

**TOWN OF COVERT
ORGANIZATIONAL MEETING
AND
MONTHLY BOARD MEETING
7:00 PM — JANUARY 09, 2017**

The organizational and regular meeting of the Town Board of the Town of Covert was held Monday, January 9, 2017 at 7:00 p.m. at the Town of Covert Municipal Building, 8469 South Main Street, Interlaken, New York.

Roll Call:	Supervisor Michael Reynolds	Present
	Councilman Gary Hunt	Present
	Councilman Jeffrey Vann	Present
	Councilman Bill Bishop	Present
	Councilman Leon Anderson	Present

Others Present: Town Clerk Colleen Freese, Highway Superintendent Jeffrey MacCheyne, Reporter Aneta Glover, Town Attorney Patrick Morrell 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.

ORGANIZATIONAL

- 1) Hunt moved, seconded by Bishop, that for the year 2017 the Town Board sets 50 cents per mile reimbursement as mileage allowance for personal vehicles used by Town Officers while performing official duties other than attendance at Town Board Meetings or Town Court Proceedings. Aye-Bishop, Aye-Hunt, Aye-Vann and Aye-Anderson
- 2) Vann moved, seconded by Hunt, to authorize that Community Bank, N.A., Interlaken Branch, be designated the official bank of the Town of Covert and Town Justice Schmidt and the Supervisor be authorized to invest town monies consistent with the requirements of New York State and with appropriate consideration given to elements of safety, liquidity and yield. Aye-Anderson, Aye-Hunt, Aye-Vann and Aye-Bishop.
- 3) Anderson moved, seconded by Vann, to authorize Highway Superintendent MacCheyne to spend up to \$500.00 per purchase to acquire equipment, tools, and implements and \$1,000.00 for repairs during 2017 without prior approval of the Town Board. Aye-Anderson, Aye-Hunt, Aye-Bishop and Aye-Vann.
- 4) Vann moved, seconded by Bishop, to designate the Interlaken Review as the official newspaper of the Town of Covert for the year 2017. Aye-Vann, Aye-Bishop, Aye-Hunt and Aye-Anderson.
- 5) Bishop moved, seconded by Hunt, to appoint Christopher Bulmahn as Dog Control Officer at the budgeted Salary and 50 cents per mile to Beverly Animal Shelter for the year 2017. A \$10.00 per day fee for each dog will be charged to the owner upon redemption of impounded dog from Beverly Animal Shelter plus a \$15.00 a day pick up fee. Aye-Hunt, Aye-Anderson, Aye-Bishop and Aye-Vann.
- 6) Vann moved, seconded by Hunt, to appoint John Poludniak as Code Enforcement Officer at the budgeted Salary and 50 cents per mile for the year 2017. Aye-Hunt, Aye-Bishop, Aye -Vann and Aye-Anderson.

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- 7) Vann moved, seconded by Bishop, to appoint John Hunt as cleaner for the Town of Covert Municipal Building, at the wage of \$9.70 per hour for the year 2017. Aye-Vann Aye-Hunt, Aye Anderson and Aye- Bishop.
- 8) Hunt moved, seconded by Anderson, to appoint Ralph E. Jones as cleaner for the Town of Covert Highway Department, at the wage of \$9.70 per hour for the year 2017. Aye-Vann Aye-Hunt, Aye Anderson and Aye-Bishop.
- 9) Vann moved, seconded by Bishop, to appoint Charles R. Freese as maintenance person for the Town of Covert Municipal Building, at the wage of \$9.70 per hour for the year 2017. Aye-Bishop, Aye-Vann, Aye Anderson and Aye-Hunt.
- 10) Vann moved, seconded by Anderson, to allow Supervisor Reynolds to file his 2016 annual report with the Town Clerk by the same date and in the same matter as Annual Report is required to be filed with the State Comptroller. Such authorization is allowed by Town Law Section 29 (10a). Aye-Anderson, Aye-Hunt, Aye-Bishop and Aye-Vann.
- 11) Vann moved, seconded by Anderson, to appoint Mr. Raymond Zajac Sr. to mow the lawns at the Municipal Building, Town Hall and Covert Cemetery for an amount not to exceed \$2,210.00 per year for the years 2017-2019. Aye-Anderson, Aye-Hunt, Aye-Bishop and Aye-Vann.
- 12) Hunt moved, seconded by Anderson, that the salaries of all elected and appointed officers shall be the amount indicated by the currently effective resolution or the amount budgeted in the 2017 budget. The Highway Superintendent shall set wages of hourly highway employees with concurrence by the Town Board, within the limits of the Highway Budget. Payment of salaries and wages shall be at times and dates that are legally permissible and mutually acceptable to the Supervisor and the recipients. Aye-Hunt, Aye-Anderson, Aye-Bishop and Aye-Vann.
- 13) Hunt moved, seconded by Reynolds, that the Personnel Policy and Procedures Handbook has new items and updates to be added, such as, the insurance buyout. There were concerns if there needs to be more clarity on the committees, how they operated, and who could be at the meetings. New copies of the updates will be given to the board members. Aye-Vann, Aye-Hunt, Aye-Bishop and Aye-Anderson.

