

Bovina Town Board  
Regular Monthly Meeting  
February 12, 2013

**RESOLUTIONS: 2013 – 29 - 40**

**Board Members Present:** Tina Molé, Supervisor; Evelyn Stewart, Mark Rossley, Charles McIntosh, Gerald Wright, Members of Council; Catherine Hewitt, Town Clerk; Edward Weber, Highway Superintendent.

**Others Present:** Gabrielle Pierce, Delaware County Times Reporter; Ken Brown, Kevin Brown, Dick Barnhart, Joe Hanley, Bookkeeper; Tim Bray, Don Farley

The meeting was opened at 6:00 PM by Supervisor Molé, followed by the Pledge of Allegiance.

**2013-29** It was moved by Stewart, seconded by Wright to approve the minutes of the Organizational Meeting of January 8, 2013 as written. All in favor, 5 ayes, 0 nay's.

**2013-30** It was moved by McIntosh, seconded by Rossley to approve the minutes of the Regular Monthly meeting of January 8, 2013 as amended. All in favor, 5 ayes, 0 nay's.

**2013-31** The **GENERAL** bills (11-32) were audited prior to the meeting and approval for payment was moved by Rossley, seconded by Stewart. All in favor, 5 ayes, 0 nay's.

**2013-32** The **LIGHTING** bill (2-2) was audited prior to the meeting and approval for payment was moved by McIntosh, seconded by Wright. All in favor, 5 ayes, 0 nay's.

**2013-33** The **WATER** bills (2-5) were audited prior to the meeting and approval for payment was moved by Rossley, seconded by Wright. All in favor, 5 ayes, 0 nay's.

**2013-34** The **SEPTIC** bills (2-6) were audited prior to the meeting and approval for payment was moved by McIntosh, seconded by Rossley. All in favor, 5 ayes, 0 nay's.

**2013-35** The **HIGHWAY** bills (1-18) were audited prior to the meeting and approval for payment was moved by Rossley, seconded by Stewart. All in favor, 5 ayes, 0 nay's.

Supervisor Molé said that, as an FYI, she had given Board members a copy of the letter she sent to the Health Department informing them of the Boards decision to further the Water Operator's education to Class C Water Operator, a copy of the letter from the Health Department saying sampling for 2012 was completed with a sample schedule for 2013. The All-Hazards Mitigation Plan will be on file in the Town Clerk's Office and Molé received a note from the Bovina Senior Citizens thanking the Town for the 300.00 from the Town to the organization. She let the Board know that Andy Wos, Manager for Broadlands has rescheduled for the April meeting, and that she has received an email from Ann Bonné saying that she is resigning from the Planning Board. In regards to Broadlands request to take over a portion of Bigger Hollow, Kent Manuel from Delaware County Planning has asked to be in attendance.

The Board was given a copy of the Draft Examination from the State Comptroller's Office, as well as, a copy of the letter of response to the draft from Supervisor Molé. Bookkeeper Hanley spoke to the Board in regards to the Comptroller's Draft report, saying there was nothing substantially wrong. Justice Court monies received are now being recorded on the Supervisor's monthly report and that was not done previously. Supervisor Molé's signature stamp is no longer allowed to be used. Molé said that the stamp has been used for the last twelve years with no problems. She also said that there is no law to allow the use of the stamp and no law prohibiting

the use, so therefore the Town must stop using it according to the Comptroller's Office. Supervisor Molé asked the Board to allow the signature stamp to be used in a situation where the Supervisor as well as the Deputy Supervisor is unavailable to sign checks. This will only be done when it would hold up payroll, or a utility bill to avoid penalty charges. The response from Supervisor Mole' is attached at the end of these minutes.

**2013-36** It was moved by Wright, seconded by McIntosh to allow the signature stamp to be used in an emergency to sign payroll checks and approved bills only. All in favor, 5 ayes, 0 nay's.

**2013-37** It was moved by Rossley, seconded by Stewart to adopt the Standard Work Day and Reporting Resolution. All in favor, 5 ayes, 0 nay's.

**2013-38** It was moved by Rossley, seconded by Stewart to create a Standard Work Day for Post Office Clerk, Septic Clerk and Water Superintendent. All in favor, 5 ayes, 0 nay's.

A Town Employee doesn't feel that the wage increase calculations were done correctly in regards to his pay raise for 2013. Bookkeeper, Joe Hanley recommended that the Board look at changes in the Employee Policy for 2014 since it's not a good idea to make changes mid-year. Supervisor Molé said that a review on pay and a clarification of this needs to be done.

