

**State of New York  
County of Fulton  
Town of Stratford REGULAR MEETING MINUTES  
Municipal Building, 120 Piseco Road  
July 11, 2019**

**Present:**

Allicia Rice	Supervisor
Allan Perkins	Councilman
Richard Fogarty	Councilman
Joan Ploss	Councilwoman
Lorraine Rumrill	Councilwoman
Heather VanDenburgh	Town Clerk
Charles Goodwin	Highway Superintendent
Norman Wright	Code Enforcement Officer
Michael Sokira	BTI Director

**Absent:**

Karen Jaquay	Dog Control Officer
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**Town Officials Not Required to Attend:**

Leigh Anne Loucks	Assessor
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Number of Residents in Attendance: 5

Supervisor Rice called the Regular Board Meeting to order at 6:30pm with the Pledge of Allegiance.

**Correspondence:** Verizon 1-year agreement was received.

**Reports:**

Highway Superintendent Goodwin's report was reviewed by the Town Board (See attached). Stewart Landing Rd. has been black-topped 1.2 miles. After the resignation of a highway employee, Supt. Goodwin is looking to hire Mark Cool.

Code Enforcement Officer Wright read his report to the Town Board (See attached).

There was no Assessor report for this month. Super. Rice received an email from Assessor Loucks, requesting a new computer as hers is "no longer usable." Super. Rice contacted Real Property to see if there were any specific needs to an Assessor computer that runs the Citrix system. We can purchase a new computer through the county contract. Council. Fogarty asked if the computer was solely for Assessor use in Stratford- Super. Rice emailed Assessor Loucks this question today and is awaiting response.

There was no Dog Control Officer report for this month. Although DCO Jaquay is absent, Super. Rice reported on an incident that began Monday of this week. An abandoned pit-bull mix was found at Campsite 3 up Piseco Road. It was reported to Hamilton County Sheriff, and the dog was showing aggressive behavior. A request was made to the DEC to close the campsite, but they refused. For the next 2-3 days, DCO Jaquay monitored the dog and situation while she attempted to sedate the dog via food or finding a tranquilizer gun. She also borrowed a larger catch cage from Pause for All Paws in Little Falls. Today, Thursday morning, with the help of two highway employees, the dog was finally caught in

the cage and transported to the Brennan Humane Society. Due to the difficulty that DCO Jaquay had in acquiring a tranquilizer gun, she has requested that the Town Board approve her training in the use of a dart tranquilizer for future difficult cases.

**A motion was made by Councilwoman Ploss and seconded by Councilwoman Rumrill to allow Dog Control Officer Karen Jaquay to complete training to learn how to use a dart tranquilizer for dog control purposes.**

**5 AYES**            **Rice, Perkins, Fogarty, Ploss, Rumrill**

**0 NAYS**

BTI Director Sokira read his report to the Town Board (See attached). Director Sokira said he is monitoring the creeks and will be treating until the end of July. He recently lost another applicator, and will be advertising in the fall for new applicators.

Justice Arena's report for this month was reviewed by the Town Board (See attached). Justice Arena has collected \$493 in fines, to which Stratford receives approximately \$150.

There was no Town Clerk report for this month.

Supervisor's Report: Town Hall floor was recently done, and Super. Rice wishes to thank all town employees involved in moving the items out of the hall and returning them after the floor was completed. While Super. Rice and TC VanDenburgh were moving tables, Mr. Rogerson and his wife from Pleasant Lake showed up and offered to help move many heavy metal cabinets- thanks to both for all their help! Super. Rice also stated that she was upset with the DASNY process. She contacted DASNY in May and asked if there was anything she could do to move the process along, to which she was told "no." Unfortunately, this wasn't accurate as DASNY and Senator Tedisco's office were not communicating, which has delayed the process by a few months. After this error was found and corrected, Super. Rice was told they were expediting the application. Hopefully by October it will be complete. In the meantime, Super. Rice would like to have a game plan in place so we can begin the bidding process as soon as funding is approved.

**AMENDMENT TO LOCAL LAW 1-2019:** After passing Local Law 1-2019 (Prior Written Notice Law) to override 1-1980 last month, TC VanDenburgh noticed that Local Law 1-1996 was also a Prior Written Notice Law. Since we cannot have two Prior Written Notice laws in use, we need to rescind 1-2019 and enact 2-2019 to "supersede all previous" Prior Written Notice Laws, especially the 1-1980 and 1-1996.

**RESOLUTION 22-19: RESCINDING AND REPLACING LOCAL LAW 1-2019**

The Town Board of Stratford rescinds Local Law 1-2019 and proposes Local Law 2-2019 to "supersede all previous laws, especially Local Law 1-1980 and Local Law 1-1996," requiring actual written notice of defective and hazardous conditions existing on Town-owned or Town-maintained properties. Local Law 2-2019 is the same as Local Law 1-2019, exception for the addition of the above statement. The public hearing on Local Law 2-2019 will be at the regular August meeting on August 8, 2019 at 6:30pm.

