MINUTES OF THE MEETING OF THE TOWN BOARD

TOWN OF RICHLAND 1 BRIDGE STREET, PULASKI, NY

DATE: September 26, 2017

KIND OF MEETING: Budget Meeting with the Town Board / Opening of RFP for Records Room

PLACE: Grand Jury Room, H. Douglas Barclay Courthouse Pulaski, NY

BOARD MEMBERS PRESENT: Supervisor Dan Krupke

Councilman Kern Yerdon

Councilwoman Allen Goodsell (Absent)

Councilwoman Donna Gilson Councilwoman Sue Haynes

OTHERS IN ATTENDANCE: Jennifer Mackie, Pop Warner Rep.

CEO/ZEO John Howland

Highway Superintendent John Fox Town Clerk, Millie Newcomb

CALL TO ORDER: The meeting was called to order at 6:02 p.m. with Supervisor Krupke leading in the Pledge of Allegiance.

PUBLIC COMMENT: Jennifer Mackie with Pop Warner would like to address the Board. She is interested in the BAN for the Haldane Center and what is it all about. Supervisor Krupke explains the BAN is the money that the Town borrows to pay for the new Chillers and the new Roof. He further explains that the Town has to spend the money on the improvements before the Town gets reimbursed from the State. The Town of Richland is borrowing the money for the period of one year to make sure everyone that works on the building gets paid in a timely manner. Mr. Krupke explains that the grant for the improvements is \$260,000 but the Town has to come up with \$90,000 of its own money which was budgeted for under the Haldane Reserves. As the money is spent, the Town of Richland will submit payment to New York State for reimbursement. The Roof was in the range of \$90,000, the chiller was \$145,000. As you can see that has eaten up a large chunk of the money. Other projects of the grant will be fencing around the ball fields, addition of a pavilion, improvements to the walking trail, interpretive signage, and perhaps exercise stations. Ms. Mackie asked the board in regards to the pavilion, is there any way to have it changed to a Community Building. The reasons for storage of equipment for football, soccer, baseball and a possible bathroom. Supervisor Krupke advises

Ms. Mackie that the Bathroom is an unrealistic with this grant because of the significant costs. She tells the board that she has spoke to a few Contractors that would be willing to dig the trenches for the water and electrical if they were able to come up with the funding for the Building. She has gotten a few quotes for around \$20,000 to get a nice concrete 24x24 building. Nothing has been planned as of yet and Mr. Krupke explains it is something the board will work on over the winter. He also advises that he is not sure it's something the State would approve to modify the intentions. If it's agreed upon, then it's something the Board will look into. The other problem per Mr. Fox is a septic system and a pumping station. Mr. Fox isn't sure a pump could pump everything from that building back to the Haldane Building. The cost of the pump or a septic system could be costly. Supervisor Krupke also advised Ms. Mackie that any kind of improvements done on the fields at the Haldane must have board approval.

RESOLUTION FOR BAN: Supervisor Krupke would like to enter into an agreement for a BAN with Pathfinder Bank for \$250,000. It's a callable note at 3.25% for a 1 Year term. Callable mean, the town can pay it off as the money comes in. Mr. Krupke doesn't see it lasting for an entire year. A motion to accept the BAN as described. Councilwoman Gilson made the motion with Councilman Yerdon seconding. With no discussion, all were in favor with a vote of 'AYE'.

RFP: Only 1 bid for the RFP for the Addition for the Records Storage Room on the back of the Water Building on County Route 41. The one bid was from Orwell Enterprises- Craig Sternberg. The bid was for \$29,800.00. This bid does not include Payroll, permit fees, site work. work/prep., no exact match to the current blocks but the blocks will be similar to style and color to the existing. The Bid does not include file storage or heat/ dehumidifier. This was the only bid received. Seven other Contractors in the area were mailed the bid. The Town has Budgeted \$35,000 for this project. A Motion to accept the RFP as presented was made by Councilwoman Sue Haynes, and seconded by Councilwoman Gilson. In a roll call vote, all were in favor with a vote of "AYE"

With this being a budget meeting, Mr. Howland asked the board if they have any questions for him. Supervisor Krupke asked if possible that Mr. Howland add extra time in the office. Mr. Howland advises the board that he has been working for the Town of Richland since 1996. He feels that he always makes himself accessible to the public. After a long discussion Mr. Howland advises that all the Towns that are comparable to the Town of Richland he does all the Zoning and Codes enforcement with no clerk and is accessible to the Public of the Town of Richland more than just one day a week.