Councilman Rossley said that he corrected the contact information for the Fire District and noted that the contact person for the Historical Society should be Donna Bray. Rossley said that he has looked into the OGS (used Government equipment) and found that the Town is not registered. Supervisor Molé said that the Town should definitely be registered as this can be very beneficial to the Town. Rossley said he attended the Fire Commissioner's Meeting in February and is upset about the statement made by the Fire Chief saying the conditions of the parking lot were the worst ever and the parking lot had not been sanded at all up to January 9, 2013. The Fire Commissioners have since bid the job out to a private contractor.

Councilman Wright said that he received a letter from the Fire Commissioner's saying that they have approved \$1,000 for the express purpose of payment towards a fob system to access outdoor fuel usage at the Town Highway Garage. Wright said when this matter was first talked about the cost was estimated to be about \$12,000 to \$16,000 and the cost was to be split between the Town and the Fire District. Wright said that instead of half, they are offering \$1,000. Highway Superintendent Weber said he is getting estimates, he is currently waiting for two, and the ones that he has received are nowhere near \$15,000.

#### ADVISOR REPORTS

**FINANCE** - Councilwoman Stewart said that she met with Bookkeeper Joe Hanley, who has told her the Annual Report will be done shortly.

**HIGHWAY** – Councilman Wright said that the roads are in good shape. He had a call from a resident of Ford Road who said that the bus wasn't able to get up her hill one afternoon. Wright met with Highway Superintendent Weber and they went over what Weber would like to discard. Wright asked how that is handled. Supervisor Molé will check to see if it can be junked. Councilman McIntosh said that the Board had declared the red dump truck and welder as surplus. Weber said they had been but he hasn't advertised them for sale yet.

**BUILDINGS** – Councilman McIntosh said that a light has been purchased for the Clerk's office. A ballast for the light on the stage has also been purchased. The lights will be done by March. McIntosh said that the eaves drip

on the handicap ramp creating a problem with ice. He will have that looked at. Supervisor Molé asked McIntosh to look into prices for painting the Community Hall.

**TRANSFER STATION** – Councilman Rossley said that he has spoken to the Operator at the transfer station about appliances and other things accumulating at the transfer station and getting it cleaned up. Rossley has spoken with Tim Bray from Bray Engineering about the Town not having as-built drawings of the water plant or maps of the pipes for the water system. Supervisor Molé said that there are hand drawn maps of the water system and that there are no certified as-built drawings. Rossley said he was clarifying that the Town does have the two maps of Project I and Project II Plans. Councilman McIntosh asked Tim Bray about it being Bray Engineering’s obligation to hire a Clerk of the Works for the Water System job. Bray said he believes the Town hired a Clerk of the Works.

### **HIGHWAY SUPERINTENDENT REPORT**

Highway Superintendent Weber said he has done the appeal to FEMA on the Bovina Road Bridge. They now have 60-days to respond. Councilman McIntosh asked if this was the \$12,500. Weber said no, it will be about \$3,500 for hydraulic study to show the need for the increase size of the bridge to meet DEP and Army Corp. specs. Weber has looked into costs for the radio system for the Highway Department. He said that the repeater would cost about \$4,200 and could be placed at the salt shed on New Road. This price includes the antenna as well as the FCC license. Weber asked the Board to pass a resolution to post the roads to a 4-ton limit for spring conditions. Weber said that he has found that the Highway Department is paying for some of the septic equipment under their insurance. He also said that there are things that are insured that the Town no longer owns. Supervisor Molé said that she will check on this. A representative from NYMIR Insurance, David Bloodgood, has sent his report to the Town. There is a fear of people falling at the Transfer Station; the highway garage needs a fire alarm system and a locked cabinet for storage of flammable items. These things are suggestions only and are not mandated.

Councilman Wright said that the movement in the office at the Highway Garage has gotten worse. He asked about bringing the contractor back to look at the problem. Supervisor Molé said that she will contact Tom Howard Construction. Wright said that the floors in the office and break room will be done when no one is in the building.

**2013-39** It was moved by Rossley, seconded by McIntosh to post Town of Bovina Roads that the Highway Superintendent feels are necessary to 4-ton, per axle weight limit for the spring months. All in favor, 5 ayes, 0 nay’s.

### **COMMUNITY CONCERNS**

Ken Brown asked for clarification on the status of Assessor Joe Gifford’s inventory of the Town properties. Supervisor Molé will ask Gifford to attend a meeting.

**2013-40** It was moved by Wright, seconded by Stewart to go into Executive Session at 8:30 PM  
With no further business, the meeting was adjourned at 8:35 PM

Respectfully submitted,

Catherine Hewitt  
Town Clerk/Collector