



TOWN OF HOPE

RE – ORGANIZATIONAL MEETING

JANUARY 14, 2019

- 1) A Re – Organizational and Regular Board Meeting of the Town of Hope, Hamilton County and the State of New York was held at the Town Hall, Route 30, Hope, New York on the 14th day of January 2019. Supervisor Steven Tomlinson called the meeting to order with the Pledge to the Flag at 7:00 PM.
- 2) Present:

Steven Tomlinson	Town Supervisor
Mark Stuart	Councilperson
William Witts	Councilperson
John E. Staurt Jr.	Councilperson
Dianna Downing	Councilperson
Zachery Colson	Highway Superintendent
Jill Dunham	Town Clerk

RESOLUTION #1

3) **APPROVAL OF MINUTES OF THE DECEMBER 10, 2019 REGULAR BOARD MEETING**

On a motion by Councilperson John Stuart, Jr., seconded by Councilperson William Witts, the following resolution was

ADOPTED Ayes 5 S. Tomlinson, W. Witts, M. Stuart, J. Stuart Jr., D. Downing
 Nays 0

- 4) Resolved that the minutes of the December 10, 2018 Board Meeting have been reviewed and approved as presented.

5) **PUBLIC COMMENT**

Present were: Joanne Robinson, Sharon Perella and Julie Sowle.

There were no public comments made.

- 6) Steven Tomlinson introduced Sharon Perella and Julie Sowle to the town board. He stated they asked to be put on the agenda to discuss in further length their desire to open a new tackle shop at 106A Creek Road.

Sharon and Julie advised that the name of the new tackle shop would be called Pa's Tackle Box. They are hoping to have it open within the next week. It will be open all year. They are hoping to add camp wood for sale as well and also will be in touch with DEC to inquire about selling hunting and fishing licenses. Supervisor Tomlinson asked them if they have talked to NYS about putting a sign up and the regulation requirements for that. They stated that had not even given that a thought but thanked him for his input. They will call them soon. There was further discussion on welcoming them and wishing them good luck. Ms. Perella and Ms. Sowle both asked if the town board was in approval of this venture. All town board members are in favor.

RESOLUTION # 2

7) AUDIT OF TOWN JUSTICE'S ACCOUNTING RECORDS FOR 2018

Judge Steven Daum was present to give the annual audit report on his Justice books for 2018. Judge Daum gave each board member the results and totals of all fines and surcharges for 2018. Each board member reviewed all his financial transactions for 2018. Jill will get the resolution and audit report emailed out this week.

On the approval to accept the report and 2018 financial audit by the court, a motion was made by Councilperson Mark Stuart, seconded by John Stuart, Jr. and the following resolution was:

ADOPTED	Ayes 5	S. Tomlinson, W. Witts, M. Stuart, J. Stuart Jr., D. Downing
	Nays 0	

- 8) Resolved was the approval of the audit report for the Town Justice's Accounting Records.

9) BUILDING/ CODE OFFICER'S REPORT

There is no report this month.

RESOLUTION # 3

- 10) Supervisor Tomlinson asked if anyone wanted to make changes to the regularly scheduled meeting dates and times. All town board members agreed to keep it the same.

On a motion by Councilperson Dianna Downing, seconded by Councilperson John Stuart Jr., the following resolution was

ADOPTED	Ayes 5	S. Tomlinson, W. Witts, M. Stuart, J. Stuart Jr., D. Downing
	Nays 0	

- 11) Resolved is that the date and times for the Regularly Scheduled Town Board Meeting will continue to be the second Monday of each month, starting at 7:00 PM.

RESOLUTION # 4

12) PAYMENT OF TOWN SALARIES

On a motion by Councilperson Dianna Downing, seconded by Councilperson John Stuart Jr., the following resolution was

ADOPTED Ayes 5 S. Tomlinson, W. Witts, M. Stuart, J. Stuart Jr., D. Downing
 Nays 0

- 13)** Resolved that Supervisor Tomlinson has been approved to pay town salaries.

RESOLUTION # 5

14) AUTHORIZING HIGHWAY SUPERINTENDENT SPENDING LIMIT

On a motion by Councilperson William Witts, seconded by Councilperson John Stuart Jr., the following resolution was

ADOPTED Ayes 5 S. Tomlinson, W. Witts, M. Stuart, J. Stuart Jr., D. Downing
 Nays 0

- 15)** Resolved that Zachery Colson, Highway Superintendent has been authorized to spend up to \$1,000.00 without approval of the Town Board.

RESOLUTION # 6

16) TRAVEL ALLOWANCE PER MILE

On a motion by Councilperson John Stuart Jr., seconded by Councilperson Mark Stuart, the following resolution was

ADOPTED Ayes 5 S. Tomlinson, W. Witts, M. Stuart, J. Stuart Jr., D. Downing
 Nays 0

- 17)** Resolved that the travel allowance rate will be \$0.58 per mile.

