

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	Michael Barry- Highway Superintendent
Peggy Michael- Director of SACC/Recreation	Scott Shafer-DCO
Jan Davison-Cemetery Superintendent	Mary Lou Noel-Former Building Inspector

Resolution #18-47

Minutes- Motion made by Councilor Kennedy for a resolution to accept the Minutes from the previous meeting held on February 7th & February 17th, 2018. Seconded by Councilor Lagoe.

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

Resolution #18-48

Report- Motion made by Councilor Lagoe 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 Pasco.

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-

David Fresch- Read a letter to the Town Board which was a summary of the public hearing held by the Scriba Planning Board on March 14th, 2018. He presented each of the Town Board members with a copy of the letter.

Presentation-Recognizing Mary Lou Noel, former Building Inspector. Supervisor Ramsey presented Mrs. Noel with a plaque for her 24 years (1994-2017) of service with the Town of Scriba.

Resolution #18-49

Agenda item #1-Fiscal - Motion made by Councilor Lagoe for a resolution authorizing CiTi-BOCES to undertake bidding for fuel on behalf of the Town of Scriba, pursuant to the Town's Procurement Policy. CiTi-BOCES hopes to release the bid to vendors on/around 3/28. It will be advertised in the Town's official newspaper the Palladium-Times by CiTi-BOCES. Seconded by Councilor Sheldon.

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

Resolution #18-50

Agenda item #2- Motion made by Councilor Kennedy for a resolution approving the Amended Corrective Action Plan submitted to the State Comptroller's Office in December 2017. There was a short discussion concerning recommendations by the comptroller's office. The Town Board will be responsible to establish and enforce the charging of the EDU's. There will be a meeting held with the Town Board and the Water department in an effort for the Town Board to gain a better understanding of the issues in the charging of the EDU's. Seconded by Councilor Pasco.

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

Resolution #18-51

Agenda item #3- Motion made by Councilor Lagoe for a resolution authorizing hiring George Sansoucy Appraisers to provide appraisal services relating to Fitzpatrick Nuclear Power plant. Seconded by Councilor Sheldon. Attorney Caraccioli explains only a few Companies can appraise a Nuclear Plant. Sansoucy has been previously been used by the Town of Scriba. The cost for the Town of Scriba will be 4% of the total cost as the Town of Scriba will partner with the County and the School to share the cost.

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

Resolution #18-52

Agenda item #4- Motion made by Councilor Kennedy for a resolution authorizing Jody Gigon to attend a Pool Operation Management Certification Class in Syracuse, N.Y. on April 10th & 11th, 2018 for the cost of \$325.00 as required by the NYS Health Department for the operation of the Scriba Town Park Pool. Funds will be taken from Recreation Budget line A71470.4. Seconded by Councilor Sheldon.

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

Resolution #18-53

Agenda item #5- Motion made by Councilor Pasco for a resolution adopting a Vehicle Use Policy. Seconded by Councilor Sheldon. There was a short discussion concerning the Policy. The wording of a section of the policy was discussed and clarified by Attorney Caraccioli. Changes will be made and a revised version will be forwarded to the Town Board. Attorney Caraccioli also clarified that any aggressive disciplinary action would come before the board. The federal rate is used for mileage reimbursement.

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

Resolution #18-54

Agenda item #6 - Motion made by Councilor Sheldon for a resolution authorizing the Town Highway Superintendent Mike Barry, to spend Highway funds. Seconded by Councilor Kennedy.

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

Resolution #18-55

Agenda item #7- Motion made by Councilor Lagoe for a resolution authorizing expenditure with a budget modification from the Technology Capital Reserve fund for installation of a fire protection alarm system within the Municipal Building and the Highway Garage in the amount not to exceed \$13,779.00 for the lowest quote received by Volney Multiplex. This recommendation was made by NYMIR in order to satisfy their Fire Safety Category inspection where no alarms are installed in these locations. Seconded by Councilor Pasco. There was a short discussion concerning the frequency of the system being monitored and the specific units being installed.

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

Resolution #18-56

Agenda Item #8- Motion made by Councilor Kennedy for a resolution authorizing Oswego County Opportunities to plant a tree in recognition of National Crime Victim's Rights Week, April 8th-April 14th. The tree planting will occur Wednesday April 11th at 3:00pm and will take place at Sunset Bay, weather permitting. Seconded by Councilor Lagoe.

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

Resolution #18-57

Agenda item #9- Motion made by Councilor Lagoe for a resolution to authorize expenditure with budget modification for Jody Gigon to purchase a Zero Turn Ferris 21002 lawn mower from FJ's Power Equipment (local sole source) for Building and Grounds in the amount \$4,111.93 with funds to be paid from the Special Reserves Equipment account A232B. Seconded by Councilor Sheldon.

