

**Minutes of the Organizational Meeting of the Town Board of the Town of Scott held January 14, 2019 at the Town Hall commencing at 6:00 P.M.**

**Present:** Kevin Fitch, Supervisor  
Jerry Contento, Councilman  
Neeca Root, Councilwoman  
Andrew Fuller, Councilman  
Paula Arnold, Councilwoman

**Recording Secretary:** Tamara Congdon, Town Clerk

**Other Present:** David Putnam, Supt. of Highways  
Pat Snyder, Town Attorney  
Kim Fairchild, Code Enforcer Officer  
Russ Phelps, Town Justice

The Organizational meeting of the Town of Scott was called to order at 6:00 pm by Supervisor Kevin Fitch and followed with the Pledge of the Allegiance.

Town Clerk Tamara Congdon told the Board she had sworn in Councilwoman Paula Arnold on January 3, 2019.

**Appointments**

Animal Control Officer: Lindsay Anderson	Town Attorney: Patrick Snyder (Till April)
Town Kennel: Country Acres	Official Depository: NBT Bank
Assessor: Bill Bearup	Official Newspaper: Cortland Standard
Deputy Assessor: Tim Bearup	Deputy Town Clerk Cathy Baber
Bookkeeper: Brian McIlroy	Deputy Town Supervisor: Jerry Contento
Code Enforcer Officer: Kim Fairchild	Deputy Highway Supervisor: Jim Crow
Court Clerk: Teri Phelps	Register of Vital Statistics: Tamara Congdon
Recreation Director: Tamara Congdon	Deputy Register of Vital Statistics: Cathy Baber
Water District #1: Brian Congdon	

**Official Notification-**

Cortland Standard, Town Webpage and Town Hall postings.

**The appointments were reviewed by the Board and Councilman Jerry Contento made a motion to accept the appointments and was seconded by Councilwomen Paula Arnold. All in favor, none opposed, the motion carries.**

Regular Board Meetings-will be held on the second Monday of the month.

The Zoning Board meetings- will be held on the third Monday of the month.

The Planning Board- will be held on the third Wednesday of the month.

The Court- will be held on the first and third Tuesday of the month.

Highway Committee- will meet every 6 months.

### **Internal Audits**

Town Clerk- Kevin Fitch and Brian McIlroy

Town Supervisor- Neeca Root and Tamara Congdon

Town Highway Superintendent- Jerry Contento and Andrew Fuller

Town Court Justice- Kevin Fitch and Paula Arnold

Town Assessor- Andrew Fuller

Employee Manuel- All Members

Town Web Page- Tamara Congdon, Kim Fairchild, Bill Bearup, Chairmen , Planning Board and ZBA

Fire Contract- Paula Arnold, Andrew Fuller, Jerry Contento and Kevin Fitch

Town Clerk, Tamara Condon's hours

Tuesday & Thursday 9:30-12:30

Thursday Evenings 4:00-6:00

The first Saturday of the month 9:00-Noon

Every Saturday in January for tax Collection 9- Noon

Code Enforcer, Kim Fairchild's hours

Tuesday & Saturday 9- 10 office hours

Appointment scheduled Monday- Saturday

The hours for Town Clerk, Code Enforcement Officer and Court were reviewed by the Board.

**Councilwoman Paula Arnold made a motion to accept their hours and was seconded by Councilwoman Neeca Root. All in favor, none opposed, the motion carries.**

**Approvals of Prepays-** Monthly Prepays, Postage, Insurance, Annual Payments, Codes Training, All State and Federal Holding, N.Y.S. ERAS, and prepays to be determined at Supervisors discretion.

**Supervisor Andrew Fuller made a motion to accept the Prepays and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.**

Supervisor Kevin Fitch asked that all the Town reports be turned into him by the Tuesday before the meeting because he has extra time and would like to put it on a PowerPoint for presentation at the monthly board meetings.

### **Supervisors Goals 2019-**

Park Development, Town Hall Renovation, Filling Vaccines and fulfilling training requirements.

### **BAR Members**

Guy Ruoff

Mark Meiczinger

Rachael Bearup

### **Planning Board Members**

Harry Hudson (Chair)

Tim Greenfield

Janice Degni

### **Zoning Board of Appeals**

Ruth Eaton

Chad Parker

Darren Murphy

Nick Rotchford

Supervisor Kevin Fitch introduced Ruth Eaton and her interest in possibly being a ZBA Member. He explained to her that she would be required to take a 4-hour training course every year and attend any meetings that the ZBA Board may have. She would be acting for the town with variances and interpretation of the town's codes. Supervisor Kevin Fitch asked who was in favor adding Ruth to the appointment of ZBA. **Supervisor Kevin Fitch announced all in favor to appoint Ruth Eaton to the ZBA Board, none opposed and the motion carries.**

Town Clerk Tamara Congdon then swore in Ruth for the position.

**Adjourn:**

**Supervisor Kevin Fitch made a motion to close the Organizational Town Meeting on January 14, 2019, at 6:31 and Councilwoman Neeca Root seconded it. All in favor, none opposed, the motion carries.**

**Minutes of the Regular Monthly Meeting of the Town Board of the Town of Scott held January 14, 2019, at the Town Hall commencing at 7:00 P.M.**

The Regular meeting of the Town of Scott was called to order at 7:00 pm by Supervisor Kevin Fitch and followed with the Pledge of the Allegiance.

**Approval of December 11, 2018 Minutes:**

Councilman Andrew Fuller made a motion to approve the December minutes and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

**Approval of Abstracts #13:**

Councilman Jerry Contento made a motion to approve the General Abstract #13 totaling \$2287.14 and was seconded by Councilwoman Neeca Root. All in favor, none opposed, the motion carries.