RESOLUTION # 7

18) NAME THE OFFICIAL BANK FOR THE TOWN OF HOPE

On a motion by Councilperson John Stuart Jr., seconded by Councilperson Dianna Downing, the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 19)** Resolved that the official bank for the Town of Hope will be NBT Bank.

RESOLUTION # 8

20) NAME THE OFFICIAL NEWSPAPER FOR THE TOWN OF HOPE

On a motion by Councilperson William Witts, seconded by Councilperson Mark Stuart, the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

21) Resolved that the official newspaper for the Town of Hope will be The Leader Herald.

RESOLUTION # 9

22) PAYING OF BILLS AND CONTRACTUAL EXPENSES

On a motion by Councilperson William Witts, seconded by Councilperson Mark Stuart the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

23) Resolved that Supervisor Tomlinson has been authorized by the Town Board to pay power, phone, payroll, retirement monies, and other contractual expenses before audit is made.

RESOLUTION # 10

24) APPOINTMENT OF COMMITTEE MEMBERS

On a motion by Councilperson John Stuart Jr., seconded by Councilperson Dianna Downing the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

25) Resolved that the following committees have been approved.

Buildings:	W. Witts and M. Stuart
Cemeteries:	J. Stuart and D. Downing
Highway:	M. Stuart and J. Stuart
Landfill/Transfer Station:	D. Downing and W. Witts
Parks and Recreation:	D. Downing and M. Stuart

RESOLUTION # 11

26) APPROVAL OF HISTORIAN BUDGET TO ELIZA DARLING

Eliza darling has been appointed our Town Historian. Eliza has asked to spend the entire \$1300.00 budget the town gave her, to organize and lead events.

On a motion by Councilperson Mark Stuart, seconded by Councilperson Dianna Downing the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

RESOLUTION # 12

27) APPOINTMENT OF DEPUTY SUPERVISOR

On a motion by Councilperson John Stuart Jr., seconded by Councilperson William Witts the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

28) Resolved that Dianna Downing has been appointed to the position of Deputy Supervisor.

RESOLUTION # 13

29) APPOINTMENT OF BUDGET OFFICER

On a motion by Councilperson John Stuart Jr., seconded by Councilperson William Witts the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

30) Resolved that Supervisor Steven Tomlinson has been appointed to the position of Budget Officer.

RESOLUTION # 14

31) APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDENT

On a motion by Councilperson John Stuart Jr., seconded by Councilperson William Witts the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

32) Resolved that Peter Robinson has been appointed to the position of Deputy Highway Superintendent.

RESOLUTION # 15

33) APPOINTMENT OF REGISTRAR OF VITAL STATISTICS

On a motion by Councilperson Mark Stuart, seconded by Councilperson Dianna Downing the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, S. Tomlinson, J. Stuart Jr., D. Downing
 Nays 0

34) Resolved that Jill Dunham has been appointed Registrar of Vital Statistics.

RESOLUTION # 16

35) APPOINTMENT OF DEPUTY TOWN CLERK, TAX COLLECTOR, AND REGISTRAR OF VITAL STATISTICS

On a motion by Councilperson John Stuart Jr., seconded by Councilperson Dianna Downing, the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 36)** Resolved that Marleen Webster has been appointed to the positions of Deputy Town Clerk, Deputy Tax Collector, and Deputy Registrar of Vital Statistics.

RESOLUTION # 17

37) APPOINTMENT OF CODE/BUILDING INSPECTOR

On a motion by Councilperson Dianna Downing, seconded by Councilperson Mark Stuart the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 38)** Resolved that Mike Stewart has been appointed Code/Building Inspector for the Town of Hope.

RESOLUTION # 18

39) AMBULANCE CONTRACT

On a motion by Councilperson Dianna Downing, seconded by Councilperson Mark Stuart the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 40)** Resolved that the ambulance contract between the Town of Hope and Northampton Ambulance Service has been reviewed and approved for the year 2019.

RESOLUTION # 19

41) FIRE CONTRACT

On a motion by Councilperson John Stuart Jr., seconded by Councilperson Mark Stuart the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 42)** Resolved that the fire contract between the Town of Hope and Northville Fire Department has been reviewed and approved for the year 2019.

RESOLUTION # 20

43) HOPE/ BENSON TRANSFER STATION CONTRACT

On a motion by Councilperson John Stuart Jr., seconded by Councilperson Dianna Downing the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 44)** Resolved is the approval of the current Town of Hope and Town of Benson Transfer Station contract.

RESOLUTION # 21

45) AGREEMENT FOR ASSESSMENT PURPOSES

On a motion by Councilperson Dianna Downing, seconded by Councilperson John Stuart Jr., the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 46)** Resolved that an agreement by and between the Towns of Hope, Benson, and Wells for assessment purposes has been approved.

RESOLUTION # 22

47) CONTRACT WITH NORTHVILLE CENTRAL SCHOOL FOR USE OF THE TOWN BALL FIELD

Supervisor Tomlinson distributed a copy of the contract that has been written between the Town of Hope and Northville Central School regarding the use of the Town of Hope's Ball Field.