**Offered by Councilwoman Rumrill, seconded by Councilman Perkins**

**5 AYES**            **Rice, Perkins, Fogarty, Ploss, Rumrill**

**0 NAYS**

**NYMIR SAFETY INSPECTION:** NYMIR provided a checklist of recommendations after they conducted a safety inspection of our facilities. While most have been corrected or updated, two requests are outstanding. NYMIR requested a master disconnect switch be installed on all heavy vehicles and equipment which are activated at the end of the workday to avoid unwanted fire hazards. Supt. Goodwin stated that although many vehicles in the highway dept. have this, if you disconnect the power to the 2002 Freightliner computer it will cause issues with the truck. The other request was pre-trip and post-trip inspection checklists be used on all vehicles over 26,000 lbs. Supt. Goodwin stated that the list that NYMIR is requiring as a checklist is too broad and difficult to complete daily. Council. Fogarty asked Supt. Goodwin for a copy of the pre/post checklist that NYMIR is requesting they implement. Super. Rice stated the checklist must be returned within 60 days to NYMIR and asked that recommendations be completed before then if possible.

**STATUTORY BOND FOR PLOW TRUCK:** Attorney Macri stated that the processing of the Bond Anticipation Note (BAN) for the new Highway Dept. truck that the board approved on July 1, 2019 was not within his retainer fees. He provided these rates: BAN - \$1,200.00, Serial Bond- \$1,800.00, BAN Renewal - \$750.00, Tan- \$750.00. Macri will move forward in setting up the BAN for the new plow truck.

**HIRING POLICY:** Super. Rice brought forth a suggested resolution regarding the re-hiring of highway dept. personnel, which states that any previous employee of the Stratford Highway Department who is re-hired will receive entry-level benefits. They will not be allowed to return to their previous pay/positions. However, her and Council. Rumrill agreed that the wording of the resolution needed to be redone and will be discussed next month. Super. Rice also called a lawyer at the Association of Towns (AOT) who stated that the Town Board cannot have a resolution stating that the Town Board has a right to approve any new Highway Department hire, as the Highway Supt. has the ultimate say in hiring. Council. Ploss asked if the Board Members can pass a resolution asking the Highway Supt. for a list of who has applied, and Super. Rice stated yes.

**TAX ASSESSOR END OF TERM:** Assessor Loucks term will end September 30, 2019. Oppenheim recently changed from an elected to a Sole Assessor and is also seeking a new Assessor. Super. Breh and Super. Rice spoke about advertising jointly for the Sole Assessor position, since Assessors often work multiple townships. The advertisement would include the line that Stratford and Oppenheim are "neighboring towns." This will help us and Oppenheim save on the advertisement costs. TC VanDenburgh will also place ads on Facebook, Craigslist, and post on the Town website. TC VanDenburgh requested that the ad state that those interested contact her via email, not phone. Resolution 9-14 states that there is no hiring preference to Stratford residents when jobs within Stratford become available, so all are welcome to apply.

**A motion was made by Councilman Fogarty and seconded by Councilwoman Rumrill to allow the Town of Stratford to jointly advertise with the Town of Oppenheim for the position of Sole Assessor with the ad provided by Supervisor Rice. The ad states "The neighboring Towns of Stratford and Oppenheim are seeking applicants for the positions of Sole Tax Assessor. These are separate positions. The salaries offered are TBD for Stratford, term beginning October 1, 2019, and TBD for Oppenheim, term beginning January 1, 2020. Persons interested in Stratford should email [StratfordTownClerk@hotmail.com](mailto:StratfordTownClerk@hotmail.com) for further information. Persons interested in Oppenheim should contact the Town Clerk at (518) 568-2837 for further information."**

**5 AYES**            Rice, Perkins, Fogarty, Ploss, Rumrill  
**0 NAYS**

(CEO WRIGHT LEFT AT 7:35p)

LED STREET LIGHTING: At a shared services meeting, Super. Selmsler and their town lawyer from Caroga questioned parts of the LED contract from NYPA. Super. Rice would like to know their proposed changes before moving forward. NYPA is having a design kickoff around the last week of July or early August. Super. Rice would like Board Member(s) to be a part of the design process.

### BUDGET PREPARATION

ESTABLISHMENT OF CAPITAL RESERVE FUND (CRF): Super. Rice gave information to Board Members on a CRF. Super. Henry Crofoot of Fairfield stated that if the Town attempts to save money for new equipment without establishing a CRF, they will be cited for it in an audit. We also need permission as a Township to set a CRF since our town lies within Adirondack Park.

EMPLOYEE BENEFITS: Currently, Supt. Goodwin receives health insurance and a \$500 clothing allowance. These benefits are part of the Highway Collective Bargaining Agreement and are only for highway employees who are part of the union. Since Supt. Goodwin is an elected official, he is not part of the union. A discussion was had between the Board Members on the benefits that a Superintendent of Highways receives. Council. Fogarty asked to talk further about it next meeting and make a decision then so the new Highway Supt. is aware of the changes before they take office in 2020.

