

*The Town of Orleans Board Meeting
January 27 2022*

The Town of Orleans Town Board Held a regular scheduled board meeting on January 27, 2022 at 7:00PM at the municipal building in LaFargeville.

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

Others Present: Tammy Donnelly, Rob Black, Rob Company, Pam McDowell, Linda Garrett, (Tug Hill Tomorrow Land Trust), Jonathan Northrop, John Ebbie, Tom & Irene Carman.

Supervisor Rarick called meeting to order at 7:05pm

1. Approval of minutes- A motion was made by Peter Wilson and seconded by Thomas Johnston to approve November 2021 minutes. There was not December 2021 meeting.

Kevin Rarick, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston, Aye

Gwen Kirkby, Aye All in favor motion carried

2. Mr. Northrop owns the old Ebbie Farm he has submitted an application for a farmland implementation grant with the Tug Hill Tomorrow land trust. Funding will take place from the NYS Department of Agriculture and Markets to purchase the development rights(Agricultural conservation easement) on the Northrop Farm. Discussion was held. The following resolution was passed by the town board.

Resolution # 1

Resolution: Farmland Implementation Grants project; Tug Hill Tomorrow Land Trust as the applicant.

WHEREAS, Jonathan & Jennifer Northrop are the owners of the Northrop Farm, which encompasses 994.7 acres, where a portion of the farm consisting of approximately 352.66 acres in tax parcels 53.00-1-24.1, 53.00-1-25.1, and 53.10-1-34.1, in the Town of Orleans, Jefferson County (the "Property"); and

WHEREAS, Tug Hill Tomorrow Land Trust as a New York not-for-profit corporation to accept, purchase, and hold conservation easements under section 170(h) of the Code and Treasury Regulation Section 1.170A-14(c); and

WHEREAS, the Property is located within Jefferson County's Agricultural District 2 created pursuant to Article 25-AA of the New York State Agriculture and Markets. It is the purpose of the article to provide a locally-initiated mechanism for the protection and enhancement of New York State's agricultural land as a viable segment of the local and state economies of the local and state economies and as an economic and environmental resource of major importance; and

WHEREAS, the Property is located within Jefferson County, which adopted Agricultural and Farmland Protection Plan in April 2016; and

WHEREAS, the Property is located with the Town of Orleans; and

WHEREAS, the Property consists primarily of productive agricultural land. The total Property, which is 352.66 acres, contains 323.86 acres in active crops and livestock production, 247 acres of soils of statewide importance as defined by the U.S. Department of Agriculture's Natural Resource Conservation Service; and

WHEREAS, Tug Hill Tomorrow Land Trust determined that accepting this easement on the Property will enhance the long-term agricultural values of the Property and forward its mission of protecting the wildlands, working forests and farms of the Tug Hill region and surrounding areas, and to promote appreciation of the region's natural and cultural heritage, for present and the future generations; and

WHEREAS, the Northrop Family and Tug Hill Tomorrow Land Trust agree the purpose of the agricultural easement will be to perpetually conserve viable agricultural land by preventing the conversion for non-farm uses. In achieving such prevention, the Property shall be forever reserved for continued agricultural use; and

NOW THEREFORE BE IT RESOLVED, that the Orleans Town Council passed a resolution on 1-27-2022 at a regular Town Board meeting to endorse the submission of an application for a Farmland Implementation Program Grant for the Northrop Farm by Tug Hill Tomorrow Land Trust. If funded, this grant will provide funding from the NYS Department of Agriculture and Markets to purchase the development rights (Agricultural conservation easement) on the Northrop Farm.

Motion Pete Second Mary

By Order of the Town Council of the Town of Orleans by the following vote thereon:

Ayes: 4

Nays: 1

Abstentions: 0


Tammy Donnelly, Town Clerk

3. Dick Green submitted a resignation letter retiring from the ZBA. The town board accepted his resignation.

4.. 2022 Annual Designations

Resolution #2

Budget Officer- Kevin Rarick

Deputy Supervisor- Peter Wilson

Bank- Citizens Bank of Cape Vincent

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

Polling Places

*District 1-LaFargeville Municipal Building
District 2 & 3-Fishers Landing Fire Hall*

Web site- North Shore Solutions/Matt Turcotte

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

Quarterly- Councilman, Historian and Health officer

Annually- Zoning Board, Planning Board and Assessment Review board.

Attorney for the Town of Orleans- Kendall, Walton, & Burrows Attorney Firm, Ian Gilbert Solar Attorney

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

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.

Policies for 2022 Investment, procurement, drug and alcohol testing, smoking, computer, sexual harassment/discrimination, code of ethics, and conduct at meetings.

Mileage reimbursement for 2022- State Rate 58.5cents.

