MINUTES OF THE FISCAL AND REGULAR MEETING OF THE TOWN BOARD OF THE TOWN OF THURMAN HELD DECEMBER 11, 2012 AT THE TOWN HALL, 311 ATHOL ROAD, ATHOL NEW YORK, COMMENCING AT 6:30 P.M...

PRESENT: MRS. EVELYN WOOD, SUPERVISOR

MR. CHARLES BILLS, COUNCILMAN

MR. LEON GALUSHA, COUNCILMAN

MR. AL VASAK, COUNCILMAN

ABSENT: MR. ROBERT HITCHCOCK JR., COUNCILMAN

Recording secretary: Cynthia R. Hyde, Town Clerk

FISCAL MEETING: The Town Board reviewed all claims.

BOARD MEETING: The regular town board meeting was called to order by **Evelyn Wood, Supervisor.**

PLEDGE ALLEGIANCE TO THE FLAG

ROLL CALL

APPROVAL OF THE MINUTES: On a motion by **Councilman Vasak,** seconded by **Councilman Galusha,** the November 13, 2012 minutes were approved. In the Nov. 13, 2012 minutes it states that the 2012 Christmas party will be held December 17, 2012 this needs to be corrected to December 15, 2012.

MOTION CARRIED: 4 AYES ~ WOOD, GALUSHA, BILLS, VASAK

<u>CLAIMS:</u> On a motion by Councilman Bills, seconded by Councilman Vasak, payment of vouchers # Highway fund \$26,326.56 and General fund \$90,606.11 for a grand total of \$116,932.67.

BOARD MEMBERS:

Supervisor Wood said that we are grateful to **Robert Hitchcock** for taking a seat on the Thurman Town Board and look forward to our new board member **Gail Seaman.**

LETTERS:

Report from the Historian. Attached

REPORTS:

FOOD PANTRY/GLEANING: Councilman Vasak said that 50 people were served this month.

HIGHWAY: Attached

YOUTH: Councilman Galusha reported that the Christmas party would be held December 15, 2012 from 1-3.

EMS: Councilman Galusha reminded everyone that the Thurman EMS is looking for help (donations, volunteers).

HISTORIAN PHONE LINE:

Supervisor Wood said that the Historian is being moved into the middle office which she will share with the tax collector. **Wood** stated that she needed board input on a phone line. Should there be a second phone line or should the existing line be used? **Councilman Galusha** suggested using the existing phone line and having a message for each office. **Supervisor Wood** said she would look into a generic message for the historian.

SUPERVISOR'S REPORT:

Supervisor Wood said that the county has gone out to bid for solid waste for next year. **Wood** requested that they also bid for tires and toxic household waste.

Andy Knoll, IT specialist, will be coming in to help draft a disaster recovery plan for town computers.

The next Occupancy tax meeting will be on December 31, 2012 at 10AM. **Wood** said that there was a spread sheet in each board members packet showing town events (paid for with occupancy tax funds). **Wood** stated that this coming year there is the summer concert series, fireworks, the town's bicentennial event (old home days June 14 +15, 2013) and porta potties. **Wood** said that she had worked last year on keeping the costs of the bands (for the summer concerts) down and had luck getting similar quotes for this year. **Wood** said that she would give the town's proposed budget to the occupancy tax committee.

The tax rates for the town of Thurman have come in.

Earl and **Ronnie Dibble** are subdividing a piece of property into two large lots and need the town to sign off on APA paper work.

Supervisor Wood talked about the Association of Towns meeting that she attended.

The NYS Comptroller's office audited Town of Thurman for compliance on the budget process and found the town in compliance.

We will need to make budget amendments due to some overdrawn funds.

OLD BUSINESS:

Supervisor Wood and Councilman Vasak met with the Thurman Ems who are requesting a letter of intent.

The Town Board agreed to draft a non binding letter of intent to the EMS.

The bicentennial committee ordered bicentennial pins and post cards. **Wood** said that she recommended 50 pins and 500 post cards for the Town of Thurman.

NEW BUSINESS:

Contracts for 2013 will be renewed.

January 03, 2013 at 6:30 pm was the date set for the 2013 Organizational meeting and swearing in ceremony.

Supervisor Wood, who is on the **Warren County planning and development committee,** explained that previously the towns had to pay to renew GIS software for assessors. The county is moving to a new platform and will take over the handling of GIS. **Wood** said that this would save the town about \$4,000.00.

Supervisor Wood stated that the Warren County Youth board was looking for a Representative from Thurman.

