

**VILLAGE OF PARISH  
BOARD OF TRUSTEES  
MARCH 16, 2011**

**REGULAR MEETING**

**Meeting opened at 7 PM by Mayor Heagle. All said the pledge.**

**Present:** Leon Heagle, Mayor  
Neil Chatterton, Trustee  
Scott Allardice, Trustee

Doug Houghton, Trustee  
Robert Ventre, Attorney

**Excused:** Patricia Lewis, Trustee

**Also Present:** Bill Bubis, resident; Kevin Dwyer, Village Treasurer; Paul Baxter, Tug Hill Representative (7:53).

**Approval of Minutes:**

The January 13, 2011 Joint Board Meeting minutes was waived.

**Motion** was made by Trustee Houghton to approve the February 16, 2011 Village Board Regular Meeting minutes as presented, seconded by Trustee Allardice, carried.

**Motion** was made by Trustee Chatterton to approve the March 9, 2011 Joint Board Meeting minutes as presented, seconded by Trustee Houghton, carried.

**Reports:**

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

**Building Inspector & Code Enforcer, Maureen Wafer:** Mayor Heagle read The February Building Inspector & Code Enforcer report.

**Motion** was made by Trustee Houghton to accept the February Building Inspector & Code Enforcer report as presented, seconded by Trustee Chatterton, carried.

**Sewer Plant Report, VRI, Inc.:** The Board reviewed the February Sewer Plant report. There was discussion on the commuter, plant electric and facility heat. The #2 blower has gone back to the factory after two breakdowns and may be replaced with a new one. VRI is looking into the cost of adding a new drying bed as opposed to having the sludge hauled by someone.

**Motion** was made by Trustee Houghton to accept the February Sewer Plant Report as presented, seconded by Trustee Chatterton, carried.

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

**Chamber of Commerce, Dan Dalin:** Tabled, not present.

**Task Force Committee:** Mayor Heagle stated the Task Force discussed a resolution for the Route 69 Construction Project to expedite the project, he then read the resolution to the Board.

Resolution: see attached

**Motion** was made by Trustee Chatterton to approve the Resolution for the Route 69 Reconstruction Project as read, seconded by Trustee Houghton, carried.

**Water Committee, Scott Allardice:** On hold.

**Unfinished Business:**

**Sewer Treatment Plant Restoration & Update on Engineering:** Mayor Heagle stated the pump station project is under motion. He received the notice for the paper going out for bids, which will be opened on April 5th, and the two easements for Fuller and Heagle properties.

**Proposal on culvert and ditch on Union Street:** Mayor Heagle stated he is going to work with Attorney Ventre on this as they have permission to go ahead with the culvert. Trustee Chatterton asked if the ditch could be cleaned out further. Mayor Heagle said there would be a ditch on both sides of the road. Discussion followed.

**Timber theft on former dump:** Mayor Heagle stated he still has not heard when the trial will be.

**Action on Zoning Regulations:** Mayor Heagle read a letter from the Planning Board stating they had accepted the Village Zoning Ordinance. The Village is supposed to get a copy of them from Matt Johnson at Tug Hill.

**Village of Parish, Board of Trustees  
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Continued:**

**Unfinished Business continued:**

**Discussion on stairs to 2<sup>nd</sup> floor and gym windows:** Mayor Heagle stated he talked with Old School House about the stairs and the ceiling in the courtroom that is separating like it did in the clerk's office. The proposal on the stairs is \$2,000. The proposal on the ceiling in the courtroom is a total of \$2,500. If the ceiling has to be replaced he will help look for bids, but said \$1250 to have him open it up to see if it would work with 2x4 beams, but if plaster has to come out then need to bid that part out and the another \$1,250 to come back in to finish the ceiling. Discussion followed on both the stairs and ceiling. The Board questioned whether to get someone to take the ceiling down then have Old School do the new ceiling and at what price? Trustee Houghton stated the Board should know what they are getting into before hand and at what price. Mayor Heagle will talk with George from Old School House more about the ceiling.

**Motion** was made by Trustee Allardice to accept the proposal for the stairs as presented, seconded by Trustee Chatterton, carried.

**Drapes/blind for courtroom:** The Justice applied for and received a Grant for courtroom enhancements. Mayor Heagle stated it did not apply to us.

**WWTP surplus equipment:** To address in the spring.

**Job Description Manual – update:** The clerk stated she is working more on the Procedure Manual and trying to find the ones needed.

**WWTP design, planning & flow Management:** Mayor Heagle said the paperwork for the State with Burley-Guminiak

**Comprehensive Plan:** Mayor Heagle said the County has agreed with the Comprehensive Plan and will get it back to us soon.

**Shades & Valances for Clerks office:** Clerk stated they are ordered and will be here soon then they have to purchase the valance rods.

