

.The Regular and Organizational meeting of the Plainfield Town Board was held January 12,2017 at the Town Hall

Members Present

Supervisor-Todd Lewis

Deputy Supervisor-James Roberts

Board Member-Wendell Rogers

Board Member-Connie Peeters

Board member-Wayne Jennison

Town Clerk-Jon Cockett

Assessor-John Davidson

Public-14

Supervisor Lewis opened the Organizational meeting at 700pm with the Pledge of Allegiance.

APPOINTMENTS

Appointments to positions of

Historian:	Nancy Melville
Dog Control Officer:	Kevin Crawford
Land Use Board of Appeals:	John Maring
	Linda Ingber
	April Bronson

Planning Board:	John McNulty-Chairman
	Bruce Aikens
	John Eck
	Ron Ingber
	Justin Plows

Land Use Administrator	Jeff Maine
Board of Assessment	Tom Peeters
	Ed McNamera
Budget Officer	Jon Cockett
Registrar of Vital Stats	Jon Cockett
Health Officer	Doug Capraro

Connie Peeters motioned as Resolution #1 for 2017 to appoint all. Second by Wayne Jennison The Board voted with Lewis,aye Roberts,aye Rogers,aye Peeters,aye, Jennison,aye

FIXED MEETING TIME POLICY

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

BUSINESS MILEAGE COMPENSATION AS SET BY IRS FOR 2017: \$.53.5 Per mile EXCEPT for Assessor. The Dog Control officer allowance for Gas Mileage as requested shall not exceed \$100.00 for the year.

ADOPTION OF RULES , REGULATIONS AND ALL TOWN POLICYS AS STATED FOR 2017

Highway Department Work Rules

Sexual Harassment Policy

DOT Drug and Alcohol Policy

Code of Ethics

Procurement Policy

Investment Policy

Jim Roberts motioned as Resolution #2 for 2017 to adopt the rules, regulations, Town policy's for 2017 for the Town of Plainfield. Wayne Jennison 2nd the motion.

The Board voted with Lewis,aye Roberts,aye Rogers,aye Peeters,aye Jennison,aye.Carried

Connie Peeters motioned as Resolution #3 to authorize the Town Clerk to attend annual Clerk conference April 23,24,25 in Rochester,NY. Second by Wendell Rogers. The Board voted with Lewis,aye Roberts,aye Rogers,aye Peeters,aye Jennison,aye Carried

SALARIES:

•	Town Supervisor	\$	5,000.00
•	Highway Superintendent	\$	43,500.00
•	Town Board	\$	1,000. (Each)
•	Town Clerk	\$	6,700.00
•	Tax Collector	\$	1,600.00
•	Justice	\$	2,500.00
•	Court Clerk	\$	0.00
•	Assessor	\$	7,500. 00
•	Chairman Board of Assessment Review Board	\$	100.00
•	Members of Assessment Review Board	\$	75.00 (Each)
•	Budget Officer	\$	700.00
•	Dog Control Officer	\$	1000.00
•	Health Officer	\$	200.00
•	Registrar of Vital Statistics	\$	500.00

WAGES FOR THE HIGHWAY DEPARTMENT: \$17.00 per hour as outlined in the union Contract for bargaining members.

APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDENT AS NOMINATED BY HIGHWAY SUPERINTENDENT

Jim Roberts motioned to appoint Linn White to the position of Deputy Highway Superintendent. Second by Connie Peeters

The Board voted with Lewis,aye Roberts,aye Rogers,aye Peeters,aye Jennison,aye

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: NBT Bank , Having FDIC Insurance or Approved Collateral Agreement in Effect (see investment policy)

PETTY CASH FUNDS:

\$ 80.00 - Town Clerk
\$125.00 - Justice

HIGHWAY PURCHASES OF GOODS AND SERVICES LIMITED TO \$750 without Prior Board Approval, and in accordance with the Procurement Policy.

Authorize Town Supervisor: To pay utility, freight/postage, payrolls, and health insurance premiums, and contracts over 1 year in length prior to Board audit.

In Lieu of the financial report for January 30, 2017, 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.

AUTHORIZE THE TOWN SUPERVISOR To Invest Town Funds According to the Investment Policy.

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

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

THE TOWN SUPERVISOR IS AUTHORIZED to sign contracts for the Town and/or Town Board

PART-TIME HIGHWAY EMPLOYEES WAGES

\$15.50 per hour for the Part-Time Highway Employees.

