

## Town of Otego

May 9, 2018

The Town Board of the Town of Otego held a regular board meeting on Wednesday, May 9, 2018 at 6:00 pm at the Municipal Building, 3526 State Highway 7, Otego, New York. The purpose of the meeting was to audit the bills and cover any other business coming before the board.

The following members were present:

Joseph Hurlburt	Town Supervisor
Teresa Sears	Town Clerk
Barbara Stanton	Councilperson
David Sheldon	Councilperson
Terry Brown	Councilperson
Royce Livingston	Councilperson
JR Hurlburt	Highway Superintendent

### Minutes

A motion was made by David Sheldon, seconded by Terry Brown, to accept the minutes of the April 11<sup>th</sup> meeting. Motion: 5 Ayes, 0 Nays.

### Supervisor's Report

Mr. Hurlburt read the Supervisor's report for the month of April:

General Fund townwide beginning balance:	\$484,228.64
Receipts:	2,642.74
Disbursements:	<u>23,505.86</u>
Ending Balance:	\$463,365.52
General Fund outside village beginning balance:	\$ 36,902.21
Receipts:	.30
Disbursements:	<u>2,289.16</u>
Ending Balance:	\$ 34,613.35
Highway Fund townwide beginning balance:	\$437,309.91
Receipts:	15,617.89
Disbursements:	<u>38,145.57</u>
Ending Balance:	\$414,782.23
Highway Fund outside village beginning balance:	\$720,934.36
Receipts:	10.50
Disbursements:	<u>711.67</u>
Ending Balance:	\$720,233.19

A motion was made by Barbara Stanton, seconded by David Sheldon, to accept this report as read. Motion: 5 Ayes, 0 Nays.

### Dog Control Officer

Ellen Dwyer gave the dog report for the month of April. There were: 3 stray dogs—2 no complaint, 1 warning; 1 bite complaint (delayed report to DCO); 1 bark complaint (verified) 2 bark (unverified); 1 violation of court order (ongoing since 4/12/18); 2 out of area calls; 1 cat. The dog involved in the Fed Ex biting incident is not going for training in another part of the state.

Ms. Dwyer shared what she had learned at the dog control conference on May 9<sup>th</sup>, along with the questions that arose from it.

### Town Clerk

Teresa Sears read the memorandum from the Town Assessor informing the town that the School Tax Relief exemption amount for the Town's senior citizens has been increased from \$75,880 to \$77,390.

Mrs. Sears reported that the tax season is complete, with 76.19% of the warrant fulfilled. She then presented the town clerk monthly report to the board.

### County Representative

Kathy Clark was not in attendance.

### Code Officer

Mr. Wilber presented the monthly code report. For the month of April, there were:

2 fire safety inspections, 1 inspection complaint  
6 consultations  
1 property search  
1 other

Mr. Wilber has a repeat garbage offender, with complaints from the past four years. He will be contacting the town attorney about prosecution. The planning board/code officer would like to purchase 2 crab apple trees (\$97.00/per tree) for a memorial to be planted near the corner of the Town Hall.

#### Highway

Mr. Hurlburt believes there needs to be a driveway culvert policy in place, as a situation has recently arisen regarding a homeowner's culvert and nothing is presently in writing. He proposed a policy to the board.

Storm damage cleanup continues. The highway committee meeting will be May 10<sup>th</sup> at 6:00 a.m. at the Highway Department.

#### RESOLUTION #1: Driveway Culvert Policy

The following resolution was put forth by David Sheldon, seconded by Terry Brown:

The Town Board of the Town of Otego, duly convened in regular session, does hereby resolve as follows:

Section 1. The cost of the initial culvert installed will be the responsibility of the homeowner/tax payer, if the homeowner/tax payer wants the town to do the installation. The homeowner/tax payer is only responsible for culvert price. Gravel and headwall materials will be provided by the Town Highway Department.

Section 2. The homeowner/tax payer must first contact the Highway Superintendent to inspect layout. The superintendent will make a decision on culvert circumference, and determine if placement of culvert is in an acceptable location.

Section 3. If the homeowner wishes to have the culvert installed by his/her contractor or themselves, section 2 applies. If section 2 is satisfied, the highway department will deliver appropriate culvert only. Gravel and headwall material will be the responsibility of the homeowner/taxpayer, or contractor.

Section 4. Culvert length will be no shorter than 20 feet. Culvert circumference will be determined by Highway Superintendent. A minimum of 12 inch circumference is required. A.D.S. plastic smooth bore culverts are the only brand acceptable. Appropriate headwalls and gravel must also be installed. When installation is complete, the project must be inspected by the Highway Superintendent.

Section 5. Any maintenance or replacement needed therein, will be the responsibility of the Highway Department.

Section 6. Any additions made to culvert, at any time, must satisfy section 2 and all costs will be the responsibility of the homeowner/taxpayer.

Section 7. This resolution will take effect immediately.

Vote: 5 Ayes, 0 Nays

#### Planning Board

Lois Chernin reported that the planning board is still working on the forms. There is one boundary line adjustment. The planning board is hoping to plant 2 trees, as mentioned by the code officer.

#### New Business

##### 1. School Land

The Town Supervisor and Highway Superintendent met again with Dr. Richards to discuss the land that surrounds Otego Elementary. A map was presented with the three proposals the Unatego School Board discussed. Mr. Hurlburt reported that neither the village nor the town has any interest in maintaining the playground area. Mr. Hurlburt requests a meeting with the Village Board to discuss the School Board proposal.

Mrs. Sears presented what the School Board is requesting of the town, from an email sent by Dr. Richards, along with the map of the proposal approved by the board. The RFP is being drafted by the school attorney, and the hope is that that will be out in the next two weeks. However, definite boundaries are not necessary prior to release of the RFP.

2. Buzz Hesse gave a report of the recent School Board meetings. He asked the Town Board to formally vote on the town land proposal adopted by the School Board. After a lengthy discussion between residents in attendance, School Board members, and the Town Board, it was decided that a meeting between the Village Board and Town Board should take place prior to a vote to discuss use and maintenance of the land.

A meeting between the Village Board and Town Board will take place on May 18<sup>th</sup> at 4:00 p.m. at the Village Hall in Otego. This meeting will be open to the public.

Justice/Court

Mr. Decker reported on the resignation of a court clerk. He will ask that it be put in writing to be presented to the board. He asked for authorization to advertise the position once the official resignation is received.

Old Business

The Town Clerk will continue to pursue a new website management program. Ms. Westfall will examine the contract with Magna5 and then contact them about the inconsistent FAX service. High speed Internet will be decided based on the outcome of the contact.

Warrant #5

A motion was made by Terry Brown, seconded by Barbara Stanton, to pay the warrant in the following amounts: General Fund vouchers # \_\_\_\_\_ in the amount of \$ \_\_\_\_\_. Highway Fund vouchers # \_\_\_\_\_ in the amount of \$ \_\_\_\_\_.

Motion: 5 Ayes, 0 Nays.

A motion was made by Barbara Stanton, seconded by David Sheldon, to adjourn the meeting.

Motion: 5 Ayes, 0 Nays. Meeting adjourned at 7:38 p.m.

Respectfully submitted,

Teresa Sears  
Town Clerk

\_\_\_\_\_ Town Supervisor

\_\_\_\_\_ Town Clerk

\_\_\_\_\_ Councilperson

\_\_\_\_\_ Councilperson

\_\_\_\_\_ Councilperson

\_\_\_\_\_ Councilperson

\_\_\_\_\_ Highway Supt.