

Town of LeRay

Town Board Minutes

January 12, 2023

Call to Order

Proceedings of a Town Board Meeting held at the LeRay Town Municipal Office on January 12, 2023. The meeting was called to order at 4:00 p.m. by Supervisor Taylor who led the room in the Pledge of Allegiance.

Open Regular Meeting

Ronald C. Taylor – Supervisor, Melissa L. Verne – Town Clerk, Nathan Toutant – Clerk to Supervisor, Board Members in attendance: Samuel Biondolillo, John Eisenhauer, Michael Gracey, Lee Carpenter, James Burrows – Town Attorney, Jessica Jenack – Community Development Coordinator, Lee Shimel – Zoning Enforcement Officer, William Vargulick – Town Assessor, Dan Young – Highway Superintendent- Absent, Mike Altieri – Town Engineer, Kenny Kizzer – DANC - Absent
Additionally present- Janea Bartlett-SPCA and Patrick O'Donnell

Approval of Minutes

The minutes from the meeting held on December 8, 2022, were reviewed by the Board Members. A motion to approve the minutes as drafted was made by Councilman Carpenter and seconded by Councilman Biondolillo.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Comments from the Floor

Janea Bartlett from the SPCA spoke to the Board on emergency services. The SPCA does not provide emergency services as they are not equipped to do so. The Town needs to contract with a local veterinarian, but many veterinarians in Jefferson County are not taking after hour emergency services currently. Ms. Bartlett will get the Town a scope of work that the SPCA can handle, so we can then send an RFP out to local veterinarians for emergency services.

Public Hearing scheduled at 4:05 p.m. to consider Local Law #1-2023 (formally known as Local Law #7-2022) - to amend sections 158-6, 158-20, and 158 attachment 1, Schedule of District Uses of the Code of the Town of LeRay.

Supervisor Taylor opened the Public Hearing at 4:17 p.m. Supervisor Taylor asked Clerk Verne to read the Public Hearing Notice as published in the Watertown Daily Times on January 5, 2023. Supervisor then asked if there were any comments from the floor. No comments were made.

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter to close the Public Hearing.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Supervisor Taylor asked the Board if they had any other comments or questions regarding Local Law #1-2023.

Mrs. Jenack at that time went over the letter sent to the Board from the Jefferson County Planning Board.

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter to approve the Local Law #1-2023 - to amend sections 158-6, 158-20, and 158 attachment 1, Schedule of District Uses of the Code of the Town of LeRay.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Report from Community Development Coordinator – Jessica Jenack

Mrs. Jenack gave her monthly report. Mrs. Jenack discussed several projects the Planning Board had approved. A resolution was presented from Mike Lundy for the Town of Leray to take over the proposed infrastructure to support the construction of the LeRay Commons Park off Route 11, the Town Board did not approve at this time. The Town Board would like more clarity before approving, as well as final parcel numbers.

The next Comprehensive Planning committee meeting will be Monday, January 23rd at 1:00 p.m. and MS4 meeting will be March 16th at 3:00 p.m at the Village of Black River Offices. Mrs. Jenack presented training that each Planning Board member and herself have taken, as well as MS4 training the Highway Department has done.

Report from the Town Engineer – Mike Altieri

Mr. Altieri reported on the Water Storage tank, they are working with DOH on ideas to keep water from freezing. Well development has continued with the new tank site, Carey and Northstar. The Woodcliff easement is still in progress. Water District #3, the DOT was reviewing permitting documents on soil boring. Mr. Altieri submitted the Highway Garage project and the LeRay II Water project to the American Public Works Association for Awards and both were accepted, a banquet will be held for this, more information to come later.

Report from the Zoning Enforcement Officer – Lee Shimel

Mr. Shimel gave his monthly report. Mr. Shimel discussed Town Law on Unsafe Buildings. There are three (3) properties in the Town with unsafe buildings, he will give the property owners a chance

to fix them before proceeding. Mr. Shimel will take pictures and make a report to bring back to the Board, to make a determination.

A motion was made by Councilman Eisenhauer and seconded by Councilman Gracey to appoint Lee Shimel, as the zoning enforcement officer, to enforce the provisions of chapter 69, as stated in LeRay's Town Code.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Attorney Burrows explained how this law works to the Board. Attorney Burrows will look at our existing law, to see if it is up to date.

Report from the Town Assessor – William Vargulick

Mr. Vargulick discussed new exemptions available for taxes. Mr. Vargulick had more to discuss in executive session.

Report from the Town Clerk – Melissa L. Verne

	Cash Balances as of December 31, 2022		Current Month Abstract 1	
General Fund	\$	4,115,067.22	\$	44,876.90
Highway Fund-Town wide	\$	727,618.30	\$	100,710.93
Highway Fund-Town Outside	\$	309,425.09	\$	0
Expendable Trust	\$	787.88	\$	0
Consolidated Water District	\$	1,647,906.44	\$	21,458.19
Water District # 3	\$	6,369.16	\$	25.00
Sewer District # 1	\$	437,303.60	\$	6,810.69
Sewer District # 2	\$	7,852.09	\$	4,969.83
Sewer District # 3	\$	19,547.09	\$	8,242.02
Sewer District # 4	\$	249,172.88	\$	372.41
Capital Project # 1 (Taylor Rd)	\$	0.00	\$	0
Capital Project # 2 (Water Dist. 4)	\$	0.00	\$	0
Capital Project # 3 (Sewer Dist. 1)	\$	134,261.16	\$	0
Capital Project # 3A (Sewer Dist. 4)	\$	0.00	\$	0
Capital Project # 4W (Water 2 Imp)	\$	0.00	\$	0
Capital Project # 5 (Highway Fac.)	\$	0.00	\$	0
Trust & Agency	\$	21,897.00	\$	4,853.71

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey that Abstract #1 vouchers 1-166 in the amount of \$192,319.68 be paid from the above accounts.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter that the Evans Mills Branch of the KeyBank be designated as the depository for the Town of LeRay for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter that the schedule of salary payments be paid bi-weekly during the year 2023 with the exception of the Town Board and Planning board which will be paid on a quarterly basis.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Carpenter and seconded by Councilman Biondolillo that the Watertown Daily Times be designated as the official newspaper for the Town of LeRay for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter that the Evans Mills branch of KeyBank be designated as the depository for the Town Tax Collector for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter. Resolved, to approve the blanket undertaking bond covering all Town Employees as required by Section 25 of the Town Law, and it is further Resolved, that Town Justices are specifically covered under said Blanket Undertaking, as required by Public Officers Law Section 112).

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Carpenter and seconded by Councilman Biondolillo that Lee Shimel be appointed Constable for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey that the 2022 report of the Town Clerk was presented and examined, her monies turned over to the proper officials