Budget Officer Robert North was asked to explain how the figures for the budget came together. What is of most concern was the Tax Cap are the working funds, because the special districts have to pay for themselves and may or may not included in the tax cap. Appropriations on working funds is down \$ 56,000 or .02% over 2017. Revenues are down also almost \$100,000 or 11.8%. The fund balances that we used are up over 5% for 2017. The amount to

be raised by taxes is will be 1.58% . The Town is still under the cap by .24% $\,$. If the Board decided to go with the Budget tonight, a Public Hearing date and time has to be set. On the appropriations, some of the major concerns you want to see on the Budget are appropriations are up more than 47% and Judicial subdivision, Assessing unit is up \$20,000 because we have set up a revenue account a reval in 2019 or 2020. A few more years of putting money in this account there should be enough for that without taking out a loan. The telephone, postage, copier and paper, has been expended out of what is called Building Expenses which is called 1620.4. At the end of the year we make a budgetary transfer to correctly expended to each department. The contingent account to address the Judicial, records room, registrar bindings and reserves for the reval is \$53,000. For the 3rd year in a row the Ambulance Budget, and the Library has stayed constant, at \$141,000 and \$41,000 for the Library. The grant writer salary and expenses now will budgeted in the A Fund and not the B Fund because B is for Town Outside. You will notice how the B Fund is lower than last year. The Haldane revenue will no longer will be reflecting Utility revenue from the Salmon River Hockey Association in the A Fund because the Hockey Association will pay the bill directly to the Utility Company. In the past, the Town of Richland would pay the bill and the Hockey Association would reimburse the Town. The capital outlay is being used for upgrading the roads in the Cemeteries. If the Board looked at the Richland Cemetery it looks great thanks to John Fox for doing a great job. Its also in the budget for next year for the other cemeteries. The Contingent fund and B which is General Fund, Town Outside, the town could use the money that is in that account which is \$35,000 if the grant writer goes for more things outside the Village. The Building of the records room finishing, there is money set aside for that, for internal finishing of the records room, like Heating, shelving, lights. Supervisor Krupke advised the board, that the Town plans on looking for grants opportunities for the aforementioned items. The Playground in Richland, \$15,000 has been appropriated for contractual equipment, etc. The Park Association has never given the Town a set amount for the grant through Senator Ritchies Office. Per Supervisor Krupke, the Town of Richland has heard nothing about the grant. Mr. Krupke explains to the Board that the agreement to turn the Richland Hamlet Park over to the the Town of Richland is no further along as it's been. Nothing has been done to move along the transfer to the Town or as far as the Grant is concerned. With the grant, they had to come up with what they wanted to spend the money on. As far as the grant is concerned, it's up to the Richland Hamlet Association to move the process along. The paper work as far as the Board knows has been filed to Senator Ritchies Office. No expenses have been paid by the Town at this point. The Town Board feels it's not up to Town of Richland to chase after the grant since the Town is not technically involved. It's in the best interest of the Park Association to turn the ownership of the park over to the Town. Mr. North goes on to advise that the budget includes an increase the money for all fuels for all the contractuals for the Highway Department. The increase is 7-8%. The reserve for equipment is still in there in the amount of \$50,000. What is not in there is anything for the sale of equipment. Mr. Fox uses Auctions International. The only piece of equipment that is to be sold it the Gradall. Mr. Fox thinks we may be able to get \$15,000 for that. In Revenues, no drastic changes. At the end of it all, the Town of Richland has about 22% of the actual of all