**Employee Online Access to payroll info:** After discussion the Board decided they were not interested in this.

**New Business:**

**Allure Color guard:** Dean Smith asked permission to open the building to the public for a show on March 25<sup>th</sup> at 7 pm. The Board stated they had no problem with them using it.

**Approval of Kelly Reader as 2<sup>nd</sup> Village Deputy Clerk:** The Clerk explained to the Board the need for another clerk. Discussion followed.

**Motion** was made by Trustee Allardice to appoint Kelly Reader as 2<sup>nd</sup> Deputy Clerk, 2<sup>nd</sup> by Trustee Houghton, carried.

**Oswego Housing Development Council:** They called requesting use of the building for a Home- buyers education course in May, and they do have insurance.

**Motion** was made by Trustee Chatterton to allow the Oswego Housing Development Council use the building in May, seconded by Trustee Allardice, carried.

**Thoma Dev.- Fair Housing Month:** Bernie Thoma sent a letter asking the Board to declare April as "Fair Housing Month."

**Motion** was made by Trustee Chatterton to declare April as "Fair Housing Month", seconded by Trustee Allardice, carried.

**Draw down #2:** There is a CDBG Grant draw down for \$37,525.16 for approval.

**Motion** was made by Trustee Allardice to approve the draw down for Thoma Development for \$2025.16 for program delivery/contract and administration and \$33500.00 to Burley-Guminiak for engineering for a total of \$37,525.16, seconded by Trustee Houghton, carried.

**Town Justice – using Village address:** The clerk asked if the Attorney could write a letter to Judge Wert regarding the use of the Village post office box address on their envelopes. Supervisor Stelmashuck came in and he stated he would take care of the issue, as this has been a problem before.

**Village of Parish, Board of Trustees  
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Continued:**

**New Business continued:**

**Discuss HUD loan for \$1,700,000:** Mayor Heagle stated a decision needed to be made by April 5<sup>th</sup> whether the Village wanted to accept or decline the interest free loan. He said he talked with Mary Chappell about the roof ban. Discussion followed. Mayor Heagle said he would set up a meeting next week with Mary Chappell and Terry Deuel so the Trustees can ask questions regarding this \$1,700,000 loan before they decide.

**Discuss hiring Records Management person:** The Clerk is looking for someone to organize the records in the records management room and set it up. She stated she is uncomfortable doing this as she has little if no experience with it. Attorney Ventre said he knows of someone who is presently in Florida, to ask. The clerk will make a note to remind him in April.

**Discuss Roof Ban:** Discussed with the HUD loan.

**Grievances or Concerns of the Public:** None presented

**Letters:**

- Mayor Heagle stated the Chips fund is \$7200.00
- There will be a FEMA meeting on March 29<sup>th</sup> at the County office building in Oswego and one in Pulaski on the 30<sup>th</sup>

**Tug Hill Representative, Paul Baxter:** Paul reminded everyone of the Tug Hill Local Government Conference in Watertown on March 31<sup>st</sup>. He said there are approximately 600 registered. He gave the Board the Resolution he had done for the Route 69 project. He presented a bill for the one-year domain name registration for \$57.00. When asked if there was any news on the Tug Hill Conference being reinstated he said it was in the Senate but not the House and not on assembly budget. He thanked everyone for being so supportive. He said the budget is supposed to be on time otherwise they do extenders. He thinks there will be a budget with or without Tug Hill.

**Payment of bills:**

**General Fund** **\$ 10,041.69**

**Motion** was made by Trustee Chatterton to pay the General Fund bills for vouchers 1001 through 1025 for a total warrant of \$10,041.69, seconded by Trustee Houghton, carried.

**Sewer Fund** **\$ 8,717.90**

**Motion** was made by Trustee Allardice to pay the Sewer Fund bills for vouchers 1001 through 1015 for a total warrant of \$8,717.90, seconded by Trustee Houghton, carried.

**CDBG Fund** **\$ 3,276.48**

**Motion** was made by Trustee Chatterton to pay the CDBG Fund bills for vouchers 1001 through 1002 for a total warrant of \$3,276.48, seconded by Trustee Allardice, carried

**CDBG-R Fund** **\$ 250.00**

**Motion** was made by Trustee Chatterton to pay the CDBG-R Fund bills for voucher 1001 for a total warrant of \$250.00, seconded by Trustee Houghton, carried.

**Motion** was made by Trustee Chatterton to authorize payment to Lillian Harter and Marion Popp for election inspectors at \$75.00 each for a total of \$150.00 after the first of April, seconded by Trustee Houghton, carried.

**Motion** was made by Trustee Allardice to authorize the payment of \$75.00 to Paul Baxter for the one-year domain name registration, seconded by Trustee Houghton, carried.

**Motion** made by Trustee Chatterton to adjourn the meeting at 9:03 pm, seconded by Trustee Houghton, carried.

Respectfully submitted,