

TOWN OF TUPPER LAKE REGULAR BOARD MEETING

March 12, 2012

Roll Call: Supervisor Roger Amell
Councilwoman Kathleen Lefebvre
Councilman David Tomberlin
Councilwoman Patricia Littlefield
Councilman Gerald Fletcher

Recording Secretary: Laurie J Fuller – Town Clerk

Press: Dan McClelland – Tupper Lake Free Press
Jessica Collier – Adirondack Daily Enterprise

Also: Mike Fritts – Youth Activity Director

Absent – Paul O’Leary – Assessor/Code Officer
William Dechene – Highway Superintendent

Supervisor Amell called meeting to order at 4:03 p.m. opening with the Pledge of Allegiance, also asked that we keep the Gillis family in our thoughts for the safe return of their son Colin.

1. Approve minutes:

Town Clerk provided each board member with a drafted copy of minutes dated January 9th & February 14th 2012 for approval.

Motion to approve minutes as written for meetings dated January 9th & February 14th 2012 was made by Councilwoman Littlefield.

Seconded by Councilman Fletcher
All Town Board Members voted AYE

2. Reports tabled:

The Code Officer & Youth Activity Director’s Monthly report was TA BLED, due to them out searching for Gillis boy. Board members thanked Paul & Mike.

3. Dog Control Officer report:

TOWN OF TUPPER LAKE

DOG CONTROL REPORT

FOR THE MONTH OF: February 2012

Date: March 1, 2012

Complaints Received	8
Complaints Answered	8
Dogs Captured	0
Dogs turned over to DCO	0
Dogs transported to HS	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0

Dangerous Dog Complaints 0
Tickets Issued 0

Mileage 41

DCO William Moody

Motion to approve Dog Control Officer's report for the Month of February 2012 was made by Councilwoman Lefebvre.

Seconded by Councilman Tomberlin
All Town Board Members voted AYE 5/0

4. Town Clerks Annual Report:

TOWN CLERK'S ANNUAL REPORT – 2011 FISCAL YEAR

CASH RECEIPTS:

Sporting License	21920.00
Dog Licenses	1228.00
Dog Fines	160.00
Marriage Licenses	960.00
Bingo/GOC Licenses	731.25
Bingo Fees	63.54
Searches & Certified Copy	2820.00
Building Permits Issued	9659.14
Retiree Health Insurance Contribution	2855.00
Little Wolf Beach	44936.21
Summer Day Camp	7370.00
Soccer Program	2400.00
Baseball Program	1860.00
X-Cross Country Skiing	2800.00
Volley Ball	260.00
Garden	212.50
Soccer Sponsors	1000.00
Baseball Sponsors	700.00
Swim Lessons	1080.00
Miscellaneous	2750.25

TOTAL 2011 CASH RECEIPTS 105,765.89

CASH DISBURSEMENTS

NYS Department of Health	697.50
Marriage License #13	22.50
NYS Department of Agriculture & Markets	222.00
NYS Comptroller (Bingo)	348.75
NYS Comptroller (Games of Chance)	90.00
Town of Tupper Lake Supervisor	80703.89
NYS Decals	20826.25
Town of Tupper Lake General Fund	2140.00
Town of Tupper Lake Highway Fund	715.00

TOTAL 2011 CASH DISBURSEMENTS 105,765.89

Laurie J. Fuller – Town Clerk

Motion to approve town clerks annual report for year 2011 was made by Councilwoman Lefebvre

Seconded by Councilwoman Littlefield
All Town Board Members voted AYE 5/0

5. Correction on standard workday report for NYS retirement:

Two corrections needed to be made to the Standard Work Day and Reporting Resolution form RS2417-A for the New York State and Local Retirement System.

Town /Court Clerk – Laurie J Fuller & Part Time Town Planners Secretary – Sabrina Shipman

Motion to pass resolution # 16- 2012 corrections to the New York State Retirement Standard Work Day Report and post for 30 days was made by Councilwoman Littlefield.

Seconded by Councilwoman Lefebvre
All Town Board Members voted AYE 5/0

6. Approve Budget Transfers:

Town of Tupper Lake 2012

	Acct/Budget	Detail	Credit	Debit	Revenue	Expenditure
General 2012						
	14304	Bookkeeper CE	\$371.20			
	14301	Bookkeeper PS		\$371.20		
	19554	Payment in Lieu of Taxes – TLCSD				\$638.02
	1081	Payment in Lieu of Taxes – Other			\$638.02	
Highway OSV-2012						
	87604	Emergency Disasters				\$550.00
	3306	Homeland Security			\$550.00	
			\$371.20	\$371.20	\$638.02	\$638.02

Motion to approve budget transfers as listed above was made by Councilwoman Littlefield.

Seconded by Councilman Tomberlin
All Town Board Members voted AYE 5/0

7. Approve Abstract of Audited Vouchers:

Motion to approve Abstract of Audited Vouchers for the period 2/11/2012 thru 3/9/2012 in the amount of \$151,212.44 was made by Councilwoman Littlefield.

