

**TOWN OF PLAINFIELD**  
**REGULAR BOARD MEETING MINUTES**  
**Held at the Town Hall September 12, 2013 commencing at 7:01 pm**

Present:           John Twomey           Supervisor  
                  Todd Lewis           Council Member  
                  Lorraine McNulty   Council Member  
                  Paul Sirtoli           Council Member

Absent:            Michael Laukaitis    Council Member

Members of Public Present:  
                  Roger Parker           Assessor  
                  13 other people

Recording Secretary:  
                  Linda Ingber           Town Clerk

John Twomey, Supervisor, with the Pledge of Allegiance to our flag, called the Meeting to order.

**MINUTES**

The board reviewed the minutes for the August 8, 2013 Board Meeting. Lorraine McNulty made a motion to accept the minutes. Paul Sirtoli 2nd the motion. The board voted with Todd Lewis—abstained, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—aye. The motion carried.

**REPORTS**

**HIGHWAY REPORT**

Chris Williams, Highway Superintendent, provided the board with a written report, which is included in the minutes. If Chris Williams resigns as Highway Superintendent, Carlton Kendrick Wilcox is willing to be appointed as Highway Superintendent. He would appoint Jon Cockett as Deputy Highway Superintendent. Lorraine McNulty made a motion that the board would be in favor of appointing Kendrick Carlton Wilcox as Highway Superintendent after Chris Williams resigns as Highway Superintendent. Paul Sirtoli 2nd the motion. The board voted with Todd Lewis—aye, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—aye. The motion carried.

**TOWN CLERK REPORT**

Linda Ingber, Town Clerk, presented John Twomey, Supervisor, with the Town Clerk's report for the month ending August 2013 and a check for \$160.15. Todd Lewis made a motion to accept the clerk's report in the amount of \$160.15. Lorraine McNulty 2nd the motion. The board voted with Todd Lewis—aye, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—abstained. The motion carried.

**SUPERVISOR REPORTS**

John Twomey, Supervisor, presented the board with the Supervisor's report for July 2013. Paul Sirtoli made a motion to accept the report for \$-19,205.94. Todd Lewis 2nd the motion. The board voted with Todd Lewis aye, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—abstained. The motion carried.

John Twomey, Supervisor, presented the board with Bank Reconciliations for July 2013. Paul Sirtoli made a motion to accept the reports. Lorraine McNulty 2nd the motion. The board voted with Todd Lewis—aye, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—abstained. The motion carried.

John Twomey, Supervisor, presented the board with Balance Sheet for July 2013. Todd Lewis made a motion to accept the report. Paul Sirtoli 2nd the motion. The board voted with Todd Lewis —aye, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—abstained. The motion carried.

John Twomey, Supervisor, presented the board with Profit and Loss report for July 2013. Lorraine McNulty made a motion to accept the report. Todd Lewis 2nd the motion. The board voted with Todd Lewis—aye, Lorraine McNulty—aye, Paul Sirtoli—aye, and John Twomey—abstained. The motion carried.

ASSESSOR REPORT

Roger Parker, Assessor, informed the board that he reviewing the Agriculture exemptions in the Town of Plainfield.

ABSTRACT #12

HIGHWAY FUND

The board reviewed the Highway Fund. Todd Lewis made a motion to accept the Highway Fund in the amount of \$8,189.47 for Vouchers 98 to 110 Lorraine McNulty 2nd the motion. The board voted with Todd Lewis -aye, Lorraine McNulty-aye, Paul Sirtoli-aye, and John Twomey-aye. The motion carried.

GENERAL FUND

The board reviewed the General Fund. Lorraine McNulty made a motion to accept the General Fund in the amount of \$8819.23 for Vouchers 165 to 184. Paul Sirtoli 2<sup>nd</sup> the motion. The board voted with Todd Lewis -aye, Lorraine McNulty-aye, Paul Sirtoli-aye, and John Twomey-aye. The motion carried.

OLD BUSINESS

EXTERIOR EMERGENCY SHUT OFF SWITCH NEAR FUEL TANKS

John Twomey, Supervisor, and Chris Williams, Highway Superintendent, have talked to Darryl Ferguson about key card system installation, and no date has been given for installation. The total cost will be around \$1,000. This is part of the Risk Control Recommendations.

TOWN WEBSITE

Linda Ingber, Town Clerk, informed the board that she has done some inputting to the town website. Linda needs to meet with Jim Thomson, Driven Media, for more training.

