

**VILLAGE OF PARISH  
BOARD OF TRUSTEES  
FEBRUARY 17, 2010**

**INFORMATIONAL MEETING**

Meeting opened at 5:20 pm by Mayor Heagle.

**Present:** Mayor Leon Heagle, Tim Burley and John Woods from Burley-Guminiak, Bob Wilkins and Matt Rogers from Wilkins Mechanical Contractors, Trustee Neil Chatterton,  
**Residents:** Maureen Wager, John Dunham, Arnie Herbert, Michelle & Thomas French, Van & Darleen Burrows, Tom & Jackie McCue, Jack Crane, Susanne Heagle, Ruth Anne Leiter, Harry Rudat.

The Purpose of the Information meeting is to inform the Village Residents of the Grinder Pump Project for the Waste water Treatment Plant to begin in the spring and to answer any questions the residents may have regarding any involvement on their properties.

John Woods stated the anticipated starting date to be April 15<sup>th</sup>. He said the transition or time a house would be out of service was approximately two (2) hours.

John Woods was asked if the pumps are American made and he said yes it is part of the contract. He said they are all identical for easy maintenance. The residents were all encouraged to ask questions and discussion followed.

Tim Burley explained all of the process in putting in the new pumps and any anticipations.

Meeting adjourned at 6:30 pm.

Respectfully submitted,

Patricia French,  
Village Clerk

**VILLAGE OF PARISH  
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FEBRUARY 17, 2010**

**PUBLIC HEARING**

Mayor Heagle opened the meeting at 6:35 pm.

Present: Leon Heagle, Mayor  
Neil Chatterton, Trustee  
Daniel Dalin, Trustee  
Scott Allardice, Trustee  
Patricia Lewis, Trustee

Also Present: Councilor MaryLou Guindon, Councilor John Dunham, Susanne Heagle, Bill Bubis, Town CEO/ZEO Maureen Wafer, Tim Burley from Burley-Guminiak

The Purpose of the Public Hearing is to consider reducing the Planning Board from a seven member board to five and the ZBA Board from a five to three member board.

Mayor Heagle explained the Town & Village is considering cutting the Planning Board from a 5 to 7 member board with the Town paying the Planning Board. He said Tug Hill has offered to send staff here to go over this with the Town & Village Boards, CEO/ZEO, and ZBA Board. This was discussed at the Salmon River Council meeting.

Attorney Ventre has discussed this with Mayor Heagle and said he does not feel the Planning Board was initially set up correctly. He said there are vacancies and they can remain vacant but the position remains open.

Mayor Heagle and Supervisor Stelmashuck talked about this last night and said that the Town will be appointing a CEO/ZEO officer Thursday night at \$16,000 a year at 20 hours a week. Over 20 hours would be full time and require benefits. If the Town & Village uses the same CEO the Village would require 8 hours a week. Mayor Heagle opened the meeting for discussion with the Board.

Mayor Heagle said that John Dunham would officially be resigning as of tonight and Bob Dalton will be resigning tomorrow when the Town Board appoints the new CEO. He was asked what Harold Babcock's salary was. He said that Harold was paid \$8,000 a year.

There was discussion on whether to go with the Town CEO or to go separately. John Dunham felt the purpose of the intermunicipal agreement was to use the same person. There was discussion on how to make sure the Village gets the hours required. Discussion continued.

Meeting was closed at 7:02 pm.

Respectfully submitted,

Patricia French,  
Village Clerk



**VILLAGE OF PARISH  
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FEBRUARY 17, 2010**

**REGULAR MEETING**

Mayor Heagle opened meeting at 7:23 pm. All said the pledge.

Present:        Leon Heagle, Mayor                                Robert Ventre, Attorney  
                 Neil Chatterton, Trustee                             Kevin Dwyer, Village Treasurer  
                 Daniel Dalin, Trustee  
                 Scott Allardice, Trustee  
                 Patricia Lewis, Trustee

Also Present: Tim Burley from Burley-Guminiak, Councilor MaryLou Guindon, Councilor John Dunham, Steve Stauffer from VRI, Paul Baxter the Tug Hill Representative.

**Approval of Minutes:**

**Motion** was made by Trustee Allardice to approve the minutes of the January 25<sup>th</sup>, 2010 regular Meeting as presented, 2<sup>nd</sup> by Trustee Lewis, carried.

**Motion** was made by Trustee Dalin to approve the minutes of the January 25<sup>th</sup>, 2010 Special Meeting as presented, 2<sup>nd</sup> by Trustee Allardice, carried.

**Motion** was made by Trustee Chatterton to approve the minutes of the January 13<sup>th</sup>, 2010 Town & Village Joint Board meeting as presented, 2<sup>nd</sup> by Trustee Dalin, carried.

**Reports:**

**Legislator Barry Leemann:** Tabled, Legislator Leemann not present.

**Building Inspector & Code Enforcer:** John Dunham said the Candlelight would be opening in March or April but is going fine. They will be repaving the parking lot and fixing the sidewalk in the spring. He said the building next to the Hardware store is going residential and will have to go to the Planning Board. Mayor Heagle asked the clerk to send a letter to the Planning Board and Mark Sortman informing them of this.

John Dunham said a resident applied for a permit but did not come in to pickup or pay for the permit on a barn but that they need to do a survey map.

John Dunham said he has not been able to catch up with Mr. Patel from the Citgo regarding the unfinished requirements for the car wash. Mayor Heagle was upset that the requirements were not met as yet. He said he would get the Lawyer involved if they are not completed soon and correctly. John Dunham said the Weichert house is now empty. Attorney Ventre said he is researching and that it may go to court again.

Mayor Heagle said he had a meeting on the Parish Elementary School closing in 2012 and will probably have one next month.

**Sewer Plant Report, VRI, Inc.:** Mayor Heagle went over the report with the Board, as Steve and Ken were not present. He discussed the analyzer and that it is still not installed. He said the analyzer is being taken care of by Burley-Guminiak and Attorney Ventre. Discussion followed. Tim Burley asked if Burley-Guminiak could get a copy of the VRI monthly report. Steve Stauffer came in and was told they were discussing the analyzer and pumps.

**Motion** was made by Trustee Chatterton to accept the Waste Water Treatment Plant report as presented, 2<sup>nd</sup> by Trustee Lewis, carried.

**Tug Hill Representative, Paul Baxter:** Tabled, Paul Baxter not present.

**Recreation Committee:** Tabled, no one was present.

**Chamber of Commerce, Dan Dalin:** Dan Dalin said the Chamber of Commerce is receiving dues from their members. The annual Parish Irish Days will be March 13 & 14. Dan asked about the Skinner Tree bill for the Christmas Lights and did that include the Veterans Park Tree lights. Mayor Heagle said that Skinner could not get into the park because of the snow. Dan said the Chamber of Commerce would remove the lights.

**Task Force Committee:** Mayor Heagle said there would be no meeting this month but next months meeting will be on March 10<sup>th</sup>. They are trying to get Oswego County to come in regarding wireless network. Mayor Heagle feels the Town needs to work on this also as a lot of Town residents do not have cable.

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**Reports – continued:**

**Water Committee, Scott Allardice:** Scott Allardice said the Water Committee is going on a field trip to see the Mexico water facility on Tuesday afternoon. Tim Burley gave suggestions on asking questions and told the Board about the Mexico area water district. Discussion followed on the importance of funding and applying for grants.

**Stimulus Project:** Mayor Heagle discussed the stimulus project and said there is \$150,000 left on the sewer grant after the bids. He said Tim Burley has to do a SEQR study again for this money. They are looking at new boilers at the plant, new outside lighting, heating at the plant, collective system repairs and double check valve with these funds. Mayor Heagle felt it made sense to do this now while all the people are in place even though there are three (3) years on this grant. Tim Burley went through the paper work again and will need five (5) minutes at next months meeting again.

**Resolution for lead agency, agenda to CDBG-R:**

**Motion** was made by Trustee Dalin to accept the resolution for lead agency, agenda to CDBG-R, 2<sup>nd</sup> by Trustee Chatterton, carried.

<b>Roll taken:</b>	Trustee Chatterton	Yea	Trustee Allardice	Yea
	Trustee Dalin	Yea	Trustee Lewis	Yea
	Mayor Heagle	Yea		

**Motion** was made by Trustee Dalin to accept the “Resolution Setting Status Under SEQR and Assuming Lead Agency Status”, 2<sup>nd</sup> by Trustee Dalin, carried.

<b>Roll taken:</b>	Trustee Chatterton	Yea	Trustee Allardice	Yea
	Trustee Dalin	Yea	Trustee Lewis	Yea
	Mayor Heagle	Yea		

**Grievances or Concerns of the Public:**

**Bill Bubis:** Wants to know when he will get the paper work on having farm animals in the Village. Mayor Heagle will have Attorney Ventre send it to him.

**Letters:** Protley & Sons Tree Service, Norwich, NY  
Mayor Heagle said the office is on the Attorney General’s program in keeping track of all computers.  
VRI – Ken Scherrieble sent a letter about a concern with the Grinder Pump Project – He does not feel they should be asked to work on the project unless they are paid. Mayor Heagle read the letter to the Board and said If they do use the VRI employees it will come out of the contractors fees. Mayor Heagle will request that the VRI staff does not work for them.  
Letter of Resignation from John Dunham, effective 2/15, as temporary CEO for the Village of Parish. Trustee Allardice asked Mayor Heagle if he Has contacted the man in Mexico. They would like to meet with him a week from Monday at the budget meeting, no meeting on 2/22.

**Unfinished Business:**

**Sewer Treatment Plant Restoration & Update on Engineering: Price quote for Environment One Duplex Alternating Control Panel:** Already covered, it is part of the CDBG-R.

**Proposal on culvert and ditch on Union Street:** Will discuss in the spring.

**Timber theft on former dump:** Mayor Heagle not sure where this is at.

**Action on Hoyt property:** This is still up in the air. Attorney is working on it.

**Action on Zoning Regulations:** Attorney Ventre stated they are almost there. He will try to do it this month.

**Annual Maintenance Permit Renewal:** Mayor Heagle is working on filling it out. He talked with Tim Burley today and because of the major sewer project they have to apply for the second permit, a work permit.

**USDA Compliance:** Mayor Heagle has the handrail and step-outs but needs to find the studs.

**Positions to fill - Planning Board & ZBA:** The Village had a Public Hearing about whether to go with the Town or not. Attorney Ventre stated there has never been a local law and need to start from scratch now. Tug Hill has offered help to the Codes, Planning Board, ZBA Board and Town & Village Boards. Attorney Ventre explained if the Joint Board splits then he has to provide the process for this. He will get in touch with the Town Attorney to work on this.

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**Unfinished Business Continued:**

**Positions to fill:**

Mayor Heagle stated they do need to get a codes officer. Attorney Ventre said it is feasible with a joint municipal agreement. Then the portions of pay had to be considered. Attorney Ventre said again it goes into the agreement. He will talk with the Town Attorney to set this up.

**Motion** was made by Trustee Dalin for the Attorney to draft a inter-municipal agreement for the Town CEO/ZEO to be appointed Village CEO/ZEO officer also, contingent on the Town agreeing on the municipal agreement, 2<sup>nd</sup> by Trustee Allardice, carried.

**Front door keys to gym:** Mayor Heagle stated he still does not have enough keys. Discussion followed on this.

**Motion** was made by Trustee Dalin to get a cost quote on a new door core and keys, 2<sup>nd</sup> by Trustee Allardice, carried.

**Clerk's office remodeling:** Mayor Heagle said the sheet rock man would be done in a couple days

**Budget meetings:** Will meet on March 1<sup>st</sup>, and there is no meeting on February 22.

**Reservations for Tug Hill Local Government Conference – due to clerk by March 1:** The clerk stated the only reservation not in is Kevin Dwyer's but he is going.

**New Business:**

**CEO/ZEO:** This has already been discussed.

**Approval of Deputy Mayor Pat Lewis & Trustee Allardice – Enabling Authorization approval:** Trustee Lewis and Mayor Heagle are both gone February 24<sup>th</sup> to March 1<sup>st</sup> and Trustee Allardice will cover and Trustee Lewis would run the March meeting.

**Motion** was made by Trustee Dalin to allow the Mayor to enable Deputy Mayor Lewis and Trustee Allardice as acting Mayor during Mayor Leon Heagle's absence, 2<sup>nd</sup> by Trustee Chatterton, carried.

**Approval of payment to Tug Hill for reservations for Conference:**

**Motion** was made by Trustee Chatterton to authorize treasurer, Kevin Dwyer, to pay the Tug Hill Conference reservations from the contractual, 2<sup>nd</sup> by Trustee Allardice, carried.

**Renewal – not renew CD:** Mayor Heagle stated the CD's had been discussed at the Budget meeting. It was decided to cash one in at maturity date to pay for the new boiler.

**Motion** was made by Trustee Allardice authorizing the Treasurer not to renew two (2) CD's: #0010 for \$21,489.25 and #0014 for \$16,057.22, at respective expiration dates, 2<sup>nd</sup> by Trustee Chatterton, carried.

**Use of building by US Census Bureau – April 26 thru April 30<sup>th</sup>:**

**Motion** was made by Trustee Dalin to allow the Census Bureau to use the meeting room from April 26 thru April 30<sup>th</sup>, 2<sup>nd</sup> by Trustee Allardice, carried.

**Price quotes for clerk's office windows:** Mayor Heagle presented the quotes for the clerk's windows to the Board. He will ask Supervisor Stelmashuck which window they want and the counter/work station dimensions to put in for the Town Clerk.

**Motion** was made by Trustee Dalin to get the speaker window for the Village and authorization to order the one of their choice for the Town, 2<sup>nd</sup> by Trustee Chatterton, carried.

**Amendment/Resolution to original CDBG-R contract:** Already done

**Refuse bids:** Mayor Heagle stated the bids needed to go out for two (2) years.

**Motion** made by Trustee Allardice for bids for trash hauling to go out with opening of bids at the Village of Parish Board of Trustees meeting on March 17<sup>th</sup> at 7 pm, 2<sup>nd</sup> by Trustee Chatterton, carried.

**Requests for use of Gym Building:**

**Historical Society:** The Historical Society, Nancy Bookheimer, requested use of the building for an Antique Appraisal Day at the end of March – mid April.

**Motion** was made by Trustee Allardice to approve the Historical Society to use the gym building for an Antique Appraisal Day at the end of March - mid April, 2<sup>nd</sup> by Trustee Chatterton, carried.

**Mr. & Mrs. Bryant:** Mayor Heagle read a letter from Mr. & Mrs. Bryant to use the gym “to provide extra practice time for any APW student athletes for basketball and baseball.” After much discussion on adult supervision, injury, deposit, letting them in and locking up, Mayor Heagle asked Attorney Ventre to draft up an agreement for this.

**Motion** was made by Trustee Dalin to allow Mr. & Mrs. Bryant to use the gym for basketball only, on dates available, provided an agreement is signed and a deposit of \$50 is made and kept on file until done and liability for damages by users, 2<sup>nd</sup> by Trustee Allardice, carried.

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**New Business continued:**

**Requests for use of Gym Building:**

**Chamber of Commerce:** Daniel Dalin requested use of the gym for the Chamber of Commerce for the Parish Irish Days on March 13<sup>th</sup> from 10am – 5pm.

**Motion** was made by Trustee Allardice to allow the Chamber of Commerce to use the gym for the Parish Irish Days on March 13<sup>th</sup> from 10am – 5pm, 2<sup>nd</sup> by Trustee Lewis, carried.

**Tug Hill Representative, Paul Baxter:** Paul stated he worked with the Mayor on the wiring for the Clerk’s office. He thanked Mayor and all those from the Village who attended the workshop in Altmar. He said at the SRCG meeting last night there was discussion on the meeting held at the Village last week about the Parish and Altmar Elementary schools closing in 2012. He stated that some of the APW staff also attended the SRCG meeting. Paul congratulated the Mayor for being re-elected as SRCG Chairman. Kevin Dwyer will continue to oversee the SRCG fiscal officer.

**School Meeting at the Village Office:** Mayor Heagle told the Board about the meeting held last week with Tug Hill Representatives John Bartow, Katie Malinowski, Roxanna Gillen and Paul Baxter, APW School Superintendent Gerry Hudson, Ernie Peters, Reginald Ware and Michael Hale from the APW School Board, Austin Wheelock & David Dano from Operation Oswego County. He said they met to see what could be done about the Parish & Altmar schools closing when declared vacant in 2012. There are people who are looking at these buildings for senior housing. It was said the Williamstown School is not a viable building for use and is already showing deterioration. There was discussion on trying to do something with all three (3) buildings and last night at the SRCG meeting John Barto again discussed the schools. Mayor Heagle stated he talked with the Mayor of Central Square as they have been talking with Two plus Four to build a new “green” building for seniors. Trustee Dalin asked if they made a senior housing complex out of the school do they need all that land. It was stated that some developers do put small developments in with the senior housing. Mayor Heagle stated that John Barto is trying to set up another meeting in March and he would like someone to represent him while he is away. He said he has talked with Senator Aubertine’s office regarding funds for getting a consult to help with this project.

**Payment of Bills:**

**General Fund**

**\$26,724.41**

**Motion** was made by Trustee Allardice to pay the General Fund bills for vouchers 901 through 938 for a total warrant of \$26,724.41, 2<sup>nd</sup> by Trustee Dalin, carried

**Sewer Fund**

**\$9,999.14**

**Motion** was made by Trustee Dalin to pay the Sewer Fund bills for vouchers 901 through 914 for a total warrant of \$9,999.14, 2<sup>nd</sup> by Trustee Chatterton, carried.

**Motion** was made by Trustee Chatterton to adjourn the meeting at 9:45pm, 2<sup>nd</sup> by Trustee Dalin, carried.

Respectfully submitted,

Patricia French,  
Village Clerk