

**LUMBERLAND TOWN BOARD 2016 YEAR-END**  
**MEETING MINUTES**  
**DECEMBER 29, 2016**

The Town Board of the Town of Lumberland held a 2016 Year-End Meeting on Thursday, December 29, at 6 p.m., at the Municipal Building in Glen Spey, N.Y. Supervisor Jenny Mellan opened the meeting at 6 p.m., followed by the Pledge of Allegiance.

Roll Call was administered to those members present:

Supervisor Jenny  
Councilman/Deputy Supervisor Leigh Sherman  
Councilman Joseph Carr  
Councilman James Akt  
Councilwoman Zoriana Gingold

Also present were Town Clerk Virginia Horn, Rose Carr, Court Justice Lorry King, Robert King, Bookkeeper Jeanne Mulcahey, Code Enforcement Officer David Sparling, Jay Shafer, Jack Shafer and Highway Superintendent Don Hunt, Jr.

Supervisor Mellan requested Court Justice Lorry King perform the swearing in ceremonies. Justice King swore in Zoriana Gingold as Councilwoman for the year 2017 and Jenny Mellan as the Supervisor for the year 2017.

**MONTHLY REPORT**

Fire Dept. – Nov.

**CORRESPONDENCE**

- #1 - NYS Ag & Markets Shelter Report**
- 2 – National School Choice Week Request (discussion)**
- 3 - Peak Powers Generator Reports**
- 4 - Historian & Museum 2016 Annual Report**
- 5 - Cultural Series 2016 Annual Financial Report**
- 6 - Grant Writer 2016 Annual Report**
- 7 - DVAA 2016 Decentralization Final Report**
- 8 - Comptroller's Newsletters**
- 9 - NYS Dept. of Health Food Service Inspection Report**
- 10 – SC 2016 Update-Local Highway System Inventory**
- 11 - Parks Service Invitation**
- 12 - DVAA notification – Cultural Series 2017 Concert Award**

Councilwoman Gingold made a motion to accept Correspondence #1 through #12, holding #2 for discussion, seconded by Councilman Carr, all in favor, so carried.

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Supervisor Mellan reported Item #2 was requesting the Town do a Proclamation recognizing National School Choice Week, however, in reviewing the listing of schools there were no schools listed in Sullivan County. The Board members agreed that they should just accept this as Correspondence.

### **PRE-FILED RESOLUTIONS**

**#150 - Encumber 2016 General Fund Monies**

**#151 - Highway Truck Purchase Approval & 2016 Highway Encumber Funds  
(Late File)**

**#152 - 2017 Smallwood/Mongaup Fire District Budget Amendment (Late File)**

Supervisor Mellan reported that Resolution #151 was to approve the purchase of a new highway truck along with encumbering funds from 2016 that is the remaining balance of funds not used. The Highway Superintendent reported he has no backup truck if one breaks down and this size truck will do the side roads and fill in if a full size truck breaks down. The Highway Superintendent also reported that he would like to encumber those funds not used this year towards the purchase of the new truck and surplus old equipment and use those funds towards the purchase which would mean no hit to the taxpayers. Supervisor Mellan noted that they can encumber \$36,700 from the remaining funds from 2016 and put that into the 2017 equipment fund. Supervisor Mellan reported they just received \$31,000 more in revenues than was budgeted for in 2016 for highway. Councilman Akt questioned if there was still enough money to buy the new full size truck which purchase was to be offset with grant monies? The Highway Superintendent verified yes. Supervisor Mellan noted there is \$120,000 in the highway reserve which could be used without touching monies in the highway savings account. Councilman Akt questioned when would we get the new pickup? The Highway Superintendent reported if he orders it now it should be here by February. Supervisor Mellan reported on the status of the grant for the full size highway truck, noting she completed the SEQRA paperwork and should have the final approval by spring. Councilman Akt questioned how long will we have to wait to get that truck? The Highway Superintendent reported within 3 to 6 months. Councilman Akt questioned when would they surplus the old highway equipment? The Highway Superintendent replied, hopefully, by the next meeting, noting he would use Auction International.