Supervisor Wood said that in 2013 the court clerk will need to punch in on the time clock instead of using a paper time sheet.

All claims will now have to be signed by each board member.

Councilman Vasak looked over the Occupancy Tax grants and asked a few questions about them.

Councilman Galusha asked if Occupancy Tax funds could be used for black fly control.

Supervisor Wood said no but she will keep looking into it.

RESOLUTION #57:

Resolution to Amend 2012 Budget

WHEREAS the Town of Thurman expected to receive \$27,000 in Occupancy Tax funds from Warren County in 2012, and

WHEREAS the Town has actually received \$30,408 in Occupancy Tax Funds from Warren County, be it RESOLVED that the Town Board amends the 2012 budget to reflect the additional revenue and expenses in the year 2012 as follows:

Increase Expense A6989.4 Tourism Contractual \$3408

Increase Revenue A4789 Economic Assistance \$3408

On a motion by **Councilman Galusha**, seconded by **Councilman Vasak**, resolution # 57 was approved.

RESOLUTION #58:

Resolution to Authorize Contracts

WHEREAS the Town of Thurman enters into contracts for various services each year, and WHEREAS the Town wishes to renew certain contracts for the year 2013, be it RESOLVED that the Town Board authorizes the Supervisor to sign and enter into the following contracts for 2013 in the amounts listed for each contract.

Contracts for 2013

Warren County	Road Maintenance	\$163,753
Community Action	Senior Transport	\$4,800
Warren County	Transportation	\$1,797
Thurman Station Assn.	Publicity	\$2,200
Warren County	Snowmobile Trails	\$27,000
Thurman Fire Company	Fire Protection	\$74,500
Thurman Connection	Snowmobile Trails	\$27,000

On a motion by **Councilman Vasak**, seconded by **Councilman Galusha**, resolution # 58 was approved.

MOTION CARRIED: 4 AYES ~ WOOD, GALUSHA, BILLS, VASAK

There was discussion about the pro's and cons of contracting with the county to plow county roads.

RESOLUTION #59:

Resolution to Adopt Multiyear Financial Plan

WHEREAS a multiyear financial plan has been created for the Town of Thurman using the template provided by the New York State Comptroller's Office, and WHEREAS this is a useful working document to aid the Town in long range financial Planning, be it RESOLVED that the Town Board adopts the Multiyear Financial Plan for the Town of Thurman.

On a motion by **Councilman Vasak**, seconded by **Councilman Bills**, resolution # 59 was approved.

RESOLUTION #60:

Resolution to Ratify Travel Approval

WHEREAS it is necessary for all incoming justices to attend mandatory training in Albany, and WHEREAS Sheila Flannagan was required to attend this training, be it RESOLVED that the Town Board hereby ratifies the actions of the Supervisor in authorizing the incoming justice's attendance at this training.

On a motion by **Councilman Galusha**, seconded by **Councilman Bills**, resolution # 60 was approved.

MOTION CARRIED: 4 AYES ~ WOOD, GALUSHA, BILLS, VASAK

RESOLUTION #61:

Resolution to Authorize Training

WHEREAS the Government Finance Officers Association is offering a half day training in Clifton Park on December 13, 2012, and

WHEREAS this will be informative, particularly with regards to Tier 6 Retirement, be it RESOLVED that the Town Board authorizes Lester Losaw to attend this meeting at a cost of \$55.00.

On a motion by **Councilman Vasak,** seconded by **Supervisor Wood,** resolution # 61 was approved.

MOTION CARRIED: 4 AYES ~ WOOD, GALUSHA, BILLS, VASAK

RESOLUTION #62:

Resolution to Hire Court Clerk

WHEREAS the Town Board hired Joanna Cummings to serve as court clerk until December 31, 2012, and WHEREAS the incoming justice has indicated that she would like Joanna Cummings to continue as court clerk, be it

RESOLVED that Joanna Cummings is hereby appointed as court clerk and will maintain the same salary as the position is currently receiving.

On a motion by **Councilman Vasak,** seconded by **Councilman Bills,** resolution # 62 was approved.

RESOLUTION #63:

Resolution Regarding Letter of Intent

WHEREAS Thurman EMS has requested a letter of intent from the Town Board, and
WHEREAS the Town may request the Town's Attorney draft a letter of intent stating the Town's support
of the Thurman EMS as a valued part of the community provided that the letter of intent is
appropriately qualified and therefore

BE IT RESOLVED that the Town Board directs the Town Attorney to draft a letter of intent that is appropriately qualified and nonbinding to the Town.

