

Town of Hope
Regular Board Meeting
February 10, 2020

- 1) Town of Hope Regular Board Meeting on March 9, 2020.
- 2) A 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 9th day of March 2020.
Supervisor Tomlinson called the meeting to order with the Pledge to the Flag at 1900.
- 3) Present: Steven Tomlinson Supervisor
 Mark Stuart Councilperson
 William Witts Councilperson
 John Stuart Jr. Councilperson
 Jill Dunham Town Clerk
 Zachery Colson Highway Superintendent

Dianna Downing has an excused absence.

RESOLUTION #20-35

4) **APPROVAL OF MINUTES OF February 10, 2020 RE-ORGANIZATIONAL BOARD MEETING**

All board members present received an electronic copy after the last monthly meeting. No additions or corrections noted to be taken.

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

ADOPTED	Ayes 4	S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
	Nays 0	

- 5) Resolved that the minutes of the February 10, 2020 Re-Organizational Board Meeting have been reviewed and approved as presented.

6) **PUBLIC COMMENTS**

Present were Joann Robinson, Peter Robinson, and Harry Downing.

No public comments were made at this time.

7) **BUILDING / CODE OFFICER REPORT**

Supervisor Tomlinson also distributed the monthly report delivered by Code Officer Stewart. It reads as follows:

1. I issued no new permits in February.
2. I completed the required codes report for the state.
3. I completed the annual report for the Census Bureau.
4. The website had 737 visits in January.
- 5.

8) **UPDATE ON PROGRESS ON THE PREPARING EFFORTS OF THE CORONA VIRUS IN HAMILTON COUNTY**



Supervisor Tomlinson advises that he met with Hamilton County Director of Nursing, Erica Mahoney several times regarding the Corona Virus and how Hamilton County is preparing. He states as of this date there are no known active cases of the virus present in Hamilton County. The Nursing Services have been working closely with the Hamilton County Sherriff's Department and their Dispatch Center, along with the State Police to ensure the protocol is followed if they are encountered with anyone with the suspected virus. Supervisor Tomlinson went on to add that the county feels prepared with protocols in place and equipment that may be necessary. He added that Ms. Mahoney states there are avenues for those effected to reach out to them for, such as, food for 14 days of quarantine, as well as Airbnb and hotel accommodations for the families of those affected. NYS currently does have testing kits available in Albany. If they are needed in Hamilton County, The Nursing Service will reach out to them and are confident they could be here in a few hours. Supervisor Tomlinson states there are daily updates coming in and he will keep everyone posted of them.

RESOLUTION 20-36

9) **APPROVAL OF PAY ROLL 4 & 5**

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

ADOPTED Ayes 4 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
 Nays 0

7) There was an approval for Pay roll 4 & 5

RESOLUTION # 20-37

8) APPROVAL OF HIGHWAY FUND ABSTRACT 2A & 3

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

ADOPTED Ayes 4 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
 Nays 0

9) Resolved that the Town Highway Find Abstracts 2A & 3 have been reviewed and approved.



RESOLUTION #20-38

10) APPROVAL OF TOWN GENERAL FUND ABSTRACTS 2A & 3

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

ADOPTED Ayes 4 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
 Nays 0

11) Resolved that the Town General Fund Abstracts 2A & 3 have been reviewed and approved.

RESOLUTION 20-39

12) APPROVAL OF THE 2019 AUD REPORT

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

ADOPTED Ayes 4 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
 Nays 0

13) Resolved is the approval of the 2019 AUD Report.

14) UP TO DATE INFORMATION REGARDING THE FIREHOUSE PROJECT

Supervisor Tomlinson states he met with Town Attorney Michael Polland regarding the contract between to the Town of Hope and Hope Volunteer Fire Department. He states everything looked to be in order in the contract and he should have a copy to distribute to the town board members in a few days. From there, if approved, the contract with be sent to Fire Chief Peter Robinson and their attorney for their approval. Once the contract is finalized, the project site work can begin. He explained that doing a walk through with a contractor he was able to get an estimate of approximately \$100,000.00 for the project. This would include a new roof, siding for both the firehouse and storage building, automatic generator, new furnace, new well and all new interior. The board was in agreeance to continue to move ahead with the project. When completed this will be a firehouse and Municipal Center.