The Town Clerk reported when they received the tax warrant she noticed a discrepancy in the amount to be raised by taxes for the Smallwood/Mongaup Fire District. The Town Clerk noted she called the County tax offices and after a conference call with the County officials it was determined that the figures for Bethel changed and it altered the amount to be raised for the taxpayers in Chapin Estates in the Town of Lumberland. The Town Clerk verified it does not change our bottom line only the amount to be raised by those tax payers covered by the Smallwood/Mongaup Fire District.

(3) December 29, 2016

Supervisor Mellan reported the Board members received the 2017 listing of the holidays and sick and vacation time for employees.

The Board members reviewed and initialed the vouchers.

### **ABSTRACTS**

Councilman Carr made a motion to approve 2016 Year End- Audit and Approval of General & Highway Abstract#13, 2016 with General Fund Prepaid Claims in the amount of \$4,883.00, General Fund Claims 2016 A16 #650 - #694 in the amount of \$ 19,287.78, and Highway Funds 2016 H16 #495 - #567 in the amount of \$84,490.64, with a total of 2016 Year-End Abstract #13 of \$ 108,661.42, Seconded by Councilwoman Gingold, all in favor, so carried. Councilman Akt did not sign the Abstracts.

### **DISCUSS TOWN BUSINESS**

Code Enforcement Officer, Dave Sparling, reported there are only 6 houses in Chapin Estates. The Deputy Town Clerk reported that most of the vacant parcels in Chapin Estates 2016 town taxes were not paid by the end of the 2016 tax season.

Supervisor Mellan reported the town is looking good at the end of the 2016 budget, noting we have a few bills left and are still around \$260,000 under budget in the General Fund. Councilman Akt noted that the last Board took care of a lot of things that needed to be done. Supervisor Mellan noted that the Historian did a lot with energy efficiency measures which saved a lot of money.

Supervisor Mellan reported she talked to the Attorney for the Town regarding the Shafer Heights Road matter, noting as soon as the Attorney receives the Title Search and everything is in order the Town will take ownership of the road.

Supervisor Mellan reported the year-end budget modifications will be done by the January 11<sup>th</sup> meeting. Supervisor Mellan noted the accountant stated we did the year-end transfers too early last year so is recommending waiting until the final 2016 Abstract is done.

Councilman Akt questioned if we got letters from the Planning Board with their recommendations for appointments? The Town Clerk reported she received the letters and they are attached to the appointments resolution they correspond to for the Re-Org Meeting next week.

Councilman Sherman questioned how the zoning rewrite was going? Dave Sparling reported there should be one more meeting.

Supervisor Mellan reported she received an engagement letter from the Accountants they used last year to do the Town's annual audit which gets sent to the State. Supervisor

(4) December 29, 2016

Mellan noted the quote for this year's audit is \$9,100. The Bookkeeper reported on the procedure of the audit.

The Board discussed the appointment of a new Court Clerk, agreeing to re-advertise the position. The Board members agreed to put the deadline for applying for January 20<sup>th</sup>. Supervisor Mellan requested the Town Clerk contact Justice King to contact the person who previously was not able to come in for an interview and the person who applied too late.

The Board members agreed to hold 2016 departmental book audits on Wednesday, January 18<sup>th</sup> starting at 6:30 p.m.

Supervisor Mellan questioned if the one charge on the town charge card bill was verified? The Town Clerk noted she contacted the company who clarified that it was a purchase by a town employee.

The Deputy Town Clerk reported she has not heard back from the 2<sup>nd</sup> Engineer if they wanted to be re-appointed. Supervisor Mellan reported John Fuller was the only one who responded that he was interested in the position, noting she will call him to verify. The Code Enforcement Officer verified that Fuller was interested, noting that we need a backup Engineer if there is a conflict with our Town Engineer.

Dave Sparling reported they only had one problem with the new phone system in the offices all year.

Councilman Akt reported that Smith Plumbing comes in and fixes what needs to be done when nobody in town wants to handle the work.

Councilman Carr made a motion to adjourn at 6:47 p.m., seconded by Councilwoman Gingold, all in favor, so carried.

Respectfully Submitted,

Virginia V. Horn  
Town Clerk