

TOWN OF OTEGO

January 9, 2019

The Town Board of the Town of Otego held a regular board meeting on Wednesday, January 9, 2019 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 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

December minutes stated that the village and town boards have each agreed to give Harris Memorial Library \$3000 to cover the cost of changing to the Four County Library System. The library representatives stated this; it was never voted on by the Town Board.

A motion was made by Terry Brown, seconded by Barbara Stanton, to accept the minutes of the December 12th meeting. Motion: 5 Ayes, 0 Nays.

Appointments

The following appointments were made for 2019:

Banks: Community Bank
Newspaper: The Daily Star
Historian: Mary Johnson-Butler
Registrar: Teresa Sears
Deputy Registrar: Jocelyn Marsh
Dog Control Officer: Ellen Dwyer
Code Enforcement Officer: Daniel Wilber
Zoning Officer: Daniel Wilber
Flood Plain Administrator: Daniel Wilber
Youth Rec Delegates: Barbara Stanton, Royce Livingston
Deputy Supervisor: Barbara Stanton
Highway Committee: David Sheldon, Terry Brown, Joseph Hurlburt
Liaison with Planning Board: David Sheldon
Bookkeeper: Karen Kropp
Health Officer: Fred Price
Dep. Highway Supt.: Kevin Stanton
Insurance Committee: Royce Livingston, Barbara Stanton, Terry Brown
Court Clerks: Katharine Davis, Jamie Smith

A motion was made by Barbara Stanton, seconded by David Sheldon to accept the above appointments. Motion: 5 Ayes, 0 Nays.

Investment and Procurement Policies

No action.

Employee Handbook

The handbook has been updated to include the most recent NYS sexual harassment policy. No further updates needed.

Mileage Rate

Per the IRS rate, town mileage rate increased to .58/mile.

Town Attorney

Beth Westfall was appointed as the attorney for the town of Otego.

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Supervisor's Report

Mr. Hurlburt read the Supervisor's report for December:

General Fund town wide beginning balance:	\$374,609.65
Receipts:	10,578.34
Disbursements:	<u>34,580.46</u>
Ending Balance:	\$350,607.53

General Fund outside village beginning balance:	\$ 24,348.41
Receipts:	260.18
Disbursements:	<u>2,824.17</u>
Ending Balance:	\$ 21,784.42

Highway Fund town wide beginning balance:	\$452,101.13
Receipts:	575.01
Disbursements:	<u>95,624.53</u>
Ending Balance:	\$357,051.61

Highway Fund outside village beginning balance:	\$511,805.40
Receipts:	128,684.06
Disbursements:	<u>59,729.80</u>
Ending Balance:	\$580,759.66

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 December: 4 reports of loose/stray dogs—3 unverified/unable to catch/no complaint; 1 lost/found; 1 taken to shelter; 1 abuse/neglect complaint—call not returned; 1 dog euthanized, 1 killed by automobile.

Ms. Dwyer reported on monthly late fees for delinquent dog licenses. The \$2.00 per month fee is only being collected for one month due to the limitations of the computer program. The program is expecting to make updates this year. Also she will call the Delaware Valley Humane Society for clarification on who pays the impound fee and report on this at the February meeting.

Town Clerk/Tax Collector

Teresa Sears presented the Town Clerk report for the month of December. The Electronic Death Certificate System will begin in February. Tax collection began January 2nd and is off to a good start.

The Association of Towns Conference is in February. Any interested board members should see Mrs. Sears for more information.

County Representative

Kathy Clark reminded the board that the Hazard Mitigation Workshop is on January 29th from 5:00—8:00 pm at the Meadows in Cooperstown.

Tax help is available for seniors. Anyone interested may contact Office of the Aging (607) 432-9041 to schedule an appointment, beginning January 15th. Also, help with Medicare signup is available.

Office for the Aging is working to expand transportation options for area seniors. They are forming a network of volunteers to drive seniors to appointments. Contact Jim Lee (607)547-4232 for more information.

Nominations for outstanding residents, age 60 and older, are being received until February 16th. If you know of an exceptional volunteer who gives back to the community, submit the nomination to Office of the Aging.

Highway Superintendent Hurlburt commended Mr. Brimmer for the job he is doing and the support shown by him.

Code Officer

Mr. Wilber discussed the need to update the town maps. Every map at the municipal building is different. New ones must be requested from the county. Ms. Westfall volunteered to take the maps to the county after the Planning Board determines which ones need updating.

Mr. Wilber reported on activity in the month of December. The continuing problem with the house on the Otsdawa will now be taken to the court. A permit application is in the process of being submitted for the storage facility on County Highway 48.

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Highway Report

Winter is keeping the highway department busy. Mr. Hurlburt reported on a culvert on Haney Road that was undermined, due to a rotted bottom; it has been changed. Parts have been replaced on a number of vehicles.

The village has yet to reimburse the town for salt used in the 2017/2018 winter season. Since salt prices have increased dramatically, it is necessary to keep track of their usage and seek reimbursement.

The highway department phone system has been down for 3 to 4 weeks. It was discovered that the problem was actually with the fire alarm system. Fargo plans to fix this on Friday.

Planning Board

The board is in need of a computer. Mrs. Sears recommended they have the extra one in her office. Kathy Davis will transfer the files presently on there in order for the board to have it by their February meeting.

The current Zoning Board of Appeals and Planning Board agreement with the county is still valid. No changes are occurring.

NYS Standard Workday Resolution

The three month calendars of all town workers in the New York State Retirement System have been submitted.

A motion was made by David Sheldon, seconded by Terry Brown, to adopt the Standard Work Day and Reporting Resolution for Elected and Appointed Officials, to be filed after being made available to the public for thirty days. Motion: 5 Ayes, 0 Nays.

Delaware Valley Humane Society

A motion was made by David Sheldon, seconded by Terry Brown to have the town supervisor sign the 2019 agreement with the humane society to provide shelter for dogs from the town. Motion: 5 Ayes, 0 Nays.

Department of Agriculture and Markets

Supervisor Hurlburt presented the results of the dog control officer inspection. Debra Toth, the state animal health inspector, found the services satisfactory.

Court Business

The books of the justices need to be audited by the town. The town clerk will contact the justices to see if they are available to meet Wednesday, February 13th at 5:30 pm.

Public Hearing

There will be a public hearing on the Otego Elementary School land subdivision on January 16th at the Village Hall at 7:00.

Warrant #1

A motion was made by Barbara Stanton, seconded by David Sheldon, 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 David Sheldon, seconded by Terry Brown, to adjourn the meeting. Motion: 5 Ayes, 0 Nays.

The meeting was adjourned at 6:55 pm.

Respectfully submitted,

Teresa Sears
Town Clerk

_____Town Supervisor

_____Town Clerk

_____Councilperson

_____ Councilperson

_____ Councilperson

_____ Councilperson

_____ Highway Supt.