### Financial Report:

Super. Rice presented her binder of bank statements/cancelled checks and reconciliation sheets to the Board. Councilwomen Ploss and Rumrill spot-checked these records.

#### JULY ABSTRACTS:

2019 GENERAL FUND	VOUCHERS 68-81	\$ 7,383.07
2019 PREPAID FUND	VOUCHERS 78-88	\$ 5,258.68
2019 HIGHWAY FUND	VOUCHERS 73-87	\$ 9,802.63

**A motion was offered by Councilman Perkins, seconded by Councilwoman Ploss to approve the payment of these vouchers.**

**5 AYES**            Rice, Perkins, Fogarty, Ploss, Rumrill

**0 NAYS**

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Council. Fogarty asked Supt. Goodwin about the trip tickets for the Carver loads/vouchers. Supt. Goodwin stated he will provide them. Super. Rice asked the Board for permission to prepay the Hanson bills so that the Town is reimbursed by the state quicker.

**A motion was made by Councilman Perkins and seconded by Councilwoman Ploss to allow Supervisor Rice to prepay the Hanson Aggregate bills so that the Town of Stratford is reimbursed quicker for these funds.**

**5 AYES**            Rice, Perkins, Fogarty, Ploss, Rumrill

**0 NAYS**

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#### PUBLIC SPEAKING: Commenced at 7:54pm

N. Rissmeyer spoke to Director Sokira about different places to seek out potential applicators, including local colleges. Dir. Sokira spoke of the logistics of hiring a young person to be an applicator. N. Rissmeyer also recommended "sliders" to put under the table legs when tables need to be moved so the new floor in the Town Hall isn't scraped up. (CEO WRIGHT RETURNED AT 8:05p) Further talks were had about advertising for employment positions within the Town.

**PUBLIC SPEAKING: Closed at 8:07pm**

OLD BUSINESS: N. Rissmeyer apologized for not getting to the Men's room floor. He has been taking care of his mother.

NEW BUSINESS: TC VanDenburgh noticed that the wood boiler for sale at the Town Barn appears to be dual-fuel and has a gas backup system. Supt. Goodwin gave her the manual and if so, she will update the craigslist ad to reflect this. Fulton County will be paving our Transfer Station parking lot/Helipad.

**A motion was made by Councilwoman Ploss and seconded by Councilwoman Rumrill to allow the Stratford Seniors to duct-tape vinyl tablecloths to the Town Hall tables at no cost to the Town.**

**5 AYES            Rice, Perkins, Fogarty, Ploss, Rumrill**  
**0 NAYS**

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**With all business concluded, on a motion from Councilwoman Fogarty and seconded by Councilwoman Rumrill, the June 2019 regular meeting was adjourned at 8:17pm.**

**5 AYES            Rice, Perkins, Fogarty, Ploss, Rumrill**  
**0 NAYS**

*-Heather VanDenburgh, Town Clerk*

REGULAR MEETING  
July 11, 2019  
AGENDA

1. Call to order
2. Correspondence
3. Reports
  - Highway Superintendent
  - Codes Enforcer
  - Assessor
  - Dog Control Officer
  - BTI Director
  - Judge
  - Town clerk
  - Supervisor
4. Amendment to Local Law 1, 2019
5. NYMR Safety Inspection
6. Statutory bond for plow truck
7. Hiring policy
8. Tax assessor -- end of term
9. LED street lighting
10. Training on Sexual Harassment Prevention
11. Budget preparation
  - ✓ Establishment of a capital reserve fund
  - ✓ Employee Benefits
12. Financial report
13. Monthly budget update report
14. Payment of bills
15. Public speaking
16. Old Business
  - ✓ Men's room floor
17. New Business
  - ✓ Covers for tables -- Stratford Seniors
18. Adjournment

Highway Report 7-8-19  
Ben Grading Some Roads  
Mowing Town Hall & Park + Cemetery  
Black Top Stewart Landing Road  
Hall Grusch Run in for shoulder on  
Stewart Landing RD  
Clean up Travers on shoulder's from winter  
Black Patching Roads  
Did Brake Job on Truck #9 2014 Freight Line  
Now Did Brake Job on Truck #8 2007 Sterling

Highway Superintendent  
Charles Goodie

### Ceo report.

june 11th- july 8th

2 MEETINGS  
ISSUED 3 PERMITS -- shed, addition,  
demo  
6 INSPECTIONS  
Issued 3 c of c's  
school 1 day  
2 meetings  
many calls

Board Meeting Notes

July 2019

BTI

1. Continuing monitoring and treatments to the streams.
2. Lost another applicator. Jeff Lanphere stated he could no longer do the job.
3. Will be advertising for potential candidates for the job.