funds in appropriations left. The State says 15% is a healthy fund balance. Also included is the impact statement for Exemptions. Salaries are next to be discussed. The Board would like to have a job description made up for various positions within the Township. Superintendent Krupke spoke to the justices about maybe increasing the clerk's hours to 3 hours. Although reluctant to the additional hours, the Boards position was that it was understood, with the addition of another courtclerk that the Judge's Office would be open at least 4 hours per day. The Board decided after a long discussion to raise the Supervisors Clerk and the Water Clerks salary to \$18.00 per hour and the Deputy Town Clerks hourly rate to to \$16.00 per hour. Special Projects Coordinator up to \$18.00 per hour. Also ZEO/CEO salary will be increased up 3%. A motion to have the Budget Hearing on October 17th at 6:00.was made by Councilwoman Haynes and seconded by Councilwoman Gilson. In a roll call vote, all were in favor with a vote of 'AYE. A motion to move the Regular Town Board meeting from October 10th to October 17th at 6:00 pm was made by Councilman Yerdon and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of 'AYE'. DPW Garage discussion: The Board discussed the possibility of sending out a ballot type letter to the public to see how they feel about the new DPW facility. The Board has decided to send a letter to every property owner with all the information for the new facility. Informational Meeting will be held at a date specified with all residents of the Town to answer questions. It was decided to have the Public Meeting at the H. Douglas Barclay Courthouse. The Date for the informational meeting with be on October 17th at 7:00pm. Supervisor Krupke asked the Board if it would be possible to have the Budget Hearing at 5:00, The Regular Town Board Meeting at 6:00 pm and the Public Information Meeting about the DPW Barn at 7:00 pm. The Board was in agreement with the changes in the Meetings.

HALDANE UPDATE: The new Roof is complete and the Chiller was set today. Its should be up and running by the weekend.

Lease agreement with the Hockey Association for the Haldane Building. Supervisor Krupke will have Attorney Nelson look it over.

Discussion about the Highway agreement with Oswego County. The contract hasn't changed and it must be signed and returned to the County by October 1st. If the Town of Richland wants the contract changed, Mr. Fox advised the Board to get working on it asap to get it to be enforced for 2019 Councilman Yerdon suggests that maybe an addium be added to the contract for this year. Superintendent Fox will get a hold of the County to ask about the addendum.

A motion to accept agreement to plow the county roads with the understanding that an addendum be added to the contract. The motion was made by Councilman Yerdon and seconded by Councilwoman Haynes. In a roll call vote, all were in favor with a vote of "AYE"

With nothing more to discuss, A motion to adjourn was made by Councilman Yerdon and seconded by Councilwoman Haynes. All were in favor with a vote of "AYE' 8:35

Respectfully Submitted by"

Millie Newcomb Town Clerk

NEXT TOWN BOARD MEETING: October 17, 2017

MEETING ADJOURNED:

Respectfully submitted by

Millie Newcomb Town Clerk

EXTRACT OF MINUTES OF MEETING OF TOWN BOARD ADOPTING BOND RESOLUTION

At a meeting of the Town Board of the Town of Richland, Pulaski, New York, duly held on the 26th day of September, 2017:

Present: Councilwomen Donna Gilson, Sue Haynes, Councilman Kern Yerdon and Supervisor Daniel Krupke

Absent: Councilman Allen Goodsell

<u>Councilwoman Gilson</u> presented the following resolution and moved that it be adopted:

BOND RESOLUTION DATED SEPTEMBER 26, 2017 OF THE TOWN BOARD OF THE TOWN OF RICHLAND AUTHORIZING NOT TO EXCEED \$250,000.00 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS TO FINANCE THE RECONSTRUCTION AND RENOVATION OF THE HALDANE MEMORIAL ARENA (INCLUDING THE PARK AND ICE RINK), INCLUDING NECESSARY SITE WORK, AND ACQUISITION OF ORIGINAL FURNISHINGS, EQUIPMENT, MACHINERY OR APPARATUS REQUIRED FOR THE PURPOSE FOR WHICH SUCH RECONSTRUCTED AND RENOVATED FACILITY IS TO BE USED, AT AN ESTIMATED MAXIMUM COST OF LEVY \$250,000.00, **OF** TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED by the Town Board (the "Board") of the Town of Richland, New York (the "Town") as follows:

Section 1. The Town shall reconstruct and renovate the existing Haldane Memorial Arena (including the park and ice rink), including site work, and acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such reconstructed and renovated facility is to be used and pay incidental costs

related thereto at a maximum cost of \$250,000, as more particularly described in Section 3 hereof.

Section 2. The Town is hereby authorized to issue its serial general obligation bonds (the "Bonds") in the aggregate principal amount of not to exceed \$250,000 pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein.

