

REGULAR MEETING

November 4, 2013

President LaMont called the meeting to Order at 7:02 p.m.

Present for Roll Call: Tom LaMont, Todd Chamberlain, Randy Schuster, Craig Reimel, Sean Granahan, Tony Pickett and Julanne Skinner.

Other Officials Present: Erin H. Jenner, Secretary, Solicitor Marion, O'Malley, John Wilson, Mayor.

Sean motioned to appoint Erin Jenner as acting interim Secretary at the same rate of pay and keep her on the health insurance. Granahan requested that the public bear with Council until they can hire a new secretary. The reason the process is taking a long time because Council is looking for an individual with bookkeeping experience. The Borough office will be closed during the day, but the public may call and leave messages for the Police Department, Street Department, Zoning Officer, and receive a call back.

Approval of Minutes: Council discussed and revised the minutes of the October Meeting. Council then approved the minutes of the October meeting as amended. Motion by Chamberlain; seconded by Pickett. Approved unanimously.

Misc. Correspondence: Council noted a thank you letter from Bob Caterson, on the Street Departments outstanding job with the leaf collection.

Skinner stated there would be a pipeline meeting open to the public if Council was interested in attending.

Recognition of Attendees: Chief Smith, Staci Wilson, Melinda Darrow, Alice Walsh, and Ken DiPhillips.

Adoption of Agenda: Adopt Novembers' agenda. Motion by Reimel; seconded by Pickett; approved unanimously.

Approval of Payroll: Approval of October's payroll as presented. Motion by Pickett; seconded by Reimel; approved unanimously. Motion carried.

Approval of Expenditures: Approval of October's Expenditures as presented in the amount of \$85,240.19 against \$102,909.43 in reported deposits. Motion by Granahan. Seconded by Chamberlain. Approved unanimously. Motion carried.

Budget vs. Actual Report: President LaMont asked if anyone had any questions or comments about the budget report.

Reports:

Treasurer's Report: Reimel motioned to accept the Treasurer's report. Skinner seconded. Approved unanimously. Motion carried.

Police Department: Chief Smith asked if anyone had any questions on the police report.

Chief Smith stated the vascar certification contract on all the timing devices is due for renewal. There are two options: one is to pay every six months, or pay \$720.00 for the whole year which would be a saving of \$100.00. Schuster motioned to pay the \$720.00. Chamberlain seconded. Approved unanimously. Motion carried.

Chief Smith said Officer Hale's and Grindall's 90 day probation period is up, there have been no issues with either officer. Council stated they would discuss this in executive session.

MMA Report: Vice President Chamberlain asked if anyone had any questions on the MMA report.

Mayor's Report:

Street Department: DiPhillips stated the County's new maintenance personnel contacted him and asked if the County could purchase a small amount of salt from the Borough. DiPhillips said he could handle the same as New Milford Borough. Council discussed in detail. Reimel motioned to allow the County to purchase salt at the same price as New Milford. Chamberlain seconded. Approved unanimously. Skinner asked if there was going to be a handling charge. Chamberlain suggested the Borough ask them to reciprocate on small issues. Motion carried.

DiPhillips explained on Public Ave there are loose stones near trees with low branches. Council discussed in detail, Reimel said he would look into the issue and update Council at the next meeting.

DiPhillips reported there are four trees next to the Police Station which need to be removed. Carpenter's submitted the lowest quote at \$250.00 a tree. Reimel motioned for Carpenter to remove the trees at \$250.00 each. Schuster seconded. Approved unanimously. Motion carried.

DiPhillips requested permission to purchase tires for the backhoe. Schuster motioned for DiPhillips to purchase tires for the backhoe. Chamberlain seconded. Approved unanimously. Motion carried.

DiPhillips stated the heating fuel tank is half full and asked if Council would purchase fuel oil before the price increases. The lowest price was Hinds Oil at \$3.339. Reimel motioned to fill the fuel tank. Granahan seconded. Approved unanimously. Motion carried.

Zoning Officer: President LaMont asked if there were any questions with the zoning report.

President LaMont said he would like to schedule a meeting with the Zoning Officer to go over a few questions about his report.

Reimel suggested there needs to be a fire lane marked out in the Livery Lot. There has been an issue with cars parking close to the buildings. Reimel asked if the Street Department and the Zoning Officer could make hash mark on the pavement, to start marking out the fire line. If anyone had any issues with this have them contact Council.

