

**State of New York  
County of Fulton  
Town of Stratford REGULAR MEETING MINUTES  
Municipal Building, 120 Piseco Road  
March 12, 2020**

Present:

Heather VanDenburgh	Supervisor
Allan Perkins	Councilman
Lorraine Rumrill	Councilwoman
Joan Ploss	Councilwoman
Tiffany Rutkowski	Councilwoman
Lawrence Staring	Highway Superintendent
Diana Massicotte	Town Clerk
Norman Wright	Code Enforcement Officer
Michael Sokira	BTI Director
Karen Jaquay	Dog Control Officer
Moira Marshall	Town Historian

Absent:

David Galarneau	Sole Assessor
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Residents in Attendance: Gary Rumrill, Melanie Staring, Peter and Mary Szczebak, Allicia Rice, Ken Thompson, Roberta Connolly, Doug Dunn, Helen Neet, Memphis Montana, and Kelly Hawks.

Supervisor VanDenburgh called the Regular Board Meeting to order at 6:33 pm with the Pledge of Allegiance.

Correspondence

Letter from Association of Towns regarding Town Finance Schools to be held May 14-15, 2020 in Saratoga Springs. Supervisor may be attending.

Adirondack Park Local Government Conference will be held April 29-30, 2020.

Letter for NYMIR regarding Coronavirus Information, additional recommendations from Laurel Headwell, Public Health Director. Supervisor VanDenburg will reach out to Fulton County Emergency, Mr. Santamaria, for anti-bacterial receptacles to be placed around our buildings. If this virus enters our vicinity, we should probably close center to help prevent spreading plus the hall will not be rented.

Councilwoman Rutkowski suggested that maybe the offices should close. Councilwoman VanDenburgh said it would only affect the Highway Department, and they have their benefit package and the protocol would come from the state. The other offices are held by elected officials and they can hold their own hours. If longer than a week, the hours will be posted on face book. Call ahead to see if office is open.

Highway Superintendent Staring's report was reviewed by the Town Board

We had 7 snow events, one heavy rain turning to snow and 7 follow up scraping and sanding days.

February was a better month for the equipment. We replaced a leaking air line and a pin in the front plow on Truck 8. The flight chain on Truck 9 broke and was replaced. The F550 had steering problems, power steering reservoir and lines that were replaced. We had a truck get stuck on the 29<sup>th</sup>, called Adirondack Towing to get it out. I had a message from John Rohden at Tracey Road Equipment, they expect our truck back from the paint shop by the end of the week. They will mount the plow wing and other pieces and schedule delivery, hopefully sometime next week.

Other tasks included: Pushing banks back at intersections, Culverts and Bridges as needed, also other areas where needed for sight distance. Cutting weeps where necessary to help water drain off of road. Cutting overhanging limbs and trees as needed. Wash and grease trucks and equipment, weather permitting.

Had meetings with FEMA and DHSES. The documentation for the temporary work is complete. They are reviewing and will let us know if we need more. Next week the meeting will start getting documentation together for the permanent work. I spoke with a Structures Engineer from NYSDOT regarding Piseco Rd. over East Canada Creek. The bridge was last inspected in May of 2018, there were no issues raised during that inspection. It is scheduled to be inspected again in May of this year. If nothing is done prior to this year's inspection, the bridge will be flagged. I would like to have the abutments and remaining wing walls inspected for scour and a recommended repair procedure done as soon as the ice is out, and the water drops enough to get in the creek. Although there has not been a scour issue with this bridge in any past inspection report. Bell Engineering recommends full replacement of the abutment. I recommend an inspection of both abutments for scour before deciding on how to proceed. Bell Engineering is unavailable until the 30th of March.

I plan on posting the 5-ton weight limit on the roads next week if the weather stays like it is. We closed the East end of the Powerhouse Road as it was getting very soft.

North Avery Road: Mr. Buckwalter, a property owner on N. Avery Road wants to know where the end of the Town Road is. The only information I have found so far is the Town's responsibility ends at the end of pavement. Does anyone have other information? Mr. Buckwalter would like the Town to either repair or abandon the road beyond the end of pavement if it is still under Town control.

It was brought to Supervisor VanDenburgh's attention that a culvert is washed out on Haney Road. My research finds that road as Qualified Abandonment from a Board Meeting on July 9, 1998 which states "Motion was made by Councilman Vedder, seconded by Supervisor Balder to designate roads as decided Qualified Abandonment: Haney road, between Hadcock's & Helterline; Belden Rd., Mallett Hill Rd. south of Cohwy 119, Belden Rd., Windfall Rd. from bridge to Piseco Rd., Hawes Rd. west of bridge, and Daley Rd. west of East Canada Fish & Game club."

I have a bid for the wood boiler that I will present to the board. The bid is \$3,500.

