

**HORICON TOWN BOARD
REGULAR MEETING & PUBLIC HEARING**

**DECEMBER 15, 2016
7:00 PM**

Present at meeting:	Matthew Simpson	Supervisor
	Frank Hill	Councilperson
	Robert Olson	Councilperson
	Sylvia Smith	Councilperson
	Kenneth Higgins	Councilperson
Krista Wood	Town Clerk	
Mark Schachner	Town Counsel	

Also: Assessor Christine Hayes, ZA Jim Steen, Bill McGhie, Jane and Thad Smith, John Donovan, Tom Hutchins, Mark Shaw, and Morgan Lane.

Public Hearing - 2017 Contracts:

Supervisor Simpson called the meeting to order at 7:00 PM and opened the Public Hearing for the 2017 Contracts. No comments were made. Supervisor Simpson will leave the Public Hearing open for now.

Stored Tech proposal:

Mark Shaw, of Stored Tech, explained the proposal he prepared regarding upgrades to the Town's computer network and the necessity of the proposed upgrades.

Local Board of Health:

A Motion was made by Councilperson Olson, seconded by Councilperson Smith, to go into session as the Local Board of Health. The Board moved into session as Local Board of Health at 7:18 PM.

Tom Hutchins, Hutchins Engineering, addressed the Board regarding the reason for the septic variance request at 37 Gooseneck Rd. and explained the system he is proposing. He noted this requires a variance because the proposed system will not meet the setback to wetlands on the property. Councilperson Olson asked why a Norweco or Elgin system was not proposed. Mr. Hutchins said the system he is proposing functions like an Elgin, however, he personally prefers this one because it is less problematic and requires less maintenance. Mr. Hutchins also pointed out that the Norweco system is not the best solution for a seasonal residence as it does not function correctly without constant, regular use. ZA Steen noted this variance is also subject to APA review.

RESOLUTION #169-2016

Councilperson Olson and Councilperson Higgins introduced Res. No. 169 and moved its adoption:

RESOLUTION TO SET PUBLIC HEARING

RESOLVED, that the Town Board of the Town of Horicon, acting in its capacity as the Local Board of Health, considers the application made by Hutchins Engineering for a septic variance at 37 Gooseneck Road in Brant Lake complete, and does hereby set a Public Hearing for Thursday, January 19, 2017 at 7:00 PM at the Horicon Community Center.

Ayes: 5 (Olson, Higgins, Hill, Smith, Simpson) Nays: 0

A Motion was made by Councilperson Smith, seconded by Councilperson Olson, to go back into regular session. The Board moved back into regular session at 7:25 PM.

Regular Meeting...

Public Hearing – 2017 Contracts: There being no comments, Motion was made by Councilperson Higgins, seconded by Councilperson Hill, to close the Public Hearing. Public Hearing was closed at 7:25 PM.

Approval of Minutes: Minutes of November 17, 2016 were approved by Motion of Councilperson Higgins and Councilperson Hill.

Ayes: 5 (Higgins, Hill, Olson, Smith, Simpson) Nays: 0

Approval of December 2016 Vouchers and Abstracts:

Supervisor Simpson noted the payee on the check for \$2,850.40 in the HH Abstract is incorrect. He will have the Bookkeeper void the check and re-issue with the correct payee which is Lake George Lake Champlain Regional Planning Board. The correction was noted and the following Resolution was made.

RESOLUTION #170-2016

Councilperson Olson and Councilperson Smith introduced Res. No. 170 and moved its adoption:

RESOLUTION TO AUTHORIZE PAYMENT OF DECEMBER 2016 ABSTRACTS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the payment of the December 15, 2016 Vouchers and Abstracts as follows:

General Abstracts	12	\$ 32,164.90
Highway Abstracts	12	\$ 23,597.00
HH Abstract	12	\$ 2,850.40

Ayes: 5 (Olson, Smith, Higgins, Hill, Simpson) Nays: 0

Correspondence to the Board:

-Lagerge Group RE: Monthly Report on Upper Dam Remediation Project
-James Maday RE: Letter of interest for position of SL Park District Commissioner Alternate

Resolutions:

RESOLUTION #171-2016

Councilperson Olson and Councilperson Higgins introduced Res. No. 171 and moved its adoption:

RESOLUTION TO APPROVE 2017 CONTRACTS AND AUTHORIZE SUPERVISOR TO SIGN

WHEREAS, the Horicon Town Board held a public hearing on December 15th at 7:00 PM regarding the proposed 2017Contracts, AND

WHEREAS, the public had the opportunity to speak for or against said contracts at this hearing, NOW THEREFORE BE IT

RESOLVED, that the Town Board does hereby approve the following 2017 Contracts and authorizes the Supervisor to sign in the following amounts:

