

**TOWN OF COVERT  
TOWN BOARD MEETING  
MARCH 7, 2016**

The regular monthly meeting of the Town Board of the Town of Covert was held Monday, March 7, 2016 at 7:00 p.m. at the Town of Covert Municipal Building, 8469 South Main Street, Interlaken, New York.

<b>Roll Call:</b>	Supervisor Michael Reynolds	Present
	Councilman Jeffrey Vann	Present
	Councilman Gary Hunt	Present
	Councilman William Bishop	Present

**Others Present:** Town Clerk Colleen Freese, Highway Superintendent Jeffrey MacCheyne, Town Attorney Patrick Morrell, Reporter Aneta Glover and other interested citizens.

**Call to order:** Supervisor Reynolds called the meeting to order at 7:00 p.m. All rose for the pledge of allegiance.

Hunt moved, seconded by Bishop, to approve the February 8, 2016 Regular Board Meeting minutes with a correction. Aye Hunt, Aye-Vann, Aye-Bishop.

Presenter: Mark Wysong from Bay Geophysical Inc. shared that he has been hired by Cargill to perform a no-intrusive sub surface seismic survey. The purpose of the survey is to provide subsurface mapping information to aid in identifying any potential conditions that could present hazard to Cargill workers. Mark shared that the process is safe and, if there is any damage, they have insurance to cover that. Town Attorney Morrell looked over their insurance policy and approved the coverage they had.

Councilman Vann asked if the property owners were sent out letters to be notified and to get their permission. Mark explained that to perform the survey, Bay Geophysical is seeking permission to cross parcels of the land owners, letters were sent out and they have received about eighty percent back. Barry Ford asked if there is damage to the roads and who fixes them? Mark replied that they are responsible if there is any road damage. Brayton Foster said he has done a lot of this testing for years and it doesn't cause road damage.

Highway Superintendent MacCheyne shared that he had got two bids for tractors to do road side mowing. The John Deer tractor is the one he thinks would be the best buy because it is easier to get parts to fix John Deer Tractors.

Councilman Hunt reported that he met with a solar representative and asked him to look into seeing if there could be a co-op where the town people can be involved.

Councilman Vann reported that he and the Code enforcement Officer have been working on forms for building permits and should have them next month.

Supervisor Reynolds shared the information received by the Advisory Committee on Judicial Ethics from the Office of Court Administration. He shared that the Town Justice should disqualify herself when a town board member appears in any type of action before the judge. Attorney for the Town Morrell stated that this was a court matter not a town board matter.

Town Attorney Morrell shared that this month we finalized the contract with Iron Mountain and save the town about \$2,000.00.

Petitioners: Emily Aman asked, what is the total market value assessment for the Town of Covert? What did GAR take into consideration when they did these assessments? How can we accept a double assessment when we don't know how they arrived at these figures. They did not take into consideration the shape of the land. They never asked anything about the lands, we don't have timber on our land that can be harvested. There are so many errors in this reassessment; this is a very bad job.

Supervisor Reynolds suggested that people attend the GAR meeting and they will explain what you can do to provide information that they will consider to see if it may lower your new assessment.

Chuck Bosman stated that up until now, we have been reasonable with each other, last week "I received anonymous letter as well as other board members". These letters have been turned over to the Sheriff's Office and they are investigating and the person will be prosecuted to the fullest.

## 2-16 Resolution for Audit Correction

WHEREAS the NYS Comptroller's audit in 2015 noted areas where the Town of Covert should make changes or implement policies to guide future financial actions, and

WHEREAS the supervisor has recommended three policies, Fund Balance Policy, Fund Transfer Policy and Long Term Planning Policy and these have been reviewed by the board, Now Therefore be it

RESOLVED that the Town of Covert Board does adopt the three noted policies and continue to implement them, and also review each policy in a timely fashion as needed in the future.

### **Fund Balance Policy**

Unappropriated Unreserved Fund Balance means the difference between the total assets for a fund and the total liabilities, deferred revenues, encumbered appropriations, amounts appropriated for the ensuing fiscal year's budget, and amounts reserved for stated purposes determined through application of the system of accounts prescribed by the State Comptroller.

In accordance with the New York State Comptroller's guidelines, the Town of Covert seeks to have an unrestricted fund balance of \$40,000 to \$50,000 in each of its three

main funds: General Fund A, Highway town wide (DA) and Highway outside the village (DB). These funds represent approximately a two-month reserve in the event tax dollars are delayed or other unforeseen instance.

This unrestricted fund balance should not be doubled-up as the funds used to keep the tax increase down. The appropriated fund dollars included in the 2015 and 2016 budget are as follows

	2015	2016
General Fund	\$61,616	\$62,081
Highway Town wide (DA)	\$37,539	\$37,297
Highway Part-town (DB)	\$83	\$14,400

Motion by Vann, Seconded by Hunt, Vote: Aye-Hunt, Aye-Bishop and Aye-Vann

Vann moved, seconded by Hunt, to approve the Supervisor's income and expenditure report for February, 2016. Aye-Vann, Aye-Bishop, and Aye-Hunt.

Hunt moved, seconded by Bishop, to approve the Highway Superintendent's report for the month of February, 2016. Aye-Vann, Aye-Hunt, and Aye-Bishop.

Bishop moved, seconded by Vann, to approve the Town Clerk's monthly report and Tax Collector report for February, 2016. A total of \$406.50 was received and \$ 384.50 was remitted to the Town Supervisor. About \$1,687,572.45 was received for county taxes. Aye-Vann, Aye-Bishop, and Aye-Hunt.

Vann moved, seconded by Hunt, to approve the Code Enforcement Officer's report for the month of February, 2016. Aye-Bishop, Aye-Vann, and Aye-Hunt.

Hunt moved, seconded by Bishop, to approve the Dog Control Officer's report for the month of February, 2016. Aye-Hunt, Aye-Bishop and Aye-Vann.

Vann moved, seconded by Bishop, to approve Bay Geophysical Inc., who has been contracted by Cargill to perform a non-intrusive subsurface seismic survey in the Town of Covert. Aye-Hunt, Aye-Bishop and Aye-Vann

Hunt moved, seconded by Bishop, that Highway Superintendent MacCheyne is approved to order a 2016 John Deer Tractor # 6105E for the bid price of \$92,111.89. Aye-Bishop, Aye-Vann and Aye Hunt.

Hunt moved, seconded by Vann, that Highway Fund Vouchers #24-#34 in the amount of \$ 4018.94 and General Fund Vouchers #41-#61 in the amount of \$23,585.47 be approved for payment. Aye-Vann, Aye-Hunt, and Aye-Bishop.

Respectfully Submitted,

Colleen Freese, Town Clerk