

Minutes of the Organizational Meeting of the Town Board of the Town of Scott held January 13, 2020, at the Town Hall commencing at 6:00 P.M.

Present: Guy Ruoff, Supervisor
Trevor Adams, Councilman
Neece Root, Councilwoman
Andrew Fuller, Councilman
Louis Martin, Councilwoman

Recording Secretary: Tamara Congdon, Town Clerk

Other Present: David Putnam, Supt. of Highways
Maria Manning, 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 Guy Ruoff and followed with the Pledge of the Allegiance.

Appointments

Animal Control Officer: Lindsay Anderson
Town Kennel: Country Acres
Assessor: Bill Bearup
Deputy Assessor: Tim Bearup
Bookkeeper: Brian McIlroy
Code Enforcer Officer: Kim Fairchild
Court Clerk: Teri Phelps
Recreation Director: Tamara Congdon
Town Attorney: Maria Manning

Official Depository: NBT Bank
Official Newspaper: Cortland Standard
Deputy Town Clerk: Cathy Baber
Deputy Town Supervisor: Neece Root
Deputy Highway Supervisor:
Register of Vital Statistics: Tamara Congdon
Deputy Register of Vital Statistics: Cathy Baber
Water District #1: Brian Congdon

Official Notification-

Cortland Standard, Town Webpage, and Town Hall postings.

Supervisor Guy Rouff asked the Board for suggestions for a different day and time for the Regular Board meetings because it was brought to his attention that the previously set day and time was inconvenient to many people that are required to attend. He suggested the second Tuesday of the month at 6:00 pm and if a public hearing or special meeting is required it will be held at 6:00 pm and the regular meeting will immediately follow. Councilman Andrew Fuller stated he likes to attend another meeting on that same day and Legislator Kevin Fitch explained to him that, the Tuesday meeting will be changing its date also. **Supervisor Guy Rouff asked for a vote on the proposed date and time change, all favor, Councilman Andrew Fuller opposed.**

Regular Board Meetings- will be held on the second Tuesday 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- Supervisor Guy Rouff and Brian Mcilroy
Town Supervisor- Neeca Root and Tamara Congdon
Town Highway Superintendent- Andrew Fuller and Louis Martin
Town Court Justice- Councilwoman Neeca Root and Supervisor Guy Ruoff

Town Assessor- Andrew Fuller
Employee Manuel- All Members
Town Web Page- Tamara Congdon, Kim Fairchild, Bill Bearup, Chairmen, Planning Board and ZBA
Fire Contract- Councilman Andrew Fuller, Councilman Trevor Adams, and Supervisor Guy Ruoff

Town Clerk, Tamara Condon’s hours
Tuesday & Thursday 9:30-12:30
Thursday Evenings 4:00-6:00
The first Saturday of the month 9:00-11:00
Every Saturday in January for tax Collection 9- 11:00

Code Enforcer, Kim Fairchild’s hours
Tuesday & Saturday 9- 11 office hours
Appointment scheduled Monday- Saturday.

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 the Supervisors discretion.

Supervisors Goals 2020-

Park Development, Town Hall renovations, Filling Vacancies, Filling training requirements, Efficiency in Government, Maintaining the status quo (keep everything the same)

BAR Members

Rachael Bearup
Mark Mieczinger

Planning Board Members

Janice Degni
Jenifer DeHart
Rachael Bearup
Harry Hudson (Chair)
Tim Greenfield

Zoning Board of Appeals

Ruth Eaton
Chad Parker
Darren Murphy
Nick Rotchford

The appointments were reviewed by the Board and Councilman Andrew Fuller made a motion to accept the appointments and was seconded by Councilman Trevor Adams. All in favor, none opposed, the motion carries.

Supervisor Guy Rouff requested volunteers for a park committee to oversee the construction of the bathrooms and walking trail at the park. In hopes to get construction started this summer. Kevin Fitch, Jerry Contento, Town Clerk Tammy Congdon, Councilman Andy Fuller, Councilman Louis Martin, and Hanna Martin All volunteered to oversee this project.

Town Justice Russ Phelps explained to the Board his concerns with the Town Hall cleaner. Stating that with her yearly salary she is paid \$12.50 a half hour a week and feels that he should be paid the same for his bi-weekly cleaning of the Town Halls floors. The Town Supervisor suggested they put in floor mats, but Town Justice Phelps feels that they will damage the floor. Supervisor Guy Rouff ask Betty St. Peter to come in on Tuesday afternoon to clean the floor before Court. With no response from her he explained if she did not come in to clean, he would have to find another cleaner. With still no response from her, he asked her if she understood several times with still no response. Town Justice Rus Phelps then suggested having someone come in to clean the floors professionally and build a half wall to keep the walkway clean from road debris.

County Legislator Kevin Fitch asked to speak to the Board because he needed to leave to attend the Preble meeting scheduled on the same day and at the same time. He stated to the Board that the senior center dropped down to just Tuesdays & Fridays and he recommended everyone stop in to eat Fridays because it is good food. Legislator Fitch also told the Board that Cornell will be coming in to do safety & security training with the seniors. He explained that he is also working on the Grout Brook bridge and that he will be meeting with Senator Seward on Friday about getting the creek dredge out this July. Legislator Fitch told the Board he has signed up for the Agriculture Committee, Budget Finance Committee, and the Personnel Committee. He said they will be hiring someone to come in and make everyone more efficient at their jobs.