RESOLUTION 20-40

15) RESOLUTION ALLOWING HAMILTON COUNTY TO POST WEIGHT RESTRICTIONS ON TOWN ROADS FOR THE YEAR 2020

Jill will complete the entire resolution and forward this to Supervisor Tomlinson.

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

ADOPTED Ayes 4 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
 Nays 0

16) Resolved is the approval to allow Hamilton County to post weight restrictions on town roads for the year 2020.

17) HIGHWAY SUPERINTENDENT'S REPORT

Highway Superintendent Zachery Colson distributed a summary report for the month of February. It reads as follows:

1. I have been working on the paperwork for the FEMA reimbursement. I have made a lot of progress on it and will be meeting with them this Wednesday for the scoping meeting.
2. We have been doing some work in the highway garage. We refurbished the office and created a break room. We cut a hole through one of the cinderblock walls and utilized a room that was getting very little use.
3. I will be going out to Viking Cives on Friday to have a Pre-installment meeting about our new truck. From this point we will be looking at 2-3 months to get the truck.
4. I am still working on the permit from DEC for the work we will be performing on Hope Falls Road. I have received word from the APA that approval from them is not needed for this work.

At this point Superintendent Colson discussed the forester summaries. He received two back. He learned that a lot of the foresters on the list work for the same company. Superintendent Colson added distributed written summary from Lake George Forestry Services, LLC and F & W. The town board members reviewed them and there was tabletop discussion about the reports. Under further review and discussion, the town board came to an agreement that they would like to meet with representatives from both companies to further get details on how the project will be. Councilman John Stuart Jr. asked if the project would require public vote. Supervisor Tomlinson is not sure, but he would look into it and get an answer. Superintendent Colson will reach out the foresters to set up a meeting.



RESOLUTION 20-41

18) APPROVAL TO INCREASE WAGE FOR TRANSFER STATION EMPLOYEE

Superintendent Colson explained that Transfer Employee, June Robinson, collects garbage for the town every other Monday. Since, she is working in the Labor position during those hours, he would like to increase her hourly rate to \$15.00/ hour for this time. The effective start date is 2/24/2020.

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

ADOPTED Ayes 4 S. Tomlinson, M. Stuart, W. Witts, J. Stuart Jr.
 Nays 0

19) Resolved was the approval to increase wages for the transfer employee when working in the labor position for the town.

20) TOWN CLERK'S COMMENTS

Town Clerk Jill Dunham advises she completed her first electronic death certificate. She states it is an easier process and requires less paperwork. With this, she will no longer be issuing the burial permits because that is also done electronically, and the funeral director can print them himself.

Miss Dunham also attended a meeting regarding emergency preparedness. Northville Central School is listed through American Red Cross as a site for Town of Hope residents. There is also a mobile unit that can be utilized for emergencies such as the Halloween storm that occurred. It was learned through this meeting that there was a lack of communication that prevented the Town of Hope from receiving the mobile unit. The details to remedy this are being worked out. There is more information to come as the plan evolves. Jill will keep everyone posted. The last thing Jill advises is that tax season is winding down and everything is on track regarding that.

21) COUNCILPERSON'S COMMENTS

Councilman John Stuart, Jr. asked if there was a working camera at the Transfer Station for safety purposes. Supervisor Tomlinson states there is not due to the fact it would require internet. Councilman Mark Stuart asked if Network Bridging was an available option through Spectrum. Supervisor Tomlinson did not know but will research the idea.



Supervisor Tomlinson asked Superintendent Colson to remove the railing outside the town hall. It does not need to be there to meet code since it is mostly at ground level. More soil will be brought in to level the ground out. He also asked that the town board allows a tree to be planted. The town board like that idea and William Witts may be able to get us one. To conclude, Supervisor Tomlinson thanked everyone for their continued hard work with all that is going on.

With no further business on a motion by Councilperson Mark Stuart, seconded by Councilperson William Witts, the meeting of the Town Board of the Town of Hope was adjourned at 1947. The next scheduled Town of Hope Town Board meeting will be held on April 6, 2020 at 7PM at the Hope Town Hall, located at 548 State Highway 30, Hope, NY.

Respectfully submitted by Jill Dunham, Town Clerk

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