APPOINTMENTS BY ELECTED OFFICIALS

Highway Superintendent MacCheyne appoints Glenn Boyes as Deputy Highway Superintendent for 2017.

Town Clerk appoints Leslie Adams-Compton as Deputy Town Clerk and Registrar of Vital Statistics, Tax Collector. Wage shall be \$10.00 per hour.

Town Justice Eileen Schmidt appoints Mary Gregg as Clerk to the Town Justice. Salary shall be as budgeted for the year 2017.

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Supervisor Reynolds makes the following appointments for 2017:

Bookkeeper and Secretary to the Supervisor -- Diane Bassette Nelson

Budget Officer -- Michael Reynolds

Deputy Supervisor -- Gary Hunt

Town Assessment Committee -- Michael Reynolds and Bill Bishop

Historian for the Town -- John Hunt

Highway Committee -- Gary G. Hunt, Chairman and Bill Bishop

Courts, Ordinances & Law Enforcement – Gary Hunt, Chairman and Bill Bishop

Utilities & Insurance -- Bill Bishop, Chairman and Gary Hunt

Personnel -- Jeffrey Vann, Chairman and Leon Anderson

Buildings and Grounds-- Gary G. Hunt, Chairman and Jeffrey Vann

Fire and Ambulance -- Leon Anderson, Chairman, Jeffrey Vann, and Michael G. Reynolds

Planning and Land Management Ordinance -- Jeffery Vann, Chairman and Leon Anderson

Any appointments which may have been overlooked shall continue to be filled by the incumbent subject to review by the appropriate appointing authority.

RETURN TO THE REGULAR TOWN BOARD MEETING

PRESENTER: Jeff Williams shared that the Cayuga-Seneca Community Action Agency (CSCAA) is pleased to sponsor the South County Transportation Corps (SCTC), this is a innovative program involving volunteers transporting people who need rides to medical and dental appointments or to other health related destinations such as eye clinics and pharmacies. This is people helping people, using their own vehicle, and getting paid 53 1/2 cents per mile to the destination and back. This program grew out of a resident health promotion of STEPS which stands for Seneca Towns Engaging People for Solutions.

Councilman Hunt shared that the Bicentennial Committee has been meeting and plans are coming together for different events. There are Bicentennial cups and calendar for sale around town to help with the cost of events being planned.

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Charles Bosman shared that there is a meeting coming up about the sales tax from the Largo facility and whether the monies will be shared with the Town. This tax could help the towns in Seneca County.

Approval of Minutes: Hunt moved, seconded by Bishop, that the year-end minutes from December 28, 2016 be approved. Aye-Hunt, Aye-Bishop, Aye-Anderson and Aye-Vann.

Vann moved, seconded by Anderson, that building permit application for Glen Galbreath of 9263 Hatch Road, to construct a new 21'x15' new additions on the north side of the existing property which does not meet the required 20 feet set back as required by the Land Management Ordinance, be referred to the Planning Board. A public hearing will be held February 13, 2017 at 7:00 p.m.. Aye-Anderson, Aye-Bishop, Aye-Vann and Aye-Hunt.

Anderson moved, seconded by Vann, to approve the Supervisor's Income and Expenditure Report for the month of December, 2016. Aye-Vann, Aye-Hunt, Aye-Bishop and Aye-Anderson.

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

Vann moved, seconded by Bishop, to approve the Town Clerk's monthly report. The total revenue was \$555.50 and \$368.34 was remitted to the Supervisor for the month of December, 2016. Aye-Vann, Aye-Bishop, Aye-Anderson and Aye-Hunt.

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

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

Hunt moved, seconded by Bishop, that the Highway Fund Vouchers #1-11 in the amount of \$14,718.29 and General Fund Vouchers #1- 12 in the amount \$98,286.56 be approved for payment. Aye-Anderson, Aye-Bishop, Aye-Hunt and Aye-Vann.

Hunt moved, to adjourn the meeting at 8:30 p.m. Aye-Vann, Aye-Hunt, Aye-Anderson and Aye-Bishop.

Respectfully submitted,

Colleen Freese, Town Clerk