

TOWN OF PLAINFIELD
REGULAR BOARD MEETING MINUTES
HELD AT THE TOWN HALL January 9, 2014

Present:

Todd Lewis-Supervisor
Board Member-James Roberts
Board Member-Wendell Rogers
Board Member Michael Laukaitis
Board Member-Connie Peeters
Roger Parker-Assessor
Kendrick Wilcox-Highway Superintendent

Members of the public: 12

Recording Officer: Jon Cockett-Town Clerk

Supervisor Todd Lewis began the meeting at 7:00 PM with the Pledge of Allegiance to the flag.

MINUTES:

The minutes of the previous Board meeting were read. A motion to accept the minutes was made by Mike Laukaitis and seconded by James Roberts. Todd Lewis –Aye, James Roberts-Aye, Wendell Rogers-Aye, Mike Laukaitis-Aye, James Roberts-Aye. Carried.

ORGANIZATIONAL:

Supervisor Todd Lewis appoints Connie Peeters to be Town Board member and James Roberts to be Deputy Town Supervisor.

Connie Peeters moved to adopt Resolution #1 as combined to include; mileage compensation, pay schedules, town depositories, petty cash funds, other appointments, benefits, salaries for Town employees, wages for full and part-time Highway employees, fixed meeting time for regular Board meetings, official newspaper, Supervisor regs., purchasing limits for highway, Code of Ethics and Town Rules and Regulations for 2014, second by Wendell Rogers. Todd Lewis-aye, Mike Laukaitis-aye, Wendell Rogers-aye, Connie Peeters-aye, James Roberts-aye. Carried

FIXED MEETING TIME:

7:00 P.M. the Second Thursday of each month for the regular Board Meeting

PLACE: Plainfield Town Hall, 129 County Route 18A, Unadilla Forks, Town of Plainfield, Otsego County, New York

MILEAGE COMPENSATION:

\$.50 Per mile EXCEPT for Assessor. Federal rate is now \$.56

The Dog Control allowance for Gas Mileage as requested shall not exceed \$100.00 for the year.

SALARIES:

	PAY SCHEDULE
<i>Town Supervisor</i>	<i>\$ 5,000.</i>
<i>Highway Superintendent</i>	<i>\$ 40,550.</i>
<i>Town Board</i>	<i>\$ 1,000. (Each)</i>
<i>Town Clerk</i>	<i>\$ 6,700.</i>
<i>Tax Collector</i>	<i>\$ 1,600.</i>
<i>Justice</i>	<i>\$ 4,300.</i>

Court Clerk	\$	2,500.
Assessor	\$	7,500.
Chairman Board of Assessment Review Board	\$	125.
Members of Assessment Review Board	\$	75. (Each)
Budget Officer	\$	300.
Dog Control Officer	\$	800.
Health Officer	\$	200.
Registrar of Vital Statistics	\$	110.

WAGES FOR THE HIGHWAY DEPARTMENT:

As outlined in the union Contract for bargaining members, Part Time Employees - \$10.38 and \$13.86 as Qualifications permit.

BENEFITS:

Health Insurance: Highway department Regular Full time ONLY AS OUTLINED IN BARGAINING UNIT CONTRACT

PAY SCHEDULES:

BI-WEEKLY

Highway Department
Highway Superintendent
Town Supervisor
Town Clerk

MONTHLY

Town Justice
Court Clerk
Assessor

QUARTERLY

Town Board
Tax Collector
Dog Control Officer

ANNUAL

Chairman, Board of Review (June)
Board of Review Members (June)
Registrar of Vital Statistics
Budget Officer
Health Officer

OFFICIAL NEWSPAPER: West Winfield Star

OFFICIAL TOWN DEPOSITORIES: Bank of America, Bank of Utica, NBT Bank , Having FDIC Insurance or Approved Collateral Agreement in Effect (see investment policy)

PETTY CASH FUNDS:

\$ 20.00 - Town Clerk
\$125.00 - Justice

HIGHWAY PURCHASES:

Limited to \$750.00 without Prior Board Approval, and in accordance with the Procurement Policy.

SUPERVISOR:

Authorized to pay utility, freight/postage, payrolls, and health insurance premiums, and contracts over 1 year in length prior to Board audit.

Authorized to sign contracts for the Town and/or Town Board

Authorized to Invest Town Funds According to the Investment Policy.

In Lieu of the financial report for January 30, 2013, The Supervisor shall submit to the Town Clerk within 60 days of filing with the State Comptroller, and the Clerk Shall Publish within 10 Days Thereafter in the official Newspaper that such report is available on file for public viewing.

A CHARGE OF \$20 SHALL BE IMPOSED FOR CHECKS RETURNED FOR INSUFFICIENT FUNDS

EARNED VACATION PAY: May be imposed prior to the vacation.

CODE OF ETHICS ADOPTED According to the section in General Municipal Law.

APPOINTMENTS:

Historian:	Nancy Melville
Dog Control Officer:	Gordon Chafee-Has been appointed
Land Use Board of Appeals:	John Maring
James Roberts resigned, need replacement	
Planning Board:	need new member to replace Randy McConnell
Town Board,	Todd Lewis resigned need replacement
Deputy Supervisor:	James Roberts
Registrar of Vital Statistics:	Jon Cockett

OATHS OF OFFICE:

It is noted that Todd Lewis, Supervisor, Carlton K Wilcox, Highway Superintendent, Jon Cockett Town Clerk and Deputy Highway Superintendent, Wendell Rogers, Town Board member, James Roberts Town Board member, Debra A. Wheelock, Tax Collector have been sworn in prior to the Organizational Meeting. It is also noted that Linda Ingber Deputy Town Clerk and other new appointees will be sworn in at a later date.