Councilman Andrew Fuller made a motion to approve the Highway Abstract #13 totaling \$8309.38 and was seconded by Councilwoman Paula Arnold. All in favor, none opposed, the motion carries.

Councilwoman Paula Arnold made a motion to approve the Water Abstract #13 totaling \$306.16 and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

**Approval of Abstracts #1:**

Councilwoman Neeca Root made a motion to approve the General Abstract #1 totaling \$16051.36 and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

Councilman Jerry Contento made a motion to approve the Highway Abstract #1 totaling \$4258.85 and was seconded by Councilwoman Paula Arnold. All in favor, none opposed, the motion carries.

Councilwoman Neeca Root made a motion to approve the Water Abstract #1 totaling \$3112.85 and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

**Town Supervisor (Treasurer) Report:**

Councilwoman Neeca Root made a motion to accept the December, Supervisor report and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

**Town Clerk Annual Report:**

Supervisor Kevin Fitch made a motion to accept the 2018 Annual, Clerk report and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

**Town Clerk Report:**

Councilwoman Paula Arnold made a motion to accept the December, Clerk report and was seconded by Councilman Jerry Contento. All in favor, none opposed, the motion carries.

**Revenue:**

Dog License	\$30.00
Certified Copy M	\$10.00
<b>Total Revenue</b>	<b>\$40.00</b>

**Disbursements:**

Paid to the Supervisor	\$36.00
Paid to the NYSDAM for the APCP	\$ 4.00
<b>Total Disbursements</b>	<b>\$40.00</b>

**CEO Report:**

**Zoning Issues:**

1. Mr. Amidon-7041 Cold Brook Road –Junk Vehicle- Have been removed as of 1/2/19
2. Scott Methodist Church-Junk car parked on the property by the neighbor has been removed.

**Court:**

1. Mr. and Mrs. Stevens- 7244 Route 41- Appearance ticket issued for junk vehicles- Vehicles have been removed and appearance ticket canceled.

Code Enforcement Officer Kim Fairchild thanked the Board for the water and map holder. He states 36 years and they have not had water at the town hall.

**Court Justice:**

Court Justice Russ Phelps has not heard back about the JACAP grant but was told that is a good sign and they are still in the running.

**Park:**

Councilman Andrew Fuller stated the park is frozen over. He then told the Board that he attended the association of towns meeting and there was 12 attended and 3 speakers. Councilman Fuller said that Homer and Cortlandville were changing over their street lighting to LED.

## **Historian Report:**

### **TOWN OF SCOTT HISTORIAN-2018 ANNUAL REPORT**

During the year 2018, I performed the following work:

Wrote three columns for the Cortland County Office of Aging Newsletter, including one on Walter Angell, first probation officer for Cortland County; the history of the construction of the Homer Gulf Road (Rt. 41A); and the early history of the Cortland County Health Department.

Helped three researchers, including one seeking information on the Barber family that relocated to North Loup, Nebraska, as a result of the town's Seventh Day Baptist Church split, one seeking information on the Bierce family for archival records and general information, and Glen Haven Historical Society member Charles Jermy Jr., who is seeking funding for a historical marker commemorating the location of the school taught by Millard Fillmore (across from Vincent Hill Road).

Gave two public presentations, the first at the Scott Senior Center on May 12<sup>th</sup>. I spoke about the history of abolition in the town. The second public presentation was on Memorial Day, assisted by the Homer American Legion and Councilman Andrew Fuller. I am grateful to Mr. Fuller for his help each year.

Due to surgery in early February, I was not able to go upstairs in the town hall until late April. I cleaned, sorted and organized the records and pictures held up there.

I am ready to assist the board and other staff when needed; including searching the archival records for information such as laws, archaic road names, etc.

Respectfully submitted, Cathy A. Barber, Town of Scott Historian

Highway Supervisor David Putman had a discussion with the Board about the 248 agreement. The Highway Supervisor will need to allocate the funds differently to follow proper procedure required by the state. The highway maintained 24.7 miles of road and will be funded \$1037.62 by this agreement.

**Councilman Andrew Fuller made a motion to accept the 284 agreement and was seconded by Councilwoman Paula Arnold. All in favor, none opposed, the motion carries**

Supervisor Kevin Fitch proposed to the Board that they provide safety glasses to the Highway employees. He explained that the DOT requires testing and glasses for their employees every two years. His proposal is to make the safety glasses part of their clothing allowance. Supervisor Fitch has set up a meeting with Vision works and would like the Boards approval to look further into this issue.

**Councilman Jerry Contento made a motion to proceed with safety glasses issue and was seconded by Councilwoman Neeca Root. All in favor, none opposed, the motion carries.**

Supervisor Kevin Fitch brought up a talking point with the Board on a possible issue of the Scott Union Cemetery Committee abandoning the cemetery to the Town. He thinks it might be in the Towns best interest to hire a full- time employee to oversee the cemetery barriers, grounds and sales, overseeing the park grounds, boat launch, bathrooms and building maintenance. Then in the winter help the highway dept. plow but he will not need a CDL. Town Attorney Pat Snyder will be looking into cemetery law to help with any question that may come up.

Councilwomen Neeca Root asked the Board to look into passing a local law to add to the water codebook for the town's water district #1. Town Attorney Pat Snyder suggests that it may be a good idea in case someone does not want to follow the rules.

**Adjourn:**

**Councilwoman Neeca Root a motion to adjourn the Regular Town Meeting on January 14, 2019, at 7:59 and Councilman Jerry Contento seconded it. All in favor, none opposed, the motion carries.**