

January 12, 2015
Town of Albion Regular Board Meeting

Agenda:

1. Call Meeting to Order
2. Pledge of Allegiance
3. Exit Message
4. FYI: Remind residents to sign attendance sheet
5. Roll Call
6. Public Comment
7. Motion to approve the agenda
8. Motion to approve the minutes of the December 8 and 29 meetings.
9. Motion to approve payment of the Health care bills in the amount of \$7,438.67
10. Resolution to approve the vouchers
11. Heating/Cooling Proposals – Dan Strong
12. Executive session

December 8, 2014

WHEREAS, Governor Andrew M. Cuomo is strongly encouraging local governments to pool resources, share services and consolidate operations to improve efficiency and reduce costs to taxpayers; and

WHEREAS, whenever two or more local governments want to join forces to provide employee health insurance, Article 47 of the Insurance Law is triggered requiring difficult reserves to be established; and

WHEREAS, the onerous regulations of Article 47 have allowed only one consortium to form since 1991; and

WHEREAS, current State Insurance Law §§ 4237-a and 3231 prohibits local governments with fewer than 50 employees (and 100 employees beginning in 2015) from purchasing stop-loss insurance policies; and

WHEREAS, these State laws represent significant barriers to local government efficiency, shared services and cost savings for property taxpayers; now, therefore be it

RESOLVED, that the Albion Town Board does hereby urge Governor Andrew M. Cuomo and the State Legislature to amend State Insurance Law to allow municipalities to join county self-insured programs with adequate and appropriate actuarial safeguards, without triggering Article 47, and also allow county self-insured plans to buy stop-loss coverage for all municipalities within their plan, even those under 50 employees (rising to 100 employees in 2016); and be it

FURTHER RESOLVED, that the Town Clerk shall forward copies of this resolution to Governor Andrew M. Cuomo, Senator George Maziarz, Senator-Elect Robert Ortt, Assemblyman Steve Hawley, Assemblywoman Jane Corwin, NYSAC, Orleans County Towns, Villages, and the Albion School District, and all others deemed necessary and proper.

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Richard Remley authorizing the adoption of this Resolution. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye

Councilperson Richard Remley, aye

Supervisor Matthew Passarell, aye

Councilperson Jake Olles, aye

Councilperson Todd Sargent, aye

Supervisor Matthew Passarell: I need a resolution for the due to's/from.

Resolution #77 Due to's/Due from's

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Todd Sargent authorizing the Due to's/Due from's as submitted by Baldwin Business Services. Said listing of Do to's/Due from's in their entirety are hereby filed with and made a part of these minutes. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye

Councilperson Richard Remley, aye

Supervisor Matthew Passarell, aye

Councilperson Jake Olles, aye

Councilperson Todd Sargent, aye

Supervisor Matthew Passarell: I need a resolution for the animal control contract.

Resolution #78 Animal Control Contract

Whereas, the County in consideration of the payment to it by the Town, of the Sum of Money to be paid in the manner and at the times hereinafter particularly described, hereby covenants and agrees as follows:

- 1. The County through its duly appointed agents and employees within the corporate limits of the Town and County will carry out the duties and responsibilities of Animal Control Officer in the enforcement of the provisions of Article 7 of the Agriculture & Markets Law and any rules and regulations promulgated pursuant thereto.**
- 2. The County will provide and maintain a shelter or pound for seized dogs, will properly care for all dogs in such shelter and will humanely euthanize or make available for adoption, seized dogs not redeemed as provided in Article 7 of the Agriculture & Markets Law. Such shelter shall, at all times during the term hereof, be under the care and charge of a competent employee and shall be open to the public at reasonable hours.**