On a motion by Councilperson Dianna Downing, seconded by Councilperson Mark Stuart the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 48)** Resolved is the approval of the contract with Northville Central School for the use of the Town Ball Field. Jill will mail the contract out this week.

RESOLUTION # 23

49) APPROVAL OF BUDGET ADJUSTMENTS FOR 2018

On a motion by Councilperson Mark Stuart, seconded by Councilperson John Stuart Jr., the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 50) Resolved is the approval for Hamilton County Treasurer to make necessary budget adjustments for 2018.

RESOLUTION # 24

51) APPROVAL OF TOWN GENERAL FUND ABSTRACT 12A & 1

On a motion by Councilperson Dianna Downing, seconded by Councilperson Mark Stuart, the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 52) Resolved that the Town General Fund 12A & 1 have been reviewed and approved for payment.

RESOLUTION # 25

53) APPROVAL OF TOWN HIGHWAY FUND ABSTRACT 12A & 1

On a motion by Councilperson John Stuart Jr., seconded by Councilperson William Witts the following resolution was

ADOPTED Ayes 5 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
 Nays 0

- 54) Resolved that the Town Highway Fund 12A & 1 have been reviewed and approved for payment.

55) HIGHWAY SUPERINTENDENT'S REPORT

Highway Superintendent Zachery Colson presented the board with a description and price quote for a bucket truck he would like to see the town purchase for cutting brush. He explained that sometimes he must wait two months to use the Town of Edinburg's since so many towns use it and when he does get it there is no guarantee that the weather will permit for him to use it then. There was discussion by the town board members. It was recommended by the town board to get a couple of prices from various sources and do some research on a rental option since we will get reimbursed from the county if we cut brush back on county roads.

Highway Superintendent also reported on the following for his monthly report:

- 1) We have been trimming brush on Creek Road. We are trying to cut as much brush as possible in hopes to catch up a little bit on all the brush we must do this coming year.
- 2) Kyle Tomlinson is fitting in well. He is hard working and doesn't cause any conflict within the workplace. He takes direction well and has his own ideas on how to get projects done. In my opinion, he will be a good long term fit in the town.
- 3) I have a quote (which was disbursed to the town board members) from Gordon for what I would like to pave this year. If we get the same amount from CHIPS, EWR, and PAVE NY I will have \$50,276.48 that I can claim for reimbursement. This will

leave me about \$10,000.00. I was wondering if we could use money from the fund balance to pay for the difference.

- 4) I have been talking to Supervisor Tomlinson about possibly logging the back part of the property and using money from it to add 3 bays to the pole barn by the transfer station. These bays would be a huge help to the town because multiple pieces of equipment sit outside in the inclement weather year-round.
- 5) Some of my goals for this year are to trim more brush, maintain the cemeteries the same as last year, get our paving done asap, close in 3 bays of the pole barn to keep equipment warm in the winter, finish the trim on the highway garage, and have signs made for entering the town.

The town board asked that Superintendent Colson look further into the logging idea and bring back a more solid report on that next month. The town board agreed to go ahead with the signs, but also to find out the right of way for placement and report this next month to the town board.

RESOLUTION # 26

56) APPROVAL OF \$10,000.00 FROM THE FUND BALANCE FOR USE IN THE PAVING PROJECT ON CREEK ROAD

On a motion by Councilperson William Witts, seconded by Councilperson John Stuart, Jr. the following resolution was

ADOPTED	Ayes 5	S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr., D. Downing
	Nays 0	

- 57)** Resolved that the approval of \$10,000.00 be spent from the fund balance on the Paving Project on Creek Road.

58) CLERK'S COMMENTS

Jill requested the term dates for all board members so this can report to the county.

59) COUNCILPERSON'S COMMENTS

Councilperson Dianna Downing addressed Superintendent Colson regarding why on the last storm did plowing and sanding start late. Superintendent Colson advised that it didn't start late. There was a sick call in form an employee, so he had to stop plowing his normal route with his truck and come get the bigger truck to use. He did not get that call until almost a half hour into starting.

All board members advised that they are pleased with the direction the town is going.

60) SUPERVISOR'S COMMENTS

Supervisor Tomlinson reported the balance left in the General and Savings accounts. He also reported on the amount in CD's and interest collected in the savings. He advised the town board on the monies that will be coming from taxes and advises we are on schedule with

that. He noted that the Hope Fire Department would be getting the \$50350.00 they requested.

61) PUBLIC COMMENTS

There are no public comments.

With no further business on a motion by Councilperson Dianna Downing, seconded by Councilperson John Stuart Jr., the meeting of the Town Board of the Town of Hope was adjourned at 2013.

Respectfully submitted by Jill Dunham, Town Clerk

Meeting notes can be found at the Town of Hope website at: www.townofhopeny.org