ADJOURNMENT OF ORGANIZATIONAL

Connie Peeters motioned to adjourn at 710pm Second by Wayne Jennison The Board voted with Lewis,aye Roberts,aye Rogers,aye Peeters,aye Jennison,aye Carried,

Submitted
Jon Cockett-Town Clerk

Supervisor Lewis opened the Regular meeting at 711pm with the Pledge of Allegiance

HIGHWAY REPORT

The purchase and installation of new tires for the backhoe was approved. The hours of work for the Highway employees will be 330am to 12noon until Spring.

ASSESSOR REPORT

The Assessor reports he is still checking properties for accurate information. A question was raised of a wording change on the STAR renewal application. The Assessor will research and advise.

OLD BUSINESS

The grant application to fund an onsite salt storage facility was denied by New York State DEC. Other grant opportunities will be researched. Local law #1 for 2017 titled Flood Damage Prevention was adopted. The law is required for the Town to participate in the National Flood Insurance Program.

NEW BUSINESS

A letter from the Unadilla Forks Fire Company was read. A copy is available from the Town Clerk. The Towns liability insurance carrier has submitted the premium for the year in the amount of \$16,033.91. Jim Roberts motioned to accept the premium. Second by Wayne Jennison. The Board voted with Lewis-aye, Roberts-aye, Rogers-aye, Peeters-aye, Jennison-aye. Carried

The 3 year agreement between the Town and Otsego County for the control of snow and ice on County roads was tabled over concerns of the quality of sand delivered by the County. The County will be contacted to request sand be used from the Towns preferred source.

A letter was read from the Herkimer County Humane Shelter requesting the Town create a line item in the 2018 budget to assist the shelter with mounting costs. A copy is available from the Town Clerk.

The Town Supervisor will attend the next meeting of the Unadilla Forks Fire Co. to update the contract with concerns from the Board.

LOCAL LAW #1

Wayne Jennison motioned as Resolution #4 to adopt Local Law #1 for 2017 titled. FLOOD DAMAGE PROTECTION. Second by Jim Roberts. This law is required by the Town to have in place to allow residents living within the floodplain to purchase flood insurance if so desired. Second by Jim Roberts. The Board voted with Lewis-aye, Roberts-aye, Rogers-aye, Peeters-aye, Jennison-aye. Carried Town Clerk will complete all forms and submit to Secretary of State to have on file as required

GENERAL ABSTRACT #13 (2016)

Town Clerk presented for payment the General Abstract #13 in the amount of \$3089.21. Wayne Jennison motioned to pay as presented. Second by Jim Roberts. The Board voted with Lewis-aye, Roberts-aye, Rogers-aye, Peeters-aye, Jennison-aye. Carried

HIGHWAY ABSTRACT #13 (2016)

Town Clerk presented the Highway Abstract #13 in the amount of \$1238.51. Jim Roberts motioned to pay as presented. Second by Connie Peeters. The Board voted with Lewis-aye, Roberts-aye, Rogers-aye, Peeters-aye, Jennison-aye. Carried

GENERAL ABSTRACT #1 (2017)

Town Clerk presented for payment the General Abstract #1 in the amount of \$5229.96. Connie Peeters motioned to pay as presented. Second by Wayne Jennison., The Board voted with Lewis-aye, Roberts-aye, Rogers-aye, Peeters-aye, Jennison-aye, Carried

HIGHWAY ABSTRACT #1 (2017)

Town Clerk presented the Highway Abstract #1 in the amount of \$6522.18. Connie Peeters motioned to pay as presented. Second by Wayne Jennison. The Board voted with Lewis-aye, Roberts-aye, Rogers-aye, Peeters-aye, Jennison-aye. Carried

SUPERVISOR AND TOWN CLERK REPORTS. There were no reports as all bank statements were not received nor were any sales reported by Town Clerk

PLANNING BOARD

Lorraine McNulty presented the 2016 totals on subdivisions in the Town. Town Clerk has a copy if any are needed.

PUBLIC CONCERNS.

The condition of the injured highway employee was asked., Supervisor Lewis reports he has been discharged from the hospital and is recovering at home.

The question of the status of the Court was asked due to personal circumstances of Judge Trevvett. Supervisor Lewis advised that Hon. Marcia Mickle has stepped up to act as interim Judge until the return of Judge Trevvett.

Submitted

Jon Cockett

Town Clerk