COURT HOUSE, TOWN HALL, & GARAGE PAINTING

Lorraine McNulty informed the board that she had extra paint at a sale price if the town wanted to purchase it. Discussion ensued. Paul Sirtoli made a motion to purchase paint for the buildings from Lorraine McNulty a gallon at a time. Todd Lewis 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty- abstained, Paul Sirtoli-aye, and John Twomey-aye. The motion carried.

NEW BUSINESS

SNOW AND ICE CONTRACT

John Twomey, Supervisor, presented to the board the 2014 Otsego County Highway Snow and Ice Contract. Discussion ensued. The Snow and Ice Contract was tabled.

BUDGET TRANSFER

Linda Ingber, Town Clerk, presented to the board two budget transfers:

- 1. From: A1220.2 SUPERVISOR'S EQUIPMENT \$ 500.00
- To: A1315.44 BOOKKEEPER

Reason: To pay for Bookkeeper's services through August 2013 (need \$70.70) plus toward September 2013

- 2. From: A1990.4 CONTINGENT TRANSFERS \$ 3,250.00
- To: A1420.4 LAW CONTRACTUAL

Reason: To pay for retainer for Lawyer, David Merzig.

Lorraine McNulty made a motion to approve the budget transfers. Paul Sirtoli 2<sup>nd</sup> the motion. The board voted with Todd Lewis -aye, Lorraine McNulty-aye, Paul Sirtoli-aye, and John Twomey-aye. The motion carried.

NEW YORK STATE RETIREMENT PAYMENT

Linda Ingber, Town Clerk, presented to the board the New York State Retirement Employer Contribution estimate for 2014 of \$40,550. The Town of Plainfield had allocated \$28,000 in the 2013 budget. Discussion ensued.

#### RETURNED CHECK

Linda Ingber, Town Clerk, informed the board that a check for \$5.00 she deposited was returned because the checking account was closed. Linda is still waiting to hear back from the person. Linda will deposit \$5.00 out of petty cash to cover the check. NBT has waived any fees.

#### CRIMINAL BACKGROUND CHECK FOR NEW EMPLOYEES

Linda Ingber, Town Clerk, asked the board for permission to discuss with lawyer about criminal background check resolution for new employees as per the Risk Control Recommendations. Discussion ensued. Lorraine McNulty made a motion to approve Linda Ingber discussing the criminal background checks with the lawyer. Paul Sirtoli 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty-aye, Paul Sirtoli-aye, and John Twomey-aye. The motion carried.

#### LIFELINE DISCOUNT TELEPHONE SERVICE

Linda Ingber, Town Clerk, presented to the board a letter from State of New York Department of Public Service about Lifeline Discount Telephone Service for income-eligible consumers.

#### EXECUTIVE SESSION

Lorraine McNulty made a motion to go into executive session to discuss assessor appointment. Paul Sirtoli 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty-aye, Paul Sirtoli-aye and John Twomey -aye. The motion carried. Executive session started at 8:21pm.

Lorraine McNulty made a motion to come out of executive session. Paul Sirtoli 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty-aye, Paul Sirtoli-aye and John Twomey -aye. The motion carried. Executive session ended at 9:02pm.

#### ASSESSOR APPOINTMENT

Todd Lewis made a motion to hold over Roger Parker as Plainfield Assessor until December 31, 2013 if Roger Parker agrees. Lorraine McNulty 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty-aye, Paul Sirtoli-aye, and John Twomey-aye. The motion carried.

#### SUPERVISOR RESIGNATION

John Twomey, Supervisor, submitted his resignation effective immediately to Linda Ingber, Town Clerk. Lorraine McNulty made a motion to accept John Twomey's resignation effective September 12, 2013. Paul Sirtoli 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty-aye, Paul Sirtoli-aye and John Twomey -abstained. The motion carried. Todd Lewis, Deputy Supervisor, will assume the Supervisor responsibilities.

#### NEXT MEETING

The next meeting of the town board will be held on Thursday, October 3, 2013 at 7:00pm at the Plainfield Town Hall.

#### MEETING ADJOURNED

Paul Sirtoli made a motion to adjourn the meeting. Lorraine McNulty 2<sup>nd</sup> the motion. The board voted with Todd Lewis-aye, Lorraine McNulty-aye, and Paul Sirtoli-aye. The motion carried. Meeting adjourned at 9:16 pm.

Respectfully Submitted by

Linda Ingber, Town Clerk