December 8, 2014

3. The County will follow the provisions of Article 7 of the Agriculture & Markets Law and any rules and regulations promulgate pursuant thereto in relation to the seizure, holding care, redemption and disposition of seized dogs.
4. The County will file and maintain a complete record of any seizure and subsequent disposition of any dogs in the manner prescribed by the Commissioner of Agriculture & Markets as well as any other records required by Article 7.
5. The County will retain any impoundment fees and other monies collected in carrying out the provisions of this agreement.
6. In consideration of the performance by the County of terms of this agreement, the Town hereby agrees to pay the Orleans County Treasurer the sum of \$4,980.44.
7. The Town shall pay the County the money set forth in paragraph 6 in two (2) equal payments, the first payment being due on or before July 1, 2015 and the second payment being due on or before December 21, 2015.
8. This agreement shall obligate the County to provide the services herein through December 31, 2015.
9. Both parties agree that the fees to be paid to the County from dog licenses fees for the years after expiration of this agreement, shall be agreed upon by October 1st of this agreement's expiring year.
10. This agreement shall commence on January 1, 2015 and terminate on December 31, 2015.

Motion was made by Councilperson Daniel Poprawski and was seconded by Councilperson Richard Remley authorizing the execution of this agreement. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion for the shared services.

Resolution #79 Shared Services

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Todd Sargent authorizing a letter to Chairman David Callard, Orleans County Legislature, stating that the Town of Albion will participate with the County in coordinating a shared services proposal. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion to pay Health Economics.

Motion was made by Councilperson Daniel Poprawski and was seconded by Councilperson Richard Remley authorizing a \$300.00 expenditure to Health Economics Group for a three month period to manage any year end expenditures on the employees benefits card. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion to send a letter of termination.

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Todd Sargent authorizing the Supervisor to send a letter to the Health Economics Group informing them of the termination of services effective March 31, 2015. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
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Supervisor Matthew Passarell, aye
Councilperson Todd Sargent, aye

Councilperson Jake Olles, aye

Supervisor Matthew Passarell: We will have a five minute break and then we will go into executive session.

Town Meeting Minutes – December 8, 2014

At 8:10 p.m. Executive Session began

Discussion over The Pillars. \$1,000.00 retainer given to Scott Kopp to commence private inspection at The Pillars.

At 8:17 p.m. ended Executive Session.

At 8:17 p.m. regular session resumed.

Motion on floor by Dick Remley to pay \$1,000.00 to Scott Kopp to initialize private inspection of The Pillars.
Motion seconded by Jake Olles.

Motion to end regular session by Matt Passerall, second by Dick Remley.

At 8:18 p.m regular session ended.

December 29, 2014

Town of Albion Year-End meeting held in the Town hall, 3665 Clarendon Rd.

Meeting called to order at 6:00 pm.

Pledge of Allegiance was said and the exit message was given.

Present were Councilperson Daniel Poprawski, Councilperson Richard Remley, Supervisor Matthew Passarell, Councilperson Jake Olles and Councilperson Todd Sargent.

Supervisor Matthew Passarell: I need a motion to approve the agenda.

Motion was made by Councilperson Daniel Poprawski and was seconded by Councilperson Richard Remley to approve the agenda with the addition of Falls Railroad letter and the Fire Contract. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a resolution approving the vouchers.

Resolution #80	Payment of Claims
Whereas, the following are against the Town:	
General A & B #'s – 400 – 430	\$ 42,082.73
Highway DA & DB #'s – 193 – 200	\$ 14,600.13
Water Districts #'s – 77 – 78	\$ 2,633.38
Sewer District #19	\$ 32.62
For a grand total of	\$ 59,348.86

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Daniel Poprawski to approve payment of the above listed claims. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a resolution for the year end transfers.

Resolution #81 Year – End Transfers
The transfers as submitted by Baldwin Business Services in their entirety are hereby filed with and made a part of these minutes.

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Jake Olles authorizing the transfers. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion to approve the health care bills.

Motion was made by Councilperson Daniel Poprawski and was seconded by Councilperson Richard Remley authorizing the payment prior to abstract of the Univera and CSEA health care bills in the amount of \$7,438.67. Motion carried by the following vote:

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Councilperson Daniel Poprawski, aye
Supervisor Matthew Passarell, aye
Councilperson Todd Sargent, aye

Councilperson Richard Remley, aye
Councilperson Jake Olles, aye

Supervisor Matthew Passarell: I need a resolution for the Attorney agreement.

Resolution #82 Attorney Retainer Agreement

The agreement in its entirety is hereby filed with and made a part of these minutes.