**Motion made by Councilwoman Rumrill, seconded by Councilwoman Ploss to accept the bid of \$3,500 for the wood boiler from Rick Barnes.**

**5 AYES  
0 NAYS**

**VanDenburgh, Perkins, Rumrill, Ploss and Rutkowski**

The bids have come back for the replacement of the pickup. They range from \$32,810.09 to \$36,149.21. Bid Sheet attached.

**RESOLUTION 10-20**

**RESOLUTION TO PURCHASE OF A NEW HIGHWAY DEPARTMENT PICKUP TRUCK**

**WHEREAS**, the Town of Stratford Highway Superintendent's pickup truck with plow is currently out of service with estimated repair costs to be higher than the truck's value; and

**WHEREAS**, the Town of Stratford Highway Superintendent is currently using his personal pickup truck to inspect road conditions and run official highway business due to the lack of a highway pickup truck; and

**WHEREAS**, the Stratford Highway Superintendent Lawrence Staring recognizes the need for a new pickup truck for official town use, and understands that the Stratford Town Board has budgeted for five highway department employees in the 2020 budget, with an estimated budgeted salary amount of \$35,000 for this fifth employee (not including fringe benefits); and

**WHEREAS**, Highway Superintendent Staring has expressed interest in reallocating the \$35,000 intended for a fifth highway employee towards a new highway department truck, not to exceed \$35,000;

**RESOLVED** that the Stratford Town Board agrees to allow Superintendent Staring to purchase a new highway truck pursuant to the Stratford Town Procurement Policy, not to exceed \$35,000, under the condition that Highway Superintendent Staring will forego hiring a fifth employee at the Highway Department in the fiscal year 2020.

**Offered By: Councilwoman Rutkowski, seconded by Councilman Perkins**

**Adopted: Ayes 5 VanDenburgh, Perkins, Rumrill, Ploss and Rutkowski  
Nays 0**

Code Enforcement Officer Wright's report was reviewed by the Town Board.

February 11 – March 9

Issued one permit

Had four meetings

One school day

One inspection

Many calls

Dog Control Officer Jaquay's report was reviewed by the Town Board.

February 11, 2020 to March 11, 2020

1. Received a call from a town resident about their lost dog. I drove around and found no trace the first day. On the second day, I picked up the owner and drove around looking for their dog. I had a hunch that the dog might be at another town residence miles away. When we got there, the owner's

dog was tied up with a new collar. Needless to say, we were able to reunite the two. A happy ending for dog and owner.

2. The rest of month was quiet.

The BTI report was reviewed by the Town Board

1. All three in attendance at the 30 hour class passed both NYSDEC core and category tests and are waiting for their ID. None can use pesticides until they receive their ID.
2. Condition 2 – 1 of the aquatic pesticide permit has been met by informing the DEC of our intent to start stream treating on March 14, 2020
3. I'm waiting on issuance of the above mentioned ID's for our new applicators before I can apply for our business permit renewal. The permit requires the new hires ID number and expiration date.
4. I ordered supplies for the new hires and 30 gallons of pesticide.
5. Sent out the annual letters to all persons having a real estate transaction in Stratford in 2019. The intent of these letters is to inform the residents of the black fly program and ask for permission to cross their property and treat the creeks, if they have fast flowing water on their property.

Judge Rissmeyer reported that he had filed his monthly Justice Report. The report dated February 2020 was in the amount of \$150.00.

Town Historian Moira Marshall

Moira would like to purchase a portable scanner which would be the property of the Town Historical Society.

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**Motion was made by Councilwoman Rumrill, seconded by Councilwoman Ploss to purchase the scanner which will be town property.**

**5 AYES            VanDenburgh, Perkins, Rumrill, Ploss and Rutkowski**  
**0 NAYS**

Town Clerk Massicotte stated taxes were slowing down. A reminder that the 2020 Census will start March 12. Everyone should respond as it is the law.

The Town Board received Assessor David Galarnau's report for February 2020 as follows:

February 7 – Cancelled due to weather travel advisory. Rescheduled for Monday February 17.

February 8 – On-call at home for phone calls.

February 17 – Pick up mail. Continue sorting through files to extract outdated documents for disposal. Documents removed from files conform to record retention Guidelines for public assessment offices. Removed documents remain in assessment office for inspection by the Town Board or Supervisor if requested. At some point in the Spring the documents will be disposed.

Prepare Mailing labels for property transfers in 2019 for the Black Fly program.

Add property transfers and address changes to database. Met with taxpayers for exemption renewals.

February 21 – Phone messages and exemption renewals and applications. Enter exemption information on the database. Continue purging files. Went through another file drawer. As previously state, no documents will be removed from the office for a while until ample time has passed for the Town Board or Town Supervisor to request their review. Pick up mail at Post Office.

February 22 – On-call at home for phone calls.

Supervisor’s Report:

Supervisor VanDenburgh set up a tentative interview Wednesday, March 18, at 5:00 with the attorney Leah Everhart.