On a motion by **Councilman Galusha**, seconded by **Councilman Vasak**, resolution # 63 was approved.

MOTION CARRIED: 4 AYES ~ WOOD, GALUSHA, BILLS, VASAK

Supervisor Wood said she had complaints about people not being able to hear the meeting from the back of the room. **Wood** said that she would look into a microphone.

Councilman Vasak suggested moving the board to the long wall and making the audience wider.

PRIVILEGE OF THE FLOOR:

Delbert Chambers said that volume wasn't always the problem, sometimes it was enunciation. **Chambers** also asked the intent of the EMS letter of intent and whether tax payers were paying for the bicentennial celebration (the celebration is being funded by Occupancy tax money and donations). **Mr. Chambers** also made the comment, what if we don't want tourist.

Barbara Farrell suggested closing the curtains during meetings to help people hear.

Mary Eddy asked some questions about Occupancy Tax Money, the audit of the budget override and how many people are in tier 6. **Eddy** suggested that the new sign have meetings posted the Friday before.

Joyce Eddy stated that Occupancy Tax money was used to attract tourism to our town, but the town has not allocated funds to protect them if they get hurt.

<u>ADJOURNMENT</u>: On a motion by Councilman Galusha, seconded by Councilman Bills, the meeting was adjourned at 7:49 pm.

MOTION CARRIED: 4 AYES ~ WOOD, GALUSHA, BILLS, VASAK

Respectfully Submitted:

Cynthia R. Hyde Town clerk 12/19/2012

Attached: Historian report

Highway Department report

Multiyear Financial Plan (Resolution # 59 2012)

12-6-2012

Re: Town of Thurman Historian's annual report.

To: Thurman Town Board, Warren County Historian, and New York State Historian

During the past 6 months or so, I have filed about five boxes of loose papers and photos.

I have answered and research approximately 300 E-mail inquiries and phone request,

partial list attached.

During the last month or so I have prepared files to be moved to a new office in the town hall.

The town board has moved my office to the Thurman Town Hall and the Supervisor said she would see that someone would prepare the office. My files are secured and waiting for the cabinets to be moved.

I have notified many inquires that my files are not accessible and would get back to them when they are available. Once moved, my phone will be in operation again, computer will be available, and the Historian's office will be opened by appointment.

I have done research for the Warren County Bicentennial Thurman committee when asked and have been available to them as their projects were completed.

Thank you for attention,

Joan Harris

Town of Thurman Historian

Highway Report 10/11/13 From Part Wood.

Working on numerous repries to various trucks and aguipt.

Cleared the lot up back in preparation of drilling a well.

Have done all we can do till next summer to he ready to construct our new salt lagoon.

Have been cutting, chipping and clearing more of the mine aren on river rd.

Mine has been shut down for the winter. All Areas have been burned.

Have not addressed the dead trees in Cameron Cemetary As the read has been barriended - Mutwork on 6 mileste

Repaired the leaks in the garage roof.

If weather holds would like to paint the exterior of the salt shed at the landfill.

Have had to sand for black ice several times.

tax levy cap sales tax Kassese Unrestricted Fund Balance % of Expenditures 2010 2011 2012 2013 2014 2015 2016 Projected Avg Ann Increase 2008-present \$726,890 50 50,650 \$40,650 \$40,629 995 (\$291,961) ☐ Estimated \$40,850 \$40,850 \$431,891 \$602,835 2008 2009 405,357 163,384 361,749 (\$178,365) -27,4% \$40,850 219,785 \$851,260 \$222,973) ☐ Actual 150.0% 100.0% 50.0% 0.0% -50.0% -100.0% 150.0% \$0 \$40,850 \$425,016 229,730 995 198,835 191,100 600,000 606,357 361,749 \$44,888 \$618,659 (\$193,643) 200.0% 2008 2009 2010 2011 2012 2013 2014 2015 2018 159,250 635,560 900,000 381,749 \$248,507 43,0% Projected \$578,300 635,590 635,560 381,749 \$273,812 47,6% \$575,211 (\$13,337) Surplus (Deficit) ☐ Estimated 786,037 896,986 361,740 \$33,947 50.5% \$551,134 (\$31,670) 1,025,354 785,037 359,925 \$405,112 54,7% ☐ Actual 58,753 (\$40,042) 1,057,615 0 \$1,025,354 181,9% (\$150,000) \$563,586 Town of Thurman Four Year Financial Plan, Fiscal Years 2013-2016 General Fund (\$50,000) (\$100,000) (\$300,000) (\$350,000) 8 (\$200,000) (\$250,000) Budgetary Reserves Fund Equity, Boy of Year Fund Equity, End of Year Novopernäbles and Restricted Fund Balance Ubreastricted Fund Balance Ubreastricted Fund Balance's of Expenditures Federick Aid Interfand Transfers Other Revenue Total Revenues and Other Sources Equipment and Capital Outlay Contractual Debt Service (Principal and Interest) Employee Banefits Interfund Transfers Total Expenditures and Other Uses urplus (Deficit)