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

Resolution #18-58

Agenda item #10- Motion made by Councilor Lagoe for a resolution to authorize expenditure with budget modification for Jody Gigon to purchase a Zero Turn Ferris 21002 lawn mower from BJ's Power Equipment (local sole source) for the cemeteries in the amount \$4,111.93 with funds to be paid from the Cemetery Maintenance account A202. Seconded by Councilor Sheldon.

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

Resolution #18-59

Agenda item #11- Motion made by Councilor Kennedy for a resolution to authorize Jody Gigon to accept the lowest proposal received from Step One Creative, Oswego, in the amount of \$3,990.00 for the Town's website which is set to expire in May, 2018. The proposal amount of \$3,990.00 covers website development and the first year's web hosting fee with a fee of \$240.00 after the first year for CMS License fee/Web Hosting. Seconded by Councilor Sheldon. Clarification was made concerning cancelling the service with Step One Creative. The Town Board can cancel the service at any time with no penalty. This is not a contract or agreement. This is simply the cost of doing business with the company. The current email addresses and domain name can be kept.

Town of Scriba
 Regular Town Board Meeting
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March 21, 2018
 6:00 pm

Resolution #18-59 Con't-

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

Resolution #18-60

Agenda item #12 -Motion made by Councilor Sheldon for a Resolution authorizing an increase in the cost of a boat launch pass for Sunset Bay, which was tabled at the January 2018 Town Board meeting. The price has not increased from \$10.00 since the creation of Sunset Bay in 1992. The new cost will be \$25.00 for Town of Scriba taxpayers who wish to access the launch area. Seconded by Councilor Kennedy.

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

Resolution #18-61

Agenda item #13-Fiscal-Bills

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

General (A, HA) #85-102,104-127	\$110,614.78
Highway Fund (DA) #45-59	\$44,079.62
Water, Sewer, & Lighting (SW, SS, SL) #53-76	\$59,188.25
Trust & Agency (TA-Payroll) #14-17	\$3,120.47
Total:	\$217,003.12

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

Resolution #18-62

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

Councilor Pasco	Aye		Deputy Supervisor Sheldon	Aye
Councilor Lagoe	Aye		Councilor Kennedy	Aye
Supervisor Ramsey		Aye	Adjourned 7:39 pm	

Respectfully Submitted by: Rebecca A. Lavery RMC Date: 3.27.2018
 Rebecca A. Lavery, RMC/Town Clerk

Resolution No. 18-55

March 21, 2018

RESOLUTION AUTHORIZING EXPENDITURE TECHNOLOGY CAPITAL RESERVE FOR FIRE PROTECTION ALARM SYSTEM

By Robert Ramsey Supervisor:

WHEREAS, the Town of Scriba is in need of a Fire Protection Alarm System, and

WHEREAS, there exists a technology capital reserve to fund the necessary improvements,

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

RESOLVED, that the Scriba Town Supervisor is hereby authorized to execute a budgetary adjustment to establish a capital project for Fire Protection Alarm System in an amount not to exceed \$13,779.00 from the technology capital reserve.

ROLL CALL

YES: 5 NO: 0 ABSENT: 0

BUDGET MODIFICATION REQUEST

FROM

TO

ACCOUNT NUMBER			ACCOUNT NUMBER			REASON FOR REQUEST	DOLLAR AMOUNT
Fund	Dept.	Sub.	Fund	Dept.	Sub.		
A	599		A	9950	9	Unappropriated Fund Balance-Tech Reserve (DEBIT)	-\$13,779.00
						Interfund Transfer from capital reserves (CREDIT)	\$13,779.00
HT1	5031					Interfund transfer revenue (DEBIT)	-\$13,779.00
			HT1	1620	2	Buildings equipment (CREDIT)	\$13,779.00

BOARD SIGNATURES

DATE

Raymond 03/21/18
John Stang 3/21/18
James E. Staller

Paul 3/21/18

Resolution No. 18-57

March 21, 2018

RESOLUTION AUTHORIZING EXPENDITURE FROM THE EQUIPMENT RESERVE FOR THE PURCHASE OF A ZERO TURN FERRIS LAWN MOWER

By Robert Ramsey Supervisor:

WHEREAS, the Town of Scriba Buildings & Grounds Department is in need of a new lawn mower and

WHEREAS, there exists a equipment capital reserve to fund the mower

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

RESOLVED, that the Scriba Town Supervisor is hereby authorized to execute a budgetary adjustment to transfer funds per attached budget modification not to exceed \$4,111.93 to make the needed purchase.