**Motion was made by Councilwoman Rumrill, seconded by Councilwoman Ploss to go into executive session on Wednesday, March 18, at 5:00 for attorney interviews**

**5 AYES VanDenburgh, Perkins, Rumrill, Ploss and Rutkowski**  
**0 NAYS**

Supervisor VanDenburgh trying to get in touch with Adirondack Bank to discuss the Bond Anticipation Note to discuss funding the FEMA damage.

**Financial Report**

The 2019 AUD Report has been filed and we are all caught up with these yearly reports.

**RESOLUTION # 9-2020**

**RESOLUTION TO MAKE NECESSARY HIGHWAY FUND TRANSFERS**

The following transfers are made to reflect the voucher posting for bills already approved. The budget adjustments are necessary to balance the 2019 budget as reflected in the 2019 filing of the Town’s Annual Update Document to NYS Office of comptrollers.

**RESOLVED**, The Town Board of Stratford approves the following transfers:

To:	DA5110.4	General Repairs Contractual	\$ 11,600.41	
From:	DA5142.4	Snow Removal Contractual		\$ 11,600.41
To:	DA5112.2	Capital Outlay Improvements	\$ 202,070.98	
From:	DA599	Fund Balance		\$ 202,070.98

**Offered By: Councilwoman Rumrill, seconded by Councilwoman Ploss**

**Adopted: Ayes 4 Vandenburgh, Perkins, Rumrill, Ploss**  
**Nayes 1 Rutkowski**

**RESOLUTION # 8-20**

**RESOLUTION TO MAKE NECESSARY TRANSFER TO JUSTICE CONTRACTUAL**

The following transfer is made to reflect the voucher posting for bills already approved for line Item A1110.4, Justice Contractual. The line currently shows a total expense of \$905.20, with a 2020 budgeted amount of \$100.00, creating an \$805.20 overage. Due to the urgency of training and the associated costs, the newly elected Justice in December 2019, these costs were unable to be preapproved.

**RESOLVED**, The Town Board of Stratford approves the following transfer:

To:	A1110.4	Justice Contractual	\$900.00	
From:	DA500	Fund Balance		\$900.00

**Offered By: Councilwoman Ploss, seconded by Councilwoman Rumrill**

**Adopted: Ayes 5 Vandenburgh, Perkins, Rumrill, Ploss, Rutkowski  
Nays 0**

Monthly budget update report was given to Town Board.

2020 GENERAL FUND	VOUCHERS	28 - 39	\$ 3,058.10
2020 PREPAID FUND	VOUCHERS	20 - 29	\$ 9,423.62
2020 HIGHWAY FUND	VOUCHERS	18 - 26	\$ 9,014.92

**A motion was offered by Councilwoman Ploss, seconded by Councilwoman Rumrill, to approve the payment of February 2020 bills.**

**5 AYES VanDenburgh, Perkins, Rumrill, Ploss, Rutkowski  
0 NAYS**

Supervisor VanDenburgh is checking on propane tank. We fill it only every four years. Is checking cost of owning or renting.

Councilwoman Rutkowski stated we will receive a discount on each bill. She is ordering the Town Manual for anyone who would like a copy.

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**PUBLIC SPEAKING: Commenced at 7:30 pm**

Resident asked about BTI crossing private property to get to streams. BTI Director Sokira stated he had sent out notices to all property owners for permission.

Young student asked about getting town information as she is interested in government. Supervisor VanDenburgh said she could contact the Town Clerk.

Peter Szczebak asked if there was a law regarding logging techniques. Code Enforcement Officer Wright said it was up to logger and land owner.

Public speaking Closed at 7:45 pm.

**OLD BUSINESS:** Councilwoman Rutkowski streetlights will be replaced by LED lights as they go out and will be free.

The Mid-York Library Mailers are in the works and will be sent out by the end of next month.

**NEW BUSINESS:**

Doug Dung talked about the 2019 Fulton County State of New York Second Amendment Sanctuary Ordinance. Petition was signed by the residents that were interested. Councilwoman Rutkowski said she would like to see the amendment a bit more precise. Supervisor VanDenburgh has a question on the penalty section. She felt we should table for a month. Councilwoman Rutkowski read a shorter version from Herkimer County which can be found on line.

**Motion made by Councilwoman Ploss, seconded by Councilwoman Rutkowski to table the discussion on Second Amendment Sanctuary Resolution until the April meeting.**

**5 AYES                    VanDenburgh, Perkins, Rumrill, Ploss and Rutkowski**

**0 NAYS**

**With all business concluded, on a motion from Councilwoman Rumrill and seconded by Councilwoman Ploss, the March 2020 regular meeting was adjourned at 8:09 pm.**

**5 AYES                    VanDenburgh, Perkins, Rumrill, Ploss and Rutkowski**

**0 NAYS**

*Diana Massicotte, Town Clerk*