

The Regular Town Board Meeting of The Town of Scriba Board was called to order by Supervisor Robert J. Ramsey who opened with the Pledge of Allegiance followed by the Roll Call

Supervisor Robert J. Ramsey	(P)	Councilor Kelly Lagoe	(P)
Deputy Supervisor James Sheldon	(P)	Councilor Joseph Pasco	(P)
Councilor Brad Kennedy	(P)		

**Others Attending the Meeting:**

Jody Gigon- Director of Facilities & Water  
Peggy Michael- Director of SACC/Recreation  
Michael Barry- Highway Superintendent  
Scott Shafer-DCO

Steven Gosselin-Planning Board Chairman  
Jan Davison-Cemetery Superintendent  
Mary Lou Noel-Retired Building Inspector

**Resolution #18-19**

**Minutes-** Motion made by Councilor Kennedy for a resolution to accept the Minutes from the previous meeting held on January 3rd, 2018. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried/ No discussion	

**Resolution #18-20**

**Report-** Motion made by Councilor Kennedy for a resolution to accept the monthly reports which were received from the Town Supervisor, Town Clerk, Town Justice, Planning board, Dog Control Officer, Water, Buildings & Grounds, Recreation. Seconded by Councilor Lagoe.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried/ No discussion	

**Correspondence- None**

**Announcement-None**

**Open Meeting- No Speakers**

**Resolution #18-21**

**Agenda item #1-Facilities-** Resolution authorizing Jody Gigon, Director of Water & Facilities, to purchase a new 2018 Chevrolet Silverado, 2500HD 4 WD Double cab with plow package for the water department from Burritt Motors, 340 State Route 104 East, Oswego, (State Bid # 856739) for the amount of \$38,482.91 with funds to be paid from the Water Department. Motion made by Councilor Sheldon, Seconded by Councilor Lagoe.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried/ No discussion	

**Resolution #18-22**

**Agenda item #2-Facilities-** Resolution authorizing Jody Gigon to purchase a 2018 Chevrolet Silverado 2500 HD 4WD Double Cab with plow package for the Buildings & Grounds Department with budget modifications to transfer from General Equipment Reserve. The purchase will be from Burritt's Motors, Oswego, N.Y., (State Bid# 857838) in the amount of \$38,300.91. Funds to be paid from the General Equipment Account A232B.

Motion made by Councilor Kennedy, Seconded by Councilor Pasco.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried/ No discussion	

**Resolution #18-23**

**Agenda item #3-Facilities-** Resolution authorizing Jody Gigon, Director of Water & Facilities to attend Grade B Water Treatment Plant Operator certification course being held from February 12-16, 2018 by W2Operator Training Group LLC in Cortland, N.Y. Registration fee is \$575.00, lodging and meals estimated at \$650.00. Total \$1,225.00. Motion made by Councilor Lagoe, Seconded by Councilor Sheldon.

Short discussion verifying this is a mandated class.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried	

**Resolution #18-24**

**Agenda item #4—** Discussion regarding the letter submitted from the Town of New Haven allowing their residents to use the Sunset Bay boat launch.

The board discussed the pros and cons of letting another Town utilize the Sunset Bay Boat launch. They also discussed the cost of the Boat Launch Pass in comparison to the cost of up-keep, repairs and enforcement. The cost of the Boat Launch has been \$10.00 since 1994, the date of which Sunset Bay opened to the public.

Motion made by Councilor Sheldon to table the decision. Seconded by Councilor Lagoe.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Tabled	

**Resolution #18-25**

**Agenda item #5-** Discussion and Resolution authorizing a water rate increase of 4 ½% for the Town of Scriba, Town of New Haven and the Town of Volney to cover the cost of O&M and employee wages and benefits.

Attorney Caraccioli explained the Town of Scriba has not yet received the new rates from the City of Oswego. Therefore, it would not be prudent to set the rates for the Town of Scriba, New Haven and Volney until we receive the rates from The City of Oswego.

Motion made by Councilor Kennedy to Table the decision. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Tabled	

**Resolution #18-26**

**Agenda item #6-Fiscal-** Resolution regarding the three (3) RFP's (Request for Proposals) from CPA's (Certified Public Accountants) to perform audits for the Town as required by the NYS Comptroller for years 2017. RFP's were sent to:

- Bower's & Company, CPA. PLLC, Watertown, N.Y.
- D'Arcangelo & Co., LLP, Syracuse, N.Y.
- Inero & Co. CPAs, LLP, Ithaca, N.Y.

The only RFP that was received was from D'Archangelo & Co., LLP, Syracuse, N.Y. for the total range of \$10,800.00 to \$12,800.00. Funds will be paid from A1320.4, the Audit budget line.  
Motion made by Councilor Kennedy, Seconded by Councilor Sheldon.

After a short discussion there was a proposal to sign a 3 year contract with D'Archangelo.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried	

**Resolution #18-27**

**Agenda item #7-Executive Session-** Motion made by Councilor Kennedy to move into executive session related to 2 matters pursuant to Public Officers Law Section 105:

- Discussions relating to proposed, pending or current litigation involving Exelon/JAF; and
- Matters pertaining to the appointment, promotion, demotion, discipline or removal of a particular person

Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried 6:25pm	

**Resolution #18-28**

Motion made by Councilor Sheldon to adjourn the executive session, Seconded by Councilor Pasco.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Adjourned	

**Resolution #18-29**

**Agenda item #8-Fiscal-Bills**

Motion made by Councilor Lagoe to pay the bills as presented in the amount of :

General (A) #1-26	\$65,856.53
Trust & Agency (TA-Payroll) #1-4	\$3,005.91
Highway Fund (DA) #1- 15	\$68,245.40
<u>Water, Sewer &amp; Lighting #1-13</u>	<u>\$15,910.33</u>
Total:	\$153,018.17

Seconded by Councilor Kennedy.