DEPARTMENT REPORTS:

HIGHWAY: A member of the public advises she has made a complaint to the County to advise she does not feel safe on the town roads. Another public member questioned Highway Super. Kendrick Wilcox if the red Ford plow is used for Town roads or strictly County roads. Kendrick replied that it is used for both. Supervisor Lewis asked Kendrick if he had any problem driving the larger plows with the wings to which he replied, "none at all".

Kendrick reported ongoing problems with an oil pan for one of the plows. He is unable to stop from leaking. Kendrick also reports he is dissatisfied with a \$4000.00 weld job on a plow box from Waynes Welding, could have been done in-house by Larry Slosek. Connie Peeters motioned to not use the services of Waynes Welding in the future. Seconded by Wendell Rogers. Todd Lewis-aye, James Roberts-aye, Wendell Rogers-aye, Connie Peeters-aye, Mike Laukaitis-aye. Carried.

To clear any misunderstanding, the Town Board advised Kendrick that Larry Slosek can perform any Highway Dept. task in-house while on Town time. In addition, no conflict of interest is to be created by the purchase of his (Slosek) goods or services.

ASSESSOR:

Roger Parker reports all Star exemptions are in and complete. Not all farm exemptions are in as a Schedule F must be completed and sent to him.

TOWN CLERK:

Jon Cockett presented the Town Clerk report on dog licenses paid and issued as well as marriage licenses for December 2013. A motion to accept the report as read was made by Mike Laukaitis and seconded by Connie Peeters. Todd Lewis-Aye, Wendell Rogers-Aye, James Roberts-Aye, Connie Peeters-Aye, Mike Laukaitis-Aye. Carried.

AUDIT OF ABSTRACTS:

Jon Cockett presented for Board review and acceptance the Highway fund Abstract #1, vouchers 1 through 8, (note voucher 3 and 5 were voided) for 2014 in the amount of **\$6099.36**. A motion to accept was made by Mike Laukaitis and seconded by Connie Peeters. Todd Lewis-aye, Wendell Rogers-aye, James Roberts-aye, Mike Laukaitis-aye, Connie Peeters-aye. Carried

Jon Cockett presented for Board review and acceptance the General fund Abstract #1, vouchers 1 through 11, for 2014 in the amount of **\$2187.19**. A motion to accept was made by James Roberts and seconded by Mike Laukaitis. Todd Lewis-aye, Connie Peeters-aye, Wendell Rogers-aye, James Roberts-aye, Mike Laukaitis-aye. Carried

Jon Cockett presented for board review and acceptance the Highway fund Abstract #16, vouchers 146 through 151, for 2013 in the amount of **\$5262.86**. A motion to accept was made by Mike Laukaitis and seconded by Connie Peeters. Todd Lewis-aye, Wendell Rogers-aye, James Roberts-aye, Connie Peeters-aye, Mike Laukaitis-aye. Carried.

Jon Cockett presented for Board review and acceptance the General fund Abstract #16, vouchers 245 through 261, for 2013 in the amount of **\$ 2438.24**. A motion to accept was made by James Roberts and seconded by Mike Laukaitis. Todd Lewis-aye. Wendell Rogers-aye. Connie Peeters-aye. James Roberts-aye. Mike Laukaitis-aye Carried.

SUPERVISOR REPORT:

Todd Lewis presented the Supervisors report for Dec. 2013

A motion to accept the Supervisors report ending 12/31/13 was made by James Roberts and seconded by Connie Peeters. Connie Peeters-aye, James Roberts-aye, Mike Laukaitis-aye, Wendell Rogers-aye. Carried.

LAND USE:

John McNulty has updated the final land use report for 2013. Some Sub-division homes were omitted

OLD BUSINESS:

None.

NEW BUSINESS:

A rate increase has been received from the Pennysaver. A motion by James Roberts and seconded by Wendell Roberts to not use the Pennysaver for Town business was made. Todd Lewis-aye, James Roberts-aye, Wendell Roberts-aye, Connie Peeters-aye, Mike Laukaitis-aye. Carried. Discussion was made to promote the Town website as a way to increase awareness to the Town residents

MOSA regulations were read for information.

James Roberts motioned to not send anyone to the annual Association of Towns meeting in New York City, Feb. 16-19. Second by Wendell Rogers. Todd Lewis-aye, James Roberts-aye, Connie Peeters-aye, Mike Laukaitis-aye, Wendell Rogers-aye. Carried.

EXECUTIVE SESSION:

A motion at 954PM to go in to executive session to speak to Assessor Roger Parker was made by James Roberts and seconded by Mike Laukaitis. Todd Lewis-aye, Connie Peeters-aye, Wendell Roberts-aye, James Roberts-aye, Mike Laukaitis-aye, motion carried. Regular session was returned at 1040PM

ADJOURNMENT:

A motion to adjourn was made by Connie Peeters at 1041PM. Seconded by Wendell Rogers. Todd Lewis-aye, James Roberts-aye, Connie Peeters-aye, Mike Laukaitis-aye, Wendell Rogers-aye

Respectfully Submitted

Jon Cockett

Town Clerk