Seconded by Councilman Fletcher
All Town Board Members voted AYE 5/0

8. Bids for License Contractor:

March 12, 2012

Date

Bid opening for:

License Contractor to do repairs on town owed buildings

Name	Submitted Bid
Daryl Robideau Contracting	\$35.00 per hour carpenter \$20.00 per hour laborer
Hollingsworth Carpentry	\$30.00 per hour carpenter \$25.00 per hour laborer

Date of Opening February 3, 2012

Time of Opening 12:00 p.m.

Members Present: Supervisor Roger Amell _____

Town Clerk Laurie Fuller _____

Bid was awarded to Clint Hollingsworth, Primary Carpenter
&
Daryl Robideau, Secondary

Town of Tupper Lake
120 Demars Blvd.
Tupper Lake, NY 12986

Town Clerk

Motion to award bid to Hollingsworth Carpentry as primary contractor & Daryl Robideau as secondary at rates listed above was made by Councilman Tomberlin

Seconded by Councilwoman Lefebvre

All Town Board Members voted AYE 5/0

9. Discussion on Rod & Gun Club lease:

Supervisor Amell explained at last months board meeting David Mamahon & Jim Brown attended meeting to discuss making a few changes to the Rod & Gun Club lease, which will expire April 30, 2012. After speaking with Town Attorney Kirk Gagnier, he stated the clause they want stricken *Either party may terminate his lease agreement at any time during the term of this lease, upon providing one year's written notice to others, cannot be stricken and cannot do a 100 year lease, but if comptroller's office approves the town is willing to do a 15 year lease. The extra 5 years will help with grants. Also look into the town being a co-applicant for them if needed.

Supervisor Amell stated we are still waiting to hear back from Comptroller's office and Attorney.

10. Approve leasing

Postage meter for office:

Last year we did away with postage meter to save money, the meter we had was very expensive to lease. The amount of mail going out of office sometimes can be a large amount, like on court nights with fine notices and the town paying bills once a month.

Town Clerk, Laurie Fuller would like permission to lease a basic smaller postage meter in the amount of \$19.99 a month with a free 60 day trial period.

Motion to approve getting a postage meter for office use in the amount of \$19.99 a month was made by Councilwoman Lefebvre.

Seconded by Councilman Tomberlin

All Town Board Members voted AYE 5/0

11. Discussion on Water level

at Setting Pole Dam:

Supervisor Amell has been checking the Setting Pole Dam; the water level was below the spill way about 6 inches, after rain it crested up to top. He made a phone call to the people who monitor the dam. The crest elevation cannot go beyond the 1544 mark.

Supervisor Amell asked press to take pictures of spill way and Underwood bridge, there are old pictures of the Underwood Bridge in the Swiss Kitchen Restaurant in Tupper Lake.

We will continue to watch Supervisor Amell stated.

Dan McClelland asked about maybe the town having some kind of procedure in place.

12. Update on Town website:

Councilman Tomberlin updated board members on the joint website with village. This is a website (govoffice.com) used by the town of Saranac Lake, Harriestown and towns around us. A lot of good references. There is an upfront first year payment between 5,000.00 and 6,000.00 which will be split between town & village, and each year after that is around \$750.00 a year. You do not have to design this site you just fill in blanks. Councilman Tomberlin suggested everyone looking at the Saranac Lake website. Other websites were much more expensive, or they come in and build it for you.

13. Replace signs coming into town;

At previous meetings the replacing signs entering into town have been discussed. Last year the Chamber had worked with the Wild Center & ACR on new entrance signs and approached board with a design for new signs.

In discussing the signs coming into town. Board members agreed dimensions & specs in new signs need to be done so we can go out to bid.

Have bids on frame & base, and bids on graphic design / inserts

Planning Board and DEC will also have to approve.

Matthew Harris sent a letter of interest to board members and photos of signs.

Councilman Tomberlin stated the Wild Center has offered to share cost, maybe approach Village as well.

14. Executive session: (discuss hiring new part time clerk)

Motion to enter into executive session at 5:02 p.m. was made by Councilwoman Lefebvre

Seconded by Councilman Fletcher

All Town board Members voted AYE 5/0

Motion to enter out of executive session at 5:25 p.m. was made by Councilwoman Lefebvre

Seconded by Councilwoman Littlefield
All Town Board Members voted AYE 5/0

15. Hire Part Time Clerk:

Motion to hire Brigette Shaheen to Part Time Clerk Position, 15 to 20 hours a week at \$14.50 an hour was made by Councilwoman Lefebvre

Seconded by Councilwoman Littlefield
All Town Board Members voted AYE 5/0

16. Adjourn:

Motion to adjourn at 5:26 p.m. was made by Councilwoman Lefebvre

Seconded by Councilwoman Littlefield
All Town Board Members voted AYE 5/0

Laurie J Fuller – Town Clerk