Motion was made by Councilperson Daniel Poprawski and was seconded by Councilperson Richard Remley authorizing the adoption of this agreement. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye **Councilperson Richard Remley, aye**
Supervisor Matthew Passarell, aye **Councilperson Jake Olles, aye**
Councilperson Todd Sargent, aye

Supervisor Matthew Passarell: I need a resolution for the ARC Contract.

Resolution #83 ARC Contract – Cleaning of the Town hall.

The Contract in its entirety is hereby filed with and made a part of these minutes.

Motion was made by Councilperson Daniel Poprawski and was seconded by Councilperson Richard Remley authorizing the adoption of this Contract. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye **Councilperson Richard Remley, aye**
Supervisor Matthew Passarell, aye
Councilperson Todd Sargent, aye

Supervisor Matthew Passarell: I need a motion to approve Denise's schooling.

Motion was made by Councilperson Richard Remley and seconded by Councilperson Jake Olles approving schooling for Denise Cornick, Court Clerk, in the amount of \$1,424.92. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye **Councilperson Richard Remley, aye**
Supervisor Matthew Passarell, aye
Councilperson Todd Sargent, aye

Supervisor Matthew Passarell: I need a resolution for Baldwin Business Services.

Resolution #84 Contract for Bookkeeping and Payroll Services

Baldwin Business Services would provide the following services for the fiscal year ending 12/31/15.

1. Provide Fund Accounting which will:

a.) Maintain separate account balances for each fund and special district, which will show current activity and end of month balance.

b.) Prove cash balances to bank statements

c.) Show inter-fund receivables and payables.

2 Review monthly warrant-sheets for appropriate coding. Prepare checks for payment. Pay town vouchers and contracts as instructed by the Town Board.

3. Allocate all cash receipts to appropriate accounts. Verify amounts for Tax Collection.

4. Provide all payroll services.

5. Certify payroll with County.

6. Provide monthly accounting reports. Reports will be available for your meeting each month.

7. Reconcile all bank accounts monthly.

8. Our firm will prepare budget worksheets, meet with the supervisor as needed to prepare the tentative budget for submission, meet with the town board if needed to create the preliminary budget. We will produce the hard copy of the final budget.

9. Our firm will also prepare the Annual Report for the Town of Albion.

10. I will make myself available on an as needed basis for fiscal review in the second, third and fourth quarters of each of the contract years.

11. Baldwin Business Services will assume any payroll penalties for non-compliance to Federal and State laws when town follows instructions provided to them by our firm in a timely manner.

The Town of Albion will pay Baldwin Business Services a fee of fourteen thousand five hundred dollars (\$14,500.00) for these services, plus \$340 per water district and \$900 for the sewer district, in addition to a monthly fee of \$250 for payroll services.

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Daniel Poprawski authorizing the Supervisor to execute the contract. Resolution duly adopted by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, nay
Supervisor Matthew Passarell, nay	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion for the Organizational meeting.

Motion was made by Councilperson Todd Sargent and was seconded by Councilperson Jake Olles authorizing the organizational meeting to be held on January 6, 2015 at 7:00 pm in the Town hall. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion to send a letter to Falls Railroad.

Motion was made by Councilperson Richard Remley and was seconded by Councilperson Todd Sargent authorizing a letter be sent to Falls Railroad to recoup the \$2,000.00 that is owed to the Town. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion to send an invoice to the Village.

Motion was made by Councilperson Jake Olles and was seconded by Councilperson Richard Remley to send an invoice to the Village of Albion for the over charge of the Fire District Contract for the 2013 and 2014 years in the amount of \$3,960.56. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
Supervisor Matthew Passarell, aye	Councilperson Jake Olles, aye
Councilperson Todd Sargent, aye	

Supervisor Matthew Passarell: I need a motion to close.

Motion was made by Councilperson Todd Sargent and seconded by Councilperson Daniel Poprawski to close the meeting at 6:24 pm. Motion carried by the following vote:

Councilperson Daniel Poprawski, aye	Councilperson Richard Remley, aye
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Supervisor Matthew Passarell, aye
Councilperson Todd Sargent, aye

Councilperson Jake Olles, aye