Adjourn:

Councilman Andrew Fuller made a motion to close the Organizational Town Meeting on January 14, 2020, at 7:12 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 13, 2020, at the Town Hall commencing at 7:00 P.M.

The Regular meeting of the Town of Scott was called to order at 7:23 pm by Supervisor Guy Rouff and followed with the Pledge of the Allegiance.

Approval of December 2019 Minutes:

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

Approval of Abstracts #13:

Councilwoman Neeca Root made a motion to approve the General Abstract #13 totaling \$743.93 and was seconded by Councilman Trevor Adams. All in favor, none opposed, the motion carries.

Councilwoman Neeca Root made a motion to approve the Highway Abstract #13 totaling \$44,751.94 and was seconded by Councilman Andrew Fuller. All in favor, none opposed, the motion carries.

Councilman Andrew Fuller made a motion to approve the Water Abstract #13 totaling \$89.52 and was seconded by Councilman Trevor Adams. All in favor, none opposed, the motion carries.

Approval of Abstracts #1:

Councilman Andrew Fuller made a motion to approve the General Abstract #1 totaling \$5739.07 if the charges made by Comptroller Brian Mcilroy for mailings that did not have a receipt were removed. 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 #1 totaling \$1864.12 and was seconded by Councilwoman Neeca Root. All in favor, none opposed, the motion carries.

Councilman Andrew Fuller made a motion to approve the Water Abstract #1 totaling \$675.33 and was seconded by Councilman Trevor Adams. All in favor, none opposed, the motion carries.

Town Supervisor (Treasurer) Report:

Town Clerk Tamara Congdon did not receive the requested supervisor report from Comptroller Brian Mcllory. The Board was unable to approve the report because it was not presented.

Town Clerk Annual Report and Monthly Report:

Councilman Andrew Fuller made a motion to accept the Clerk’s reports and was seconded by Councilwoman Neeca Root. All in favor, none opposed, the motion carries.

Revenue:

Dog License	\$ 68.50
Dog Pick up Fee	\$ 50.00
Certified Copy B/D	\$110.00
Total Revenue	\$228.50

Disbursements:

Paid to the Supervisor	\$217.50
Paid to the NYSDAM for the APCP	\$ 11.00
Total Disbursements	\$228.50

CEO Report:

Town Code Enforcer Officer Kim Fairchild explained how he was laying low because they had not hired an attorney yet. He also brought up the safety issues at the town hall. After a brief discussion with the Board, they decided to look into this issue further and table the discussion.

Highway Report:

Highway Supervisor David Putman told the Board he has the new truck, and the old truck is at the auction.

Park: Councilman Andrew Fuller explained to the Board that he collected \$146.00 for November and December. He stated he was pretty happy with what they have collected even though they have lost a good man. They have taken in a total of \$6172.00 for this year. Councilman Fuller also said the lake was down 2-3 feet, but he has collected some money over the last few weeks.

Old Business:

Supervisor Guy Ruoff had asked the Recreation committee to get together and look into getting the plans for the Park bathrooms.

Councilman Trevor Adams will be looking into replacing the swings at the Country Acres playground.

Supervisor Guy Ruoff thanked Councilwoman Neeca Root for her help with the codebook and Town Clerk Tamara Congdon will be printing and emailing the revised draft of this book to all the new members of the Board and whomever else has not received it yet.

The B.A.R. needs 5 members asap so that the County can get them signed up for their required training in May. Supervisor Guy Ruoff mention his wife may be interested in participating on this Board and after asking everyone at the meeting Paula Arnold volunteered.

New Business:

Town Clerk Tamara Congdon explained to the Board she was told it may be possible to waive the marriage license fee for active military and ask to look further into this. Supervisor Rouff and other members of the Board agreed to look further into this opportunity.

Town Clerk Tamara Congdon explained that a purchase was made at the Auburn Staples for a 2020 leather binder and blank cd's totaling \$37.93 and she needed to know who made this purchase for coding purposes. No one claimed this purchase so she will be looking further into this to make sure it was not a fraudulent charge.

Councilwoman Neeca Root asked to have the floors at the Town Hall professionally cleaned because it seems that they will not come clean from moping alone. Supervisor Guy Ruoff stated he has a cleaner at home he feels will clean the floors and not cost the Town any extra money.

Councilman Louis Martin asked that the Town stop charging residents of the Town fees for launching their boats at the park. Councilman Andrew Fuller abruptly said no. Supervisor Guy Ruoff asked that both members of the Board take the month and gather their thoughts to present them at the next meeting for a vote.

Adjourn:

Councilman Andrew Fuller made a motion to adjourn the Regular Town Meeting on January 13, 2020, at 8:19 pm and Councilman Trevor Adams seconded it. All in favor, none opposed, the motion carries.