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13

Projected

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14

Based on approximate assessments as a percent of full ve Calculated (AV/Equalization Rate) Calculated (LevyPull Vidue) Based on calculation (CTL=2% of full value 5-yr rolling avg. Based on projected exclusions Calculated (Levy minus Exclusions) Calculated (LevyMassessed Value) **装草** 1 Avg Ann Increase 2008-present 2013 2614 2015 2016 111 京型 | 111 111 gg, 111 調響 111 111 医香蕉 N N N 100 VON 647,087 212,043,978 3.06 223,204,187 4,378,567 2,500 650,067 2016 0.05 220,094,245 2.87 4,336,578 2,500 637,389 8 522.440 534.589 207,885.874 208,844,533 2.99 3.02 Projected 2014 2015 Four Year Financial Plan, Fiscal Years 2013-2016

Lovy and Employment (Levy data need only be entered for local governments covered by the Constitutional Tax Limit) 0,95 218,808,183 2.84 2,500 8 810,235 205,807,795 2.97 216,639,785 2.02 2,500 8 2013 2008 2009 2010 2011 2012 2013 2014 2015 2016 508,270 208,770,095 214.484,837 2.79 598,270 2,668 611,276 Property Tax Livel Tax Levy and Constitutional Tax Limit 615,980 591,118 198,963,424 202,548,427 2,58 2.58 212,381,774 224,306,218 222,170,471 213,200,971 252 3.50 2.77 8 2011 8 Tax Lay Subject to Limb 2009 Actual 786,827 197,791,232 000 5,000,000 4,500,000 4,000,000 3,000,000 2,500,000 1,500,000 1,500,000 1,000,000 5,000,000 125,120,201 3.18 Q. 2008 Full Value and PV Rate
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Levy and Employment

Four Year Financial Plan, Fiscal Years 2013-2016 Major Fund Summary

		Actual	4.60		Estimated		Projected	cled	
Geograf Fared	2008	2009	2010	2011	2012	2013	2014	2015	2016
Revenues and Other Sources	\$523 544	\$511.480	\$520.484	\$581.874	5421 777	5425 016	5428 387	10311525	
Expenditures and Other Uses	\$563,500	\$740,732	5561.134	\$575.211	8578.300	\$818.650	\$651.260	8892835	2008 990
Surplus (Deficit)	(\$40,042)	(\$229,243)	(\$31,670)	(\$13,337)	(\$158,523)	(\$193,543)	(\$222,973)	(\$261.244)	(\$291.961)
Unestricted Fund Belance	\$1,025,354	\$405,112	\$333,947	\$273,812	\$248,507	\$44,608	(\$178,385)	(\$822,993)	(\$914,954)
Town of Thurman Highway				18					
Revenues and Other Sources	\$749,284	\$1,056,506	\$676,581	\$731,511	\$788,596	\$799,033	\$809,678	\$820,537	\$831,613
Expenditures and Other Uses	\$829,330	\$886,503	\$803,584	\$845,733	\$788,596	\$825,790	\$854,364	\$886,578	\$912,541
Surplus (Deffelt)	(\$80,045)	\$170,003	(\$16,983)	(\$214,222)	05	(\$28,785)	(\$44,885)	(\$86,041)	(\$80.829)
Uhrestricted Fund Balance	\$84,330	\$217,013	\$125,420	0\$	\$90,189	(\$26,765)	(571,451)	(\$137,492)	(\$218,420)
Thurman Volunteer Fire Company									
Raveriuss and Other Sources	\$75,850	\$75,850	\$74,500	\$74,500	\$74,500	\$74,500	\$74,500	\$74,500	\$74,500
Expenditures and Other Uses	\$75,850	\$75,850	\$74,500	\$74,500	\$74,500	\$74,500	\$74,500	\$74,500	874,500
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Summary

Projected

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