Simmons and Anderson 0-Nays

The next Town Board meeting is scheduled for Wednesday, November 15, 2017 at 7:00 p.m. along with the Public Hearing on the 2018 Preliminary Budget scheduled at 7:15 p.m.

Adjourn: Having no further business come before the Board, Councilman Anderson motioned to adjourn at 7:43 p.m. Councilman Simmons seconded the motion and passed by, A Vote of 4-Ayes: Groff, Simmons, Anderson and Roosa 0-Nays

Respectfully submitted,

Elaine Mihalik
Town Clerk