Town Historian- Stacey Snyder Morse, Assistant Historian, Parker Morse

Health Officer- Marcel Thibert

Vital Registrar- Tammy Donnelly

Deputy Vital Registrar- Amy Dulmage

Zoning Officer – Lee Shimel

Board of Assessment Review (3 person board)

Fred Duffany- Term expires 10/1/2024

Stacy Snyder-Morse- Term expires 10/1/2026

Frank Shortt- Term expires 10/1/2025

Town of Orleans Zoning Board

Ben Timerman- Co Chairman – Term expires 1/1/2025

Brett Robbins- Term expires 1/1/2022

Jeff Robinson- Term expires 1/1/2023

Larry Walldroff- Chairman- Term expires 1/1/2024

Louise Nuffer- 1/1/2026

Secretary- Courtney Schemerhorn

Planning Board

Brian Eckert - Term expires 1/2025

Donna Dutton- Term expires 1/2026(Chairman)

Lisa Madson – Term expires 1/2024

Joe Rotella – Term expires 1/2023

Damon Kirkby – Term expires 1/2027

Secretary- Courtney Schermerhorn

Youth Commission Board

Danielle Jobson

Patty Sourwine

Nate Kellar

Tyler Lashomb

All terms expire 1/2023(will appoint on a yearly basis)

Orleans Public Library Board

Stacey Snyder Morse – Librarian

Dan Timerman - Term expires 2023

William Walldroff- Term expires 2025

Lucy Kahnt- Term expires 2026

Rosan Whitmore- Term expires 2027

Allison Winn- Term expires 2024

5. *Court Audit- Town board audited the 2021 court records. (See Below)*

Town of Orleans Justice Court
PO Box 206
Municipal Building Sunrise Avenue
LaFargeville, NY 13656
Phone 315-658-2272
Fax 315-658-2065

Hon. David M. Morse

Hon. R.W. Hardy Sr.

2021

WE, the undersigned, members of the Town Board of the Town of Orleans, Jefferson County, hereby certify that we have examined the foregoing account books and audited the monthly reports of the Town Justices Hon. Richard Hardy Sr. and Hon. David M. Morse for year ending 2021.

Respectfully submitted by Michele M. Elmer, Court Clerk for the Town of Orleans Town Court.

Dated this 27 day of, January 2022.

Desiree J. Kight Councilman
Paul J. Kight Councilman
Kevin P. Pineda Supervisor

Mary Ann M. M. M. M. Councilman
Thomas A. M. M. M. Councilman

6. Resolution #3 for Budget transfers for 2021 as follows

RESOLUTION

3

Fund transfer

Page 1 of 2

WHEREAS, the Town Board of the Town of Orleans, New York is vested with the authority and responsibility to manage and control the finances of the Town of Orleans and its various improvement districts; and

WHEREAS, the Town Board has asked its accountants to prepare the necessary reports to identify the status of municipal finances on a monthly basis; and

WHEREAS, the accountants for the Town of Orleans have prepared the report(s) and has recommended Town Secured given yes; and

WHEREAS, the Town Board for the Town of Orleans agrees that the following transfer is appropriate at this time to the extent the same is/are feasible. Tom Yes Pete Yes Kevin Yes

NOW, THEREFORE, BE IT

RESOLVED, by the Town Board of the Town of Orleans, New York that:

1. DA 878 fund for the following purpose: \$ 30,000 from the Highway (DA 200) fund shall be transferred to the Capital Reserve (Highway)
2. Town officials are authorized to take such steps as necessary to effect this transfer.
3. This Resolution shall take effect immediately.

Town of Orleans
Budget Transfers
November 2021

General Fund:

	<u>Increase</u>	<u>Decrease</u>
14304.1 Personnel - CE	3200	
19104.1 Unallocated Insurance	6200	
19204.1 Municipal Association Dues	99	
19724.1 Payment to County Treasurer	652	
30101.1 Public Safety Administration - PS	3700	
80104.1 Zoning - CE	25000	
81601.1 Refuse/Garbage - PS	9100	
81604.1 Refuse/Garbage - CE	14000	
90608.1 Medical Insurance	17100	
14204.1 Attorney - CE		30000
16204.1 Building - CE		20000
51324.1 Garage - CE		28000
73104.4 Youth Programs - CE		1051

Highway Fund:

51101.3 General Repairs - PS	90000	
51124.3.4.14 Perm. Improve - Blacktop	1900	
51304.3 Machinery - CE	142	
51424.3.4.18 Snow Removal - CE - Sand	3550	
90608.3 Medical Insurance	19001	
51421.3 Snow Removal - PS		90000
51302.3 Machinery - EQ		24593

Library Fund:

74101.5 Library - PS	5060	
90308.5 Social Security	1400	
16204.5 Buildings CE		6460

Sewer District No. 1:

81101.12 Administration - PS	2000-	
81204.12 Sanitary Sewers - CE	25000 -	
90108.12 State Retirement		2130 -
90608.12 Medical Insurance		23370
81104.12 Administration - CE		1500 -

Town of Orleans
Budget Transfers
November 2021

Sewer District No. 2:

81101.13 Administration - PS	2100	
97106.13 Debt Service on Bond	7000	
90608.13 Medical Insurance		9100

Sewer District No. 3:

81101.14 Administration - PS	600	
97104.14 Debt Service on Bond	500	
81202.14 Equipment Capital Outlay		1100

Sewer District No. 4:

81101.15 Administration - PS	3900	
97896.15 State Revolving Loan - Principal	4000	
90608.15 Medical Insurance		7900

LaFargeville Water District:

81101.16 Administration - PS	1100	
83204.16 Source Power Pump CE		1100

Rt 12 Water District:

81101.18 Administration - PS	1600	
83204.18 Source Power Pump CE	30000	
90308.18 Social Security	420	
90608.18 Medical Insurance	4700	
97106.18 Debt Service on Bond		36720

Town of Orleans
Budget Amendments
November 30, 2021

	<u>Increase</u>	<u>Increase</u>
<u>Sewer District No. 3:</u>		
81204.14 Sanitary Sewers - CE	9000	
2770.25 Unclassified Revenues		9000
<u>Rt 12 Water District:</u>		
83204.18 Source Power Pump CE	33000	
2142.18 Unmetered Water Sales		33000

7. Resolution for rte. 12 water close out –

Town of Orleans
PO Box 103
LaFargeville, New York 13656
"This institution is an equal opportunity provider and employer"

Supervisor
Kevin Rarick 658-4411
Town Clerk
Tammy Donnelly 658-9950
Highway Superintendent
Robby Black 658-9920
Town Assessor
Dale Raymo 658-4309

Zoning Officer
Lee Shimel

Town Council
Gwen Kirkby
Peter Wilson
Mary Ford-Waterman
Thomas Johnston

Board Resolution # 4
NYS Route 12 Water District

At a regular meeting of the Town of Orleans, held at the Town offices, 20558 Sunrise Avenue, LaFargeville, New York, 13656, on January ~~13~~ ¹⁴, 2022, there were:

Board Members:
Kevin Rarick, Supervisor
Peter Wilson
Mary Ford-Waterman
Thomas Johnston, Jr.
Gwendolyn Kirkby

WHEREAS, the Administrative: Legal (Conboy, McKay, Bachman & Kendall), Bonding, Lands ROW, Single Audit, and Miscellaneous in the current budget will not be fully expended; and excess funds of \$73,829.22 will be allocated to the contingency; and

WHEREAS, the Construction: Electrical Connections, Owner RPR – Dale Raymo, and LaFave, White & McGivern in the current budget will not be fully expended; and excess funds of \$30,300.00 will be allocated to the contingency; and

WHEREAS, the Construction: Miscellaneous, has exceeded the budget amount. As there is sufficient money in the contingency, funds will be reallocated; and

WHEREAS, the Construction: Remaining Funds (wishlist items), and storage shed have been added to the project budget; and

WHEREAS, the Town Board is accepting the project as complete and authorizing RD to make final payment based on a final Form E; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Orleans approves the modifications to the budget amounts as follows:

	Original Budget	Modified Budget
Administrative		
1a. Legal (Slye & Burrow)	\$2,137.50	\$2,137.50

1b. Legal (Conboy, McKay, Bachman & Kendall)	\$270,000.00	\$255,363.95
2. Bonding	\$20,750.00	\$4,314.96
3. Lands ROW	\$25,000.00	\$22,654.00
4. Single Audits	\$40,000.00	\$0.00
5. Fiscal Advisor	\$0.00	\$0.00
6. Net Interest	\$0.00	\$0.00
7. Miscellaneous	\$15,000.00	\$14,587.87
Construction		
1. Construction Contracts		
a. Contract 1: General Construction	\$10,538,096.43	\$10,538,096.43
b. Contract 2: Electrical Work	\$216,855.95	\$216,855.95
c. Contract 3: Water Storage Tank	\$1,101,630.80	\$1,101,630.80
e. Connection Fee	\$608,000.00	\$608,000.00
2. Direct Expenditures		
a. Testing: CME Associates, Inc.	\$27,701.07	\$27,701.07
b. Testing: Atlantic Testing	\$681.00	\$681.00
c. Electrical Connections	\$20,000.00	\$0.00
d. Owner RPR - Dale Raymo	\$105,800.00	\$104,250.00
e. Miscellaneous	\$80,000.00	\$84,897.05
f. LaFave, White & McGivern	\$21,600.00	\$12,850.00
g. Orleans Ave.	\$69,225.05	\$69,225.05
h. Remaining Funds (Wishlist Items)		\$168,485.97
i. Storage Shed		\$38,780.70

NOW, THEREFORE, be it resolved; the Total Project cost was \$15,189,212.30 leaving \$171,358.70 in contingency to be deobligated; *Motion Pete Wilson Second Mary Ford Waterman*

It is hereby certified by the undersigned that the foregoing resolution was duly passed by the Town Board of Orleans during a regular scheduled board meeting.