Action Items:

- 1. Peddler's Permit for Dowling:** President LaMont stated at the last meeting Dowling had requested a peddler permit to hang informational material on resident's door. He explained that a person could knock on the door and hand people information but could not hang information on their door. President LaMont stated he would be contacting Dowling.
- 2. Health Insurance Quotes:** Granahan motioned to lock in the Borough's current health insurance rate with Blue Cross for one more year. Gesinger submitted a quote but was higher than the current locked in rate from Blue Cross. Skinner seconded. Approved unanimously. Motion carried. Granahan noted Council will have to shop around for insurance prices for the following year because of the new health insurance requirements.
- 3. Banking:** Granahan stated that he and the Borough's treasurer met with representatives from First Nation Bank. It seems the Borough's accounts have been under a waiver program where certain fees have not been charged to the Borough's bank accounts. Starting January 2014 the waiver will cease, instead offering a \$300,000.00 minimum in which the Borough would

receive an interest rate of 0.2 of a percent. Granahan felt for the general fund it was not worth the percentage and suggest shopping around to other local banks. With that being said Granahan suggested paying off the building loan which the current payoff is \$232,553. The interest rate the Borough is paying on the loan is 4% Council discussed in detail, and Granahan motioned to pay off the building loan out of the general fund. Chamberlain seconded. Approved unanimously. Motion carried.

Granahan motioned to move the Police Pension Fund, Disability, Capital Reserve, and Tree Fund all over to a money market account. Council discussed the Liquid Fuels account and decided not to move the account at this time. Reimel seconded. Approved unanimously. Motion carried.

Discussion Items:

- 1. 2014 Budget:** Council scheduled a budget meeting for November 11th at 7:30 pm.
- 2. Community Foundation Sidewalk:** Reimel stated Earl Wooten contacted him about the possibility of donating land to the Borough in order to move the Community Foundation's sidewalk and putting up curbing. President Lamont stated he would be interested in the project. Reimel said he will speak to Earl Wooten more about the project.

Executive Session:

- 1. Personnel:** Schuster motioned to increase the salaries of Officer Hale and Grindall from \$13.00 to \$13.89. Skinner seconded. Approved unanimously. Motion carried.
- 2. Real Estate:** Schuster motioned to terminate the lease agreement with Alice Davis as of December 31, 2013. Pickett seconded. Approved unanimously. Motion carried.

President LaMont stated he wanted to mention Council received a letter from James Considine explaining he has property which may be used for a Community Center. President LaMont said he would contact James Considine for more information.

President LaMont recessed the Open Meeting and called an Executive Session at 8:26 pm.

President LaMont called the Open Meeting back to Order at 8:40 pm.

President LaMont asked for public comment.

President LaMont recessed the meeting until November 11, 2013 at 7:30pm.

REGULAR MEETING

November 11, 2013

President LaMont called the meeting to Order at 7:35 p.m.

Present for Roll Call: Tom LaMont, Todd Chamberlain, Craig Reimel, and Sean Granahan,

Other Officials Present: Erin H. Jenner, Secretary.

Discussion:

- 1. 2014 Budget:** Council discussed the proposed 2014 budget and made some revisions. Reimel motioned to decrease the mills by one mill. Granahan seconded. Approved unanimously. Motion carried.
- 2. Advertise Budget and Tax Ordinance:** Granahan motioned to advertise the 2014 Budget and the Tax Ordinance. Chamberlain seconded. Approved unanimously. Motion carried.

Executive Session:

- 1. Personnel:** Granahan motioned to hire Chris Welch for the full time Street Department position. Reimel seconded. Approved unanimously. Motion carried.

Granahan stated Erin Jenner will stay on as the Borough's Bookkeeper, and Council will hire a secretary. Granahan motioned for a desk and computer to be purchased for the Borough office. Chamberlain seconded. Approved unanimously. Motion carried.

Granahan motioned to adjourn. Reimel seconded. Approved unanimously. Motion carried.

President LaMont recessed the Open Meeting and called an Executive Session at 7:57 pm.

President LaMont called the Open Meeting back to Order at 7:59 pm.

Respectfully Submitted,

Erin H. Jenner, Borough Secretary/Clerk