ROLL CALL

YES: 5 NO: 0 ABSENT: 0

BUDGET MODIFICATION REQUEST

FROM			TO			REASON FOR REQUEST	DOLLAR AMOUNT
Fund	Dept.	Sub.	Fund	Dept.	Sub.		
A	599		A	8810	2	FOR THE PURCHASE OF A ZERO TURN MOWER	\$4,111.93
						CEMETERY EQUIPMENT	\$4,111.93

BOARD SIGNATURES DATE

August 1 Ramo 03/21/18

John S. Lewis 3/21/18

James M. Lewis 3/21/18

James E. Selden 3-21-18

Paul Lee 3/21/18

Resolution No. 18-58

March 21, 2018

**RESOLUTION AUTHORIZING EXPENDITURE FROM THE EQUIPMENT
RESERVE FOR THE PURCHASE OF A ZERO TURN FERRIS LAWN MOWER**

By Robert Ramsey Supervisor:

WHEREAS, the Town of Scriba Buildings & Grounds Department is in need of a new lawn mower and

WHEREAS, there exists a cemetery maintenance fund to fund the mower

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

RESOLVED, that the Scriba Town Supervisor is hereby authorized to execute a budgetary adjustment to transfer funds per attached budget modification not to exceed \$4,111.93 to make the needed purchase.

ROLL CALL

YES: 5 NO: 0 ABSENT: 0

BUDGET MODIFICATION REQUEST

FROM TO

FROM			TO			REASON FOR REQUEST	DOLLAR AMOUNT
Fund	Dept.	Sub.	Fund	Dept.	Sub.		
A	599		A	1620	2	FOR THE PURCHASE OF A ZERO TURN MOWER	\$4,111.93
						BUILDINGS & GROUNDS EQUIPMENT	\$4,111.93

BOARD SIGNATURES DATE

Raymond A. Staro 03/21/18

John Staro 3/21/18

Kathy M. Logoe 3/21/18

James E. Steller 3-21-18

Paul Per 3/21/18

**TOWN OF SCRIBA
TOWN BOARD MEETING**

March 21, 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

Presentation recognizing Mary Lou

AGENDA

1. Resolution Authorizing CiTi-BOCES to undertake bidding for fuel on behalf of the Town of Scriba, pursuant to the Town's Procurement Policy. CiTi-BOCES hopes to release the bid to vendors on/around 3/28. It will be advertised in the Town's official newspaper the Palladium-Times by CiTi-BOCES.
2. Resolution approving the Amended Corrective Action Plan submitted to the State Comptroller's Office in December 2107. Town Attorney Kevin Caraccioli
3. Resolution authorizing hiring George Sansoucy Appraisers to provide appraisal services relating to Fitzpatrick Nuclear Power plant. -Town Caraccioli

4. Resolution authorizing Jody Gigon to attend a Pool Operation Management Certification Class in Syracuse, N.Y. on April 10th & 11th, 2018 for the cost of \$325.00 as required by the NYS Health Department for the operation of the Scriba Town Park Pool. Funds will be taken from Recreation Budget line A7140.4.
5. Resolution adopting a Vehicle Use Policy.
6. Resolution authorizing the Town Highway Superintendent Mike Barry, to spend Highway funds.
7. Resolution authorizing expenditure with a budget modification from the Technology Capital Reserve fund for installation of a fire protection alarm system within the Municipal Building and the Highway Garage in the amount not to exceed \$13,779.00 for the lowest quote received by Volney Multiplex. This recommendation was made by NYMIR in order to satisfy their Fire Safety Category inspection where no alarms are installed in these locations.
8. Resolution authorizing Oswego County Opportunities to plant a tree in recognition of National Crime Victim's Rights Week, April 8th – April 14th. The tree planting will occur Wednesday April 11th at 3:00 p.m. and will take place at Sunset Bay, weather permitting.

9. Resolution authorizing expenditure with budget modification for Jody Gigon to purchase a Zero Turn Ferris 21002 lawn mower from BJ's Power Equipment (local sole source) for Building and Grounds in the amount \$4,111.93 with funds to be paid from the Special Reserves Equipment account A232B.

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11. Resolution authorizing Jody Gigon to accept the lowest proposal received from Step One Creative, Oswego, in the amount of \$3,990.00 for the Town's website which is set to expire in May, 2018. The proposal amount of \$3,990.00 covers website development and the first year's web hosting fee with a fee of \$240.00 after the first year for CMS License fee/Web Hosting.

12. Resolution authorizing an increase in the cost of a boat launch pass for Sunset Bay, which was tabled at the January 2018 Town Board meeting. The price has not increased from \$10.00 since the creation of Sunset Bay in 1992. The new cost will be \$25.00 for Town of Scriba taxpayers who wish to access the launch area.

13. Motion to pay the bills as presented in the amount of \$217,003.12.

ADJOURN