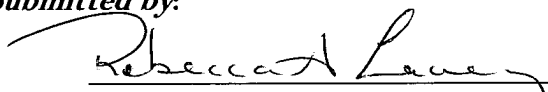
Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Carried	

**Resolution #18-30**

**Adjourn** - With nothing more to discuss a motion was made by Councilor Kennedy to adjourn the regular meeting. Seconded by Councilor Sheldon.

Councilor Pasco	Aye	Councilor Kennedy	Aye
Councilor Lagoe	Aye	Deputy Supervisor Sheldon	Aye
Supervisor Ramsey	Aye	Adjourned 7:00pm	

**Respectfully Submitted by:**

  
Rebecca A. Lavery, RMC Date: 1.24.2018  
**Rebecca A. Lavery, RMC/ Town Clerk**

Resolution No. 18-21

January 17, 2017

**RESOLUTION AUTHORIZING THE PURCHASE OF A NEW 2018 CHEVROLET SILVERADO 2500 HD 4 WHEEL DRIVE WITH PLOW PACKAGE**

By Robert Ramsey, Supervisor:

WHEREAS, the Scriba Water Department is in need of a new truck with plowing equipment, and

WHEREAS, there exists sufficient funds in the 2018 Water Budget,

NOW, on recommendation of the Scriba Town Board, be it

RESOLVED, that Jody Gigon, Director of Water & Facilities, is hereby authorized to purchase said truck in an amount not to exceed \$38,482.91 from the Water Districts 2018 Budget.

ROLL CALL

YES: 5 NO: 0 ABSENT: 0

Resolution No. 18-22

January 17, 2017

**RESOLUTION AUTHORIZING TRANSFER FROM GENERAL EQUIPMENT  
CAPITAL RESERVE FOR THE PURCHASE OF A NEW 2018 CHEVROLET  
SILVERADO 2500 HD 4 WHEEL DRIVE WITH PLOW PACKAGE**

By Robert Ramsey, Supervisor:

WHEREAS, the Scriba Buildings and Grounds Department is in need of a new truck with plowing equipment, and

WHEREAS, there exists sufficient funds in the general equipment capital reserve,

NOW, on recommendation of the Scriba Town Board, be it

RESOLVED, that the Scriba Town Supervisor is hereby authorized to execute the budgetary adjustment attached in an amount not to exceed \$38,300.91 from the general equipment capital reserve.

ROLL CALL

YES: 5 NO: 0 ABSENT: 0

**BUDGET MODIFICATION REQUEST**

FROM			TO			REASON FOR REQUEST	DOLLAR AMOUNT
ACCOUNT NUMBER	ACCOUNT NUMBER	ACCOUNT NUMBER	Account Number	Account Number	Account Number		
Fund	Dept.	Sub.	Fund	Dept.	Sub.		
A	599					Unappropriated Fund Balance-Equip Reserve (DEBIT)	\$38,300.91
			A	9950	9	Interfund Transfer from capital reserves (CREDIT)	\$38,300.91
HA	5031					Interfund transfer revenue (DEBIT)	\$38,300.91
			HA	1620	2	Buildings Equipment (CREDIT)	\$38,300.91
						Purchase a truck for B&G form the Equipment Fund.	

**BOARD SIGNATURES**                      **DATE**

*[Signature]*                                      1/17/18

*[Signature]*                                      1-17-2018

*[Signature]*                                      1/17/18

*[Signature]*                                      1/17/18

*[Signature]*                                      1/17/18

**TOWN OF SCRIBA  
TOWN BOARD MEETING**

January 17, 2018  
6:00 p.m.

Call to Order  
Pledge of Allegiance  
Roll Call of Town Board Members  
Minutes of Previous Meeting  
Reports, Correspondence, Announcements  
Open Meeting - All Speakers will be given a maximum 5-minute time allowance

**AGENDA**

1. Resolution authorizing Jody Gigon, Director of Water & Facilities, to purchase a new 2018 Chevrolet Silverado, 2500HD 4 WD Double cab with plow package for the water department from Burritt Motors, 340 State Route 104 East, Oswego, (State Bid # 856739) for the amount of \$38,482.91 with funds to be paid from the Water Department.
2. Resolution authorizing Jody Gigon to purchase a 2018 Chevrolet Silverado 2500 HD 4WD Double Cab with plow package for the Buildings & Grounds Department with budget modifications to transfer from General Equipment Reserve. The purchase will be from Burritt's Motors, Oswego, N.Y., (State Bid# 857838) in the amount of \$38,300.91. Funds to be paid from the General Equipment Account A232B.
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4. Discussion regarding the letter submitted from the Town of New Haven allowing their residents to use the Sunset Bay boat launch.
5. Discussion and resolution authorizing a water rate increase of 4 ½ % for the Town of Scriba, Town of New Haven and the Town of Volney to cover the cost of O&M and employee wages and benefits.



6. Resolution regarding the three (3) RFP's (Request for Proposals) from CPA's (Certified Public Accountants) to perform audits for the Town as required by the NYS Comptroller for the year 2017. RFP's were sent to

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7. Motion to move into executive session related to 2 matters pursuant to Public Officers Law Section 105:

- Discussions relating to proposed, pending or current litigation involving Exelon/JAF; and
- Matters pertaining to the appointment, promotion, demotion, discipline or removal of a particular person

8. Motion to pay the bills as presented in the amount of \$153,018.17

ADJOURN