

TOWN BOARD

The Town Board, Town of Highlands, held a workshop on Monday, August 22, 2011 at Town Hall, 254 Main St, Highland Falls, NY 10928 at 7:30pm.

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|----------|-----------------------|------|----------------|
| PRESENT: | Edward Magryta | ---- | Supervisor |
| | Holly Gokey | ---- | Council Member |
| | William Edsall | ---- | Council Member |
| | Laurie R. Tautel | ---- | Council Member |
| | Mervin R. Livsey, Jr. | ---- | Council Member |
| | Justin Rider | ---- | Counsel |
| | June Patterson | ---- | Town Clerk |

Supervisor Magryta opened the workshop at 7:40pm.

Supervisor Magryta announced that the public hearing on Thursday is at 7:00pm, not 7:30pm as stated in the paper.

PUBLIC COMMENT

Charlie Murphy is still concerned about no lines on Canterbury Rd. Ms. Murphy researched whether there were any restrictions for delineation and was told that there weren't and that it was up to the discretion of the Board.

Supervisor Magryta said that speed and liability are the biggest issues.

Council Member Tautel said she was told that the road had to be a certain width for lines and there are parts of Canterbury that are too narrow.

Justin Rider recommended consulting Highway Supt. Squicciarini.

Supervisor Magryta said that if it can be proven that there will be less liability then he would be for it. The Supervisor will ask Mr. Squicciarini to get more information.

FIXED ASSET VALUATION – INSURANCE REQUIREMENTS CHANGE

Supervisor Magryta said there was some concern about the expenditure of the Town funds and after some research it was confirmed that spending Town funds for this is allowed.

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Supervisor Magryta explained the confusion with the two different premiums. The Supervisor said that the \$1,694 increase in premium was for Aug thru Dec 2011 and the yearly increase in the premium would be \$3,985 for a total yearly premium of \$9,466.30 beginning in 2012.

Council Member Tautel made a motion seconded by Council Member Gokey to approve the additional premium of \$1,694 for the remainder of 2011.

**MOTION CARRIED: 5-ayes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

SEWER POINTS WORKSHOP

Supervisor Magryta asked Council Member Livsey to head the discussion.

Council Member Tautel said the Board received a memo from Mr. Hager with five points that need to be discussed.

Council Member Livsey said the Town needs to make sure the system is fair to everyone.

Mr. Hager said that said the resolution for the sewer point system was adopted in 1995 and he doesn't know if another one has been adopted since. Mr. Hager said there are several areas he is concerned with in the point system.

The Board discussed commercial buildings and seasonal residents.

Mr. Rider advised the Board that when they prepare legislation they should use general categories.

Council Member Livsey said businesses have slower seasons and wondered if they would be able to request a discount.

Supervisor Magryta would like to see how other municipalities handle their seasonal issues.

Mr. Rider said the sewer points should be evaluated every year by the Town.

The Board had a lengthy discussion on the issues.

Supervisor Magryta said he would like to get more information from different municipalities and revisit this at the next workshop.

Council Member Livsey said he will get together with Building Inspector Hager to get some stuff together.

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Supervisor Magryta will use outside resources to get information on the critical issues and he asked the Board to send their comments on the document to Mr. Hager.

Unsafe Building

Council Member Tautel said that Building Inspector Hager has gotten estimates to secure an unsafe property. Ms. Tautel said the low estimate was \$450.

Mr. Hager said that the property is dangerous and eventually needs to be demolished, but, for now, the building needs to be boarded up for safety.

Council Member Edsall made a motion seconded by Council Member Tautel to authorize the expenditure of \$450 to board up the unsafe building.

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

Mr. Rider said that the Town needs to get an inspection and survey and to notify the homeowners.

Mr. Hager said he will begin the process as soon as he has Board approval.

CAP – OFFICE OF THE STATE COMPTROLLER CORRECTIVE ACTION PLAN

Supervisor Magryta stated that the Board needs to start reviewing the bank reconciliations and signing the book so the Town can be in compliance with that piece of the plan.

Supervisor Magryta said the Board needs to develop a checklist to establish controls and provide this to any new Board member.

Council Member Edsall questioned if a checklist of three items tonight would suffice.

Supervisor Magryta and the Board discussed items for the checklist – providing the Town Law Manual to Board members, referencing the Corrective Action Plan from May 10, 2011 and investigating available courses for the year.

Supervisor Magryta said he would take the details and put it in a Word document which he will provide to the Board for review. The Supervisor will look for any responses and/or additions and it will be approved at the September 12 meeting.

Council Member Edsall would like to ensure that the Town Clerk provides the necessary publications, to include the Town Manual, to all Board members.

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Supervisor Magryta said the items for the checklist will be: 1)The Town Clerk will provide any necessary publications to include the Town Law Manual; 2)Reference the Corrective Action Plan from 2011 and comply with the recommendation; 3)Training; 4)Necessary signatures are done and put in personnel file.

BUDGET TRANSFERS

Highway:

Supervisor Magryta has a request from Highway Supt. Squicciarini to transfer money from the Sanitation Reserve to do some work on one of the garbage trucks.

Council Member Edsall made a motion seconded by Council Member Tautel to conditionally approve the transfer of \$3,000 from the Sanitation Vehicle Reserve Fund to Account A8160.0451 pending any restrictions.

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

Police:

Supervisor Magryta has a request from OIC Bailey to transfer money to cover the cost of painting Unit 114.

Council Member Tautel made a motion seconded by Council Member Edsall to approve the transfer of \$1,100 from Acct #B-3120-0440 (Contractual Expenses) to B-3120-0451 (Vehicle Maintenance).

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

MISC.

Parking in Town lot:

Supervisor Magryta has a request to use the old Town Garage property on Firefighter's Memorial Drive to park cars for the September 11 Ceremony at the Patriot Garden.

Council Member Tautel made a motion seconded by Council Member Livsey to allow parking in the Town lot on Firefighter's for the September 11th ceremony.

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

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End of Season Open House at Long Pond:

Supervisor Magryta said there is food left over from the EMS day and the plan is to use it at another EMS day/end of the season open house at Long Pond. The Supervisor will talk to Mr. Willis about not charging for admission that day.

Council Member Livsey made a motion seconded by Council Member Tautel to allow the use of the leftover food at the second EMS day/end of season open house at Long Pond with the fees to be worked out before that date.

PUBLIC COMMENT

June Gunza asked if the Sewer Point System was available.

Supervisor Magryta said it was available in the Clerk's office.

EXECUTIVE SESSION

Council Member Tautel made a motion seconded by Council Member Edsall to go into executive session to discuss: 1) matters relating to proposed, pending or current litigation; and 2) matters relating to collective negotiations under the Taylor Law. Board went into executive at 9:20pm.

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

Council Member Tautel made a motion seconded by Council Member Edsall to close the executive session. Executive session closed at 10:35pm.

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

Council Member Edsall made a motion seconded by Council Member Tautel to adjourn the meeting. Meeting adjourned at 10:36.

**MOTION CARRIED: 5-eyes (Magryta, Livsey, Gokey, Tautel, Edsall,)
0-nays**

Attest,