

*The Town of Orleans Board Meeting
January 12, 2012*

The Town of Orleans Board held a regular scheduled board meeting on January 12, 2012 at the municipal building in LaFargeville, at 7:00PM.

Members Present: Kevin Rarick, Gwen Kirkby, Peter Wilson, Mary Ford-Waterman and Thomas Johnston.

Others Present: Tammy Donnelly, Town Clerk, Judy Tubolino, Brian Kirkby, Iris Waterson, Terry Shelly, Rusty Johnson, and Pam McDowell.

Supervisor Kevin Rarick called the meeting to order at 7:00PM.

- 1. Welcome new board members- Supervisor Rarick welcomed new board members Mary Ford-Waterman and Thomas Johnston.*
- 2. Approval of minutes- A motion was made by Peter Wilson and seconded by Gwen Kirkby to accept December 8, 2011 and December 29, 2011 minutes as read.*

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

3. Financial report-Tom Bowie – Tom Bowie did not attend meeting. Board will review report and if they have any questions they can call Tom at his office or ask questions at next month's meeting.

4. Annual Designations –

Resolution #1

Budget Officer – Kevin Rarick-

A motion was made by Peter Wilson and seconded by Thomas Johnston to appoint Kevin Rarick as budget officer.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #2

Deputy Supervisor – Peter Wilson

A motion was made by Gwen Kirkby and seconded by Thomas Johnston to appoint Peter Wilson as Deputy Supervisor.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #3

Bank- Citizens bank of Cape Vincent

A motion was made by Gwen Kirkby and seconded by Thomas Johnston to appoint Citizens bank of Cape Vincent as town bank.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #4

Newspaper- Thousand Island Sun and Watertown Daily Times (either or)

A motion was made by Gwen Kirkby and seconded by Thomas Johnston accept Thousand Island Sun and Watertown Daily Times as the Towns official newspapers.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #5

Polling Places-

*District 1-LaFargeville municipal building
District 2-Fishers Landing fire hall
District 3 – Wellesley Island State Park*

A motion was made by Peter Wilson and seconded by Thomas Johnston to accept the above polling places.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #6

Payroll - Weekly- Highway, General employment, Supervisor, Town Clerk, Clerk to Supervisor, Justice Clerk, Deputy Clerks, Zoning Officer, Assessor, Town Justice Hardy, Building Maintenance, and Crossing Guard.

Quarterly - Councilman, Town Justice Gill, Historian and Health Inspector.

Annually - Zoning Board, Planning Board and Assessment Review board

A motion was made by Gwen Kirkby and seconded by Thomas Johnston to accept the above payroll schedule.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye*

Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried

Resolution #7

Attorney for the Town of Orleans – Slye and Burrows

A motion was made by Peter Wilson and seconded by Thomas Johnston to appoint Slye and Burrows as Town of Orleans Attorney's.

Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried

Resolution #8

Town Accounting Firm – Sovie and Bowie

A motion was made by Gwen Kirkby and seconded by Mary Ford-Waterman to appoint Sovie and Bowie as the Town of Orleans Accountant's

Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried

Resolution #9

Town board meetings will be held every 2nd Thursday of each month.

A motion was made by Peter Wilson and seconded by Thomas Johnston to hold board meetings on the 2nd Thursday of each month.

Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye

Thomas Johnston All in favor motion carried

Resolution #10

Town board meeting for the month of June will be held at Thousand Island Park and the August meeting will be held at the Fishers Landing fire hall.

A motion was made by Thomas Johnston and seconded by Mary Ford-Waterman to hold June board meeting at Thousand Island Park Chapel and August board meeting to be held at the Fishers Landing fire hall.

Kevin Rarick, Aye

Gwen Kirkby, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston All in favor motion carried

Resolution #11

Tax Collector will refund any tax payment of \$5.01 more than the total tax amount due and Town will retain overpayment of \$5.00 or less.

A motion was made by Peter Wilson and seconded by Gwen Kirkby to accept the above Tax refund resolution.

Kevin Rarick, Aye

Gwen Kirkby, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston All in favor motion carried

Resolution #12

Policies for 2012- Investment, procurement, drug and alcohol testing, smoking, computer, sexual harassment/discrimination, code of ethics, and conduct at meetings.

A motion was made by Peter Wilson and seconded by Thomas Johnston to accept the above town policies.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #13

Mileage reimbursement for 2012 - .55 cents a mile or the fluctuating state rate.

A motion was made by Mary Ford-Waterman and seconded by Thomas Johnston to accept the Mileage reimbursement for 2012.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #14

Paynter Center Board- Janice Davis and Virginia Hawkins

A motion was made by Gwen Kirkby and seconded by Peter Wilson to appoint Janice Davis and Virginia Hawkins to the Paynter center board.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #15

Town Historian- Kelly Orvis

A motion was made by Peter Wilson and seconded by Thomas Johnston to appoint Kelly Orvis as Town of Orleans Historian.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution # 16

Health Officer – Marcel Thibert

A motion was made by Peter Wilson and seconded by Thomas Johnston to appoint Marcel Thibert as Health officer for the Town of Orleans.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #17

Vital Registrar – Tammy Donnelly

A motion was made by Gwen Kirkby and seconded by Thomas Johnston to appoint Tammy Donnelly as Vital Registrar for the Town of Orleans

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #18

Deputy Vital Registrar – Amy Davis

A motion was made by Mary Ford-Waterman and seconded by Peter Wilson to appoint Amy Davis as Deputy Vital Registrar for the Town of Orleans

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #19

Board of Assessment Review

*Fred Duffany-term expires 10/1/2014
Marilyn Thomas-term expires 10/1/2015
Ted Weisberg-term expires 10/1/2016
Frank Shortt-term expires 10/1/2013
Vacant Position-*

A motion was made by Peter Wilson and seconded by Thomas Johnston to appoint the above to the Board of Assessment Review.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution # 20

Town of Orleans Zoning Board

*Ben Timerman- co chairman- term expires 1/1/2015
Andrew Greene- term expires 1/1/2013
David Reff- term expires 1/1/2016
Murray Schyver- term expires 1/1/2017
Larry Walldroff – chairman- term expires 1/1/2014*

A motion was made by Thomas Johnston and seconded by Mary Ford-Waterman to accept the above appointments to the Town of Orleans Zoning board.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #21

Youth Commission Board(meetings held the 2nd Sunday)

*Tim Dominie – term expires 12/2017
Debbie Barnes- term expires 12/2014
Amy Dwyer-term expires 12/2013
Missy Shultz-term expires 12/2018
Melissa Eichhorn-term expires 12/2015
Vacant-
Vacant-*

A motion was made by Thomas Johnston and seconded by Mary Ford-Waterman to appoint the above to the Youth Commission Board.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #22

Orleans Business Association (meetings held 3rd Monday)

*President – Jef Martusewicz
Vice President – Sue Whitney
Treasurer – Lucy Kahnt
Secretary- Debbie Schaefer*

A motion was made by Thomas Johnston and seconded by Mary Ford-Waterman To appoint the above to the Orleans Business Association.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #23

Planning Board

*Ben Shiro-term expires 1/2015
Tom Hodges-term expires 1/2016
Terry Brown-term expires 1/2017
David Morse-term expires 1/2013
Jacki Clark-term expires 1/2014*

A motion was made by Peter Wilson and seconded by Thomas Johnston to appoint the above to the Planning Board.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #24

Orleans Public Library Board

*Kelly Orvis-Librarian
Ted Ford- term expires 2014
Tim Mills-term expires 2015
Lucy Kahnt-term expires 2016
Rosan Whitmore-term expires 2012
Sylvia Carter-term expires 2013*

A motion to appoint the above to the Town of Orleans Library Board was made by Gwen Kirkby and seconded by Thomas Johnston.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #25

Payroll Services- Paychex

A motion was made by Peter Wilson and seconded by Mary Ford-Waterman to appoint Paychex as town payroll services.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Resolution #26

Any Permits such as waste water, Spedies, federal permits, utilities, and loans, may be pre-paid by supervisor.

A motion was made by Peter Wilson and seconded by Thomas Johnston to allow supervisor to make the above Pre payments

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

5. Old Business

Discussion on TI Park Sewer Project proposals – Discussion was held. Councilman Johnston had some questions for Fourth Coast on their proposal, he will call Rob Company with his questions. Board will address at next month's meeting and make decision.

Wind Law- Jim Burrows update of filing- Jim Burrows spoke and stated Local Law for wind was filed with state on December 6, 2011.

Time Warner letter regarding extension of cable services – Supervisor Rarick stated he received a letter from Time Warner Cable and extension of services was denied.

BAR-Letter of Intent – Supervisor will advertise and board will review at next month's meeting.

Solar Panels at library and landfill- Net meters have been turned on and producing power.

Discussion on Truck for DPW, Discussion on Preliminary Engineer report for LA Sewer- Supervisor Rarick stated he requested several quotes for truck for DPW and he has not received any as of yet. Preliminary Engineer report for LA Sewer- Discussion was held.

Ice Rink- Discussion was held. Ice rink is open. Supervisor Rarick will get in touch with Youth Commission to let them know they need volunteers.

Sidewalk project grant was denied – Supervisor Rarick received letter stating grant was denied for sidewalk project. Discussion was held. Attorney Burrows spoke and stated the town can form an improvement district. Town Clerk will pull records of surveys that were done on sidewalk project.

6. New Business

Councilman Peter Wilson questioned why docks are being stored on town property in Fishers Landing - Discussion was held. Attorney Burrows will send letter to all dock owners advising them to remove the docks off from the town property and to not store docks on town property in the future.

A motion was made by Peter Wilson and seconded by Thomas Johnston to have Attorney Burrows send letter to all dock owners in Fishers Landing.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

7. Agreement of expenditure of highway money – Mike Hudson, Highway Superintendent submitted agreement of highway expenditures.

A motion was made by Gwen Kirkby and seconded by Peter Wilson to accept agreement of expenditure of highway money.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

8. Highway Superintendent inventory of highway machinery and equipment for 2012 - Mike Hudson, Highway superintendent submitted an inventory list of highway machinery and equipment.

9. Discussion on new radios for highway department- Tabled

10. Town Clerk report reviewed

11. Other - Purchase of bins for landfill was discussed

12. Supervisor Rarick will meet with supervisors from Clayton and Alexandria Bay to discuss Fishers Landing sewer board, future projects and issues in Fishers Landing sewer district. Attorney Burrows will also look at inter municipal agreement.

13. A motion was made by Gwen Kirkby and seconded by Thomas Johnston to go into executive session on personel issues.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

*Enter into executive session at 9:00PM
Exited executive session at 9:30PM*

Bills were audited in the amount of \$152,786.35

A motion was made by Mary Ford-Waterman and seconded by Gwen Kirkby to adjourn meeting.

*Kevin Rarick, Aye
Gwen Kirkby, Aye
Peter Wilson, Aye
Mary Ford-Waterman, Aye
Thomas Johnston All in favor motion carried*

Meeting adjourned at 10:02PM

*Respectfully submitted
Tammy Donnelly
Town Clerk*