Emergency Service Provider	\$ 59,000.00
Horicon Historical Society	\$ 500.00
Senior Mini-Bus	\$ 5,120.00
North Warren Chamber of Commerce	\$ 8,000.00
Horicon Free Library	\$ 1,000.00
Horicon Senior Citizens	\$ 1,000.00
Chester-Horicon Health Center	\$ 5,000.00
Snowmobile Club	\$ 3,500.00
Horicon Volunteer Fire Company	\$189,000.00
Warren County Soil & Water	\$ 20,000.00

Warren County Soil & Water \$ 12,750.00
Ayes: 5 (Olson, Higgins, Hill, Smith, Simpson) Nays: 0

RESOLUTION #172-2016

Councilperson Higgins and Councilperson Hill introduced Res. No. 172 and moved its adoption:

RESOLUTION TO RE-APPOINT RALPH BENTLEY TO THE BOARD OF ASSESSMENT REVIEW

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Ralph Bentley to a new term on the Horicon Board of Assessment Review. The new term is to run from October 1, 2016 through September 30, 2021.

Ayes: 5 (Higgins, Hill, Olson, Smith, Simpson) Nays: 0

RESOLUTION #173-2016

Councilperson Higgins and Councilperson Smith introduced Res. No. 173 and moved its adoption:

RESOLUTION TO AUTHORIZE PETTY CASH FUND FOR TAX COLLECTION

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Office of Tax Collector to set up a petty cash fund in the amount of \$200.00 for the 2017 tax collection period.

Ayes: 5 (Higgins, Smith, Olson, Hill, Simpson) Nays: 0

RESOLUTION #174-2016

Councilperson Olson and Councilperson Hill introduced Res. No. 174 and moved its adoption:

RESOLUTION TO ESTABLISH SECOND NOTICE FEE FOR THE 2017 TAX COLLECTION PERIOD

WHEREAS the Town is required by Sec. 987 of the Real Property Tax Law to mail a Notice of Delinquency to land owners who are delinquent in making real property tax payments and charge the landowner a second notice fee of \$1.00, AND

WHEREAS, the mailing of said notices costs the Town postage along with the cost of preparing and handling said notices, NOW, THEREFORE BE IT

RESOLVED, that the Second Notice fee be established at \$2.00 for each delinquent notice that is sent, and BE IT FURTHER

RESOLVED, that the Horicon Town Board does hereby authorize the Tax Collector of the Town of Horicon to impose the \$2.00 second notice fee on each delinquent notice sent to cover the cost of preparing and mailing the delinquent notice.

Ayes: 5 (Olson, Hill, Higgins, Smith, Simpson) Nays: 0

RESOLUTION #175-2016

Councilperson Higgins and Councilperson Olson introduced Res. No. 175 and moved its adoption:

RESOLUTION TO SET END OF YEAR MEETING

RESOLVED, that the Town Board does hereby set Wednesday, December 28, 2016 at 3:00 PM for the end of the year meeting.

Ayes: 5 (Higgins, Olson, Hill, Smith, Simpson) Nays: 0

RESOLUTION #176-2016

Councilperson Smith and Councilperson Hill introduced Res. No. 176 and moved its adoption:

RESOLUTION TO SET ORGANIZATIONAL MEETING

RESOLVED, that the Town Board of the Town of Horicon does hereby set the Organizational Meeting of the Town of Horicon for Tuesday, January 3, 2017 at 3:00 pm.

Ayes: 5 (Smith, Hill, Olson, Higgins, Simpson) Nays: 0

RESOLUTION #177-2016

Councilperson Higgins and Councilperson Olson introduced Res. No. 177 and moved its adoption:

RESOLUTION TO ESTABLISH PETTY CASH FOR LANDFILL

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize a petty cash fund for the Landfill in the amount of \$365.00.

Ayes: 5 (Higgins, Olson, Hill, Smith, Simpson) Nays: 0

RESOLUTION #178-2016

Councilperson Olson and Councilperson Higgins introduced Res. No. 178 and moved its adoption:

RESOLUTION TO RESCIND RESOLUTION #152-2016 AND AUTHORIZE CORRECTED BUDGET AMENDMENT

RESOLVED, that the Town Board does hereby rescind Resolution #152-2016 regarding a Budget amendment and authorizes the Bookkeeper to make the following corrected Budget Amendment in the Highway Fund to increase revenues to record insurance reimbursement:

Increase	DA2680 Insurance Recoveries	\$10,570.97
Increase	D5130.4 Machinery-Equipment	\$10,570.97

Ayes: 5 (Olson, Higgins, Hill, Smith, Simpson) Nays: 0

RESOLUTION #179-2016

Councilperson Higgins and Councilperson Olson introduced Res. No. 179 and moved its adoption:

RESOLUTION TO AUTHORIZE BUDGET AMENDMENT FOR UPPER DAM PROJECT

RESOLVED, that the Town Board authorizes the Bookkeeper to make the following Budget Amendment in the HD Fund for the Upper Dam project to increase revenues to record receipt of BAN:

Debit	HD5731	BAN Redeem for Appropriation	\$239,000.00
Credit	HD8397.400	Water, Equip Capital Outlay	\$239,000.00

Ayes: 5 (Higgins, Olson, Hill, Smith, Simpson) Nays: 0

RESOLUTION #180-2016

Councilperson Olson and Councilperson Smith introduced Res. No. 180 and moved its adoption:

RESOLUTION TO AUTHORIZE BUDGET AMENDMENT FOR OCCUPANCY TAX FUNDS

RESOLVED, that the Town Board authorizes the Bookkeeper to make the following Budget Amendment in the General Fund to adjust for Occupancy Tax funds received:

Increase Revenue	A1113	Tax on Hotel Occupancy	\$9,382.12
Increase Expenditure	A6412.4	Special Publicity – Contr.	\$9,382.12

Ayes: 5 (Olson, Smith, Higgins, Hill, Simpson) Nays: 0

RESOLUTION #181-2016

Councilperson Higgins and Councilperson Hill introduced Res. No. 181 and moved its adoption:

RESOLUTION TO SET STANDARD WORKDAY FOR EMPLOYEES

RESOLVED, that the Town Board of the Town of Horicon does hereby establish the following as the standard work days for its employees and will report days worked to the NYS and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

<u>Title</u>	<u>Standard Work Day</u>
	<u>(Hrs/day)</u>

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Secretary to Supervisor	7
Bookkeeper	7
Zoning Clerk	6
Assessor Clerk	6
Cleaning Custodian	7
Justice Court Clerk	6
Library Clerk	6
Library Assistant	6
Landfill Attendant	7
Landfill Helper	7
Beautification	7
Boat Steward	7
Boat Wash Attendant	7
Highway Employee	7
Wingman	7
Museum Secretary	7
Lifeguard	7
Historian	6
Health Officer	6
Zoning Administrator	7

Ayes: 5 (Higgins, Hill, Olson, Smith, Simpson) Nays: 0

RESOLUTION #182-2016

Councilperson Smith and Councilperson Hill introduced Res. No. 182 and moved its adoption:

RESOLUTION TO AUTHORIZE TRANSFER OF FUNDS

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Bookkeeper to make the following fund transfers:

General:

1620.2 (Bldg-Equip)	1620.4 (Bldg-Contr)	\$ 6,500.00
1990.4 (Conting)	7310.4 (Youth-Contr)	\$ 1,000.00
9060.8 (Hosp.)	8160.1 (Refuse-Pers)	\$ 5,000.00
8160.2 (Refuse-Equip)	8160.4 (Refuse-Contr)	\$ 1,500.00

Highway:

5310.1 (Mach-PersSvc)	5310.11 (Mach-PersSvc-O/T)	\$ 679.50
5142.1 (SnowRmv-Pers)	5142.11 (SnowRmv-O/T)	\$ 4,758.98
5148.1 (SvcOthGovt-Pers)	5142.1 (SnowRmv-Pers)	\$48,524.07

Ayes: 5 (Olson, Higgins, Hill, Smith, Simpson) Nays: 0

RESOLUTION #183-2016

Councilperson Olson and Councilperson Smith introduced Res. No. 183 and moved its adoption:

RESOLUTION TO AUTHORIZE NETWORK UPGRADES

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize the Supervisor to accept the quote from Stored Tech for necessary network upgrades at a cost of \$9,060.30.

Ayes: 5 (Olson, Smith, Higgins, Hill, Simpson) Nays: 0

Committee Reports:

-Supervisor Simpson said Heidi Maxwell, NWEMS, dropped off a copy of the Budget and a copy of the insurance.

-Councilperson Sylvia Smith said the meeting with Stan Cianfarano, Warren County Historian, at the Heintzelman Library has been set for December 28th at 10am.

-Councilperson Bob Olson said the Landfill attendants have asked for some guidance on how to charge for C&D. He and Councilperson Higgins will work with them on this. Councilperson Olson said he will talk to the Highway Department to see if they will be able to do the concrete and steel work for the repairs at the Heintzelman Library.

-Supervisor Simpson said one of the Landfill attendants needs to be the lead person. The Board agreed it should be Lucas Raymond and the pay scale should be adjusted accordingly.

RESOLUTION #184-2016

Councilperson Olson and Councilperson Higgins introduced Res. No. 184 and moved its adoption:

RESOLUTION TO INCREASE IN PAY

RESOLVED, that the Town Board of the Town of Horicon does hereby authorize an increase in pay for Lucas Raymond. The new rate will be \$14.00 per hour and will be effective January 1, 2017.

Ayes: 5 (Olson, Higgins, Smith, Hill, Simpson) Nays: 0

Old Business:

1881 Union Church: John Donovan updated the Board on the progress of the foundation work on the Church.

Privilege of the Floor...

-Jane Smith asked if the Board would look into putting a phone in the meeting room. Supervisor Simpson said he would look into it.

Adjourn... There being no further business to attend to the meeting was adjourned at 7:50 PM by MOTION of Councilperson Higgins and Councilperson Olson, all in favor.

Respectfully Submitted:

Town Clerk