Supervisor Kevin Rarick,	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Peter Wilson	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Mary Ford-Waterman	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Thomas Johnston, Jr.	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>
Gwendolyn Kirkby	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Absent <input type="checkbox"/>

CERTIFICATION:

I, Tammy Donnelly, Town Clerk of the Town of Orleans, do hereby certify that the above resolution was adopted at a regular meeting of the Town Board of the Town of Orleans held on January 13, 2022, and it

is on file and of record and that said resolution has not been altered, amended or revoked and it is in full force and effect.


Tammy Donnelly, Town Clerk

8. *Sewer & Water Connection forms will be used for all districts accept Fishers Landing Water and Sewer.(FLD Sewer board will need to meet to approve form). Lee Shimel will have forms to be used during permit process.*

9. *Lee Shimel update- Lee gave town board report. Lee stated the Developer agreement will need to be done. Jim Burrows stated he will get a new one to Tammy to adopt. Lee would like to put the comprehensive plan into action. A committee will need to be formed. Discussion held.*

10 *Rob Black update- Rob Black gave town board report. Discussion was held.*

Resolution for truck grant- Resolution #5 as follows: A motion was made by Peter Wilson and seconded by Gwen Kirkby to submit application for grant as follows

Kevin Rarick, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston, Aye

Gwen Kirkby, Aye All in favor motion carried

Resolution #5

Form RD 1942-8
(Rev. 2-98)

Position 5
UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT

FORM APPROVED
OMB NO. 0373-0013

RESOLUTION OF MEMBERS OR STOCKHOLDERS

Town of Orleans

(Name of Association)

20558 Sunrise Avenue, LaFargeville, NY 13656

(Address, including Zip Code)

RESOLVED, that the Governing Board of this Association be and it hereby is authorized and empowered to take all action necessary or appropriate —

1. To obtain for and on behalf of the Association through the United States Department of Agriculture (USDA) or any other Governmental agency:

225,000.00

(a) A loan in a sum not to exceed \$ _____;

(b) A grant in a sum not to exceed \$ 50,000.00 _____;

to be advanced by the lender or grantor in one or more advances at such time or times as may be agreed upon.

2. In case of a loan or grant or both —

(a) For the execution of such application or applications (including exhibits, amendments and/or supplements thereto) as may be required;

(b) For the execution and delivery to the lender or grantor of all such written instruments as may be required in regard to or as evidence of such loan or grant; and

(c) In its judgment to carry out the terms of this resolution.

3. And in case of a loan —

(a) To obligate this Association for the repayment of the loan at such rates of interest and on such other terms and conditions as the Governing Board shall deem proper;

(b) To pledge, hypothecate, mortgage, convey, or assign property of this Association of any kind and in any amount now owned or hereafter acquired, as security for any or all obligations (past, present and/or future) of this Association to such lender; and

(c) From time to time to pay, extend, or renew any such obligations.

CERTIFICATION

I, the undersigned, as Kevin Barick of the above named Association, hereby
(Secretary) (Acting Secretary)

certify that said Association on the 27 day of January, 192020, had 5
(Number)

Board members
(members) (stockholders) or (shares of voting stock outstanding); that _____ of these

constituted a quorum; that _____ said members or stockholders or shares of voting stock were present at a meeting

of the members or stockholders duly called and held on the 27 day of January, 192020

that the foregoing resolution was adopted at such meeting by the affirmative vote of 5 said members or stockholders or shares of voting stock; and that said resolution has not been rescinded or amended in any way.

Dated this day 27 of January, 192020
Kevin Barick Town of Orleans
Secretary of

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0373-0013. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

11. Dale Raymo update- Dale gave town board update.

12. Rob Company – Rob gave town board update on projects.

13. Bills were audited in the amount of \$ 202,089.99

A motion was made by Peter Wilson and seconded by Gwen Kirkby to go into executive session on personal issues

Kevin Rarick, Aye

Peter Wilson, Aye

Mary Ford-Waterman, Aye

Thomas Johnston, Aye

Gwen Kirkby, Aye All in favor motion carried

Entered executive session at 9:45 pm

Exited executive session at 10:05pm

A motion was made by Peter Wilson and seconded by Mary Ford-Waterman to adjourn meeting

Meeting adjourned at 10:07pm

Respectfully submitted

Tammy Donnelly

Town Clerk