Section 3. The class of objects or purposes to be financed pursuant to this Resolution (the "Purpose") is the reconstruction and renovation of the Haldane Memorial Arena (including the park and ice rink), including necessary site work, and acquisition of original furnishings, equipment, machinery or apparatus required for the purpose for which such reconstructed and renovated facility is to be used and pay incidental costs related thereto.

Section 4. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Town Board, is \$250,000, (b) the Town Board has not previously authorized the expenditure of the funds necessary to finance the cost of the Purpose, and (c) the Town plans to finance the cost of the Purpose entirely from funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to and a grant from the New York State Office of Parks, Recreation and Historic Preservation.

Section 4. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 12(a)(1) of Section 11.00(a) of the Local Finance Law, and that the period of probable usefulness of the Purpose is twenty-five (25) years. The proposed maturity of the Bonds will <u>not</u> exceed five (5) years.

Section 5. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Town Board, is \$250,000, (b) no money has heretofore been authorized to be applied to the payment of the cost of the Purpose, and (c) the Town plans to finance the cost of the Purpose from funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the Supervisor of the Town, the chief fiscal officer.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the Supervisor of the Town. The Supervisor of the Town is hereby authorized to sign and the Town Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the Town Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the Town.

Section 8. The faith and credit of the Town of Richland, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. To the extent not available from

other sources, there shall be levied annually on all taxable real property of the Town, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 9. The Town hereby determines that the Project has been determined to be a Type II Action pursuant to the State Environmental Quality Review Act, the implementation of which as proposed has been determined not to have a significant effect on the environment.

Section 10. This Resolution shall constitute the Town's "official intent", within the meaning of Section 1.150-2 of the Treasury Regulations, to finance the cost of the Purpose with the Bonds and notes herein authorized. The Town shall not reimburse itself from the proceeds of the Bonds or notes for any expenditures paid more than sixty days prior to the date hereof, unless specifically authorized by Section 1.150-2 of the Treasury Regulations.

Section 11. This Resolution shall be published in full by the Town Clerk together with a notice in substantially the form prescribed by Section 81.00 of the Local Finance Law, and such publication shall be in each official newspaper of the Town. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. The firm Barclay Damon LLP is hereby appointed Bond Counsel in connection with the Bonds and bond anticipation notes herein authorized.

Section 13. This Resolution is not subject to permissive referendum and shall take effect immediately upon its adoption.

The Motion having been duly seconded by $\underline{\text{Councilman Yerdon}}$, it was adopted and the following votes were cast:

The foregoing resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF Oswego)

I, the undersigned Clerk of the Town of Richland, do hereby certify as follows:

- 1. A Regular Meeting of the Town Board of the Town of Richland, State of New York, was duly held on September 26, 2017, and Minutes of said meeting have been duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the Minutes of meetings of said Board. I have compared the attached Extract with said Minutes so recorded and said Extract is a true copy of said Minutes and of the whole thereof insofar as said Minutes relate to matters referred to in said Extracts.
- 2. Said Minutes correctly state the time when said Meeting was convened and the place where such meeting was held and the members of said Board who attended said Meeting.
- 3. Public Notice of the time and place of said Meeting was duly given to the public and the news media in accordance with the Open Meetings Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that the members of said Board had due notice of said Meeting and that the Meeting was in all respects duly held and a quorum was present and acted throughout.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Town of Richland this 26 day of September 2017

Town Clerk

[Seal]

LEGAL NOTICE

The resolution published herewith has been adopted on the 26th day of September, 2017, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Town of Richland is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the constitution.

Town Clerk Town of Richland

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The proposed maturity of the Bonds will not exceed five (5) years.

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Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the Supervisor of the Town, the chief fiscal officer.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level debt service, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the Supervisor of the Town. The Supervisor of the Town is hereby authorized to sign and the Town Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the Town Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the Town.

Section 8. The faith and credit of the Town of Richland, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and bond anticipation notes as the same respectively become due and payable. An annual

appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. To the extent not available from other sources, there shall be levied annually on all taxable real property of the Town, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

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Section 11. This Resolution shall be published in full by the Town Clerk together with a notice in substantially the form prescribed by Section 81.00 of the Local Finance Law, and such publication shall be in each official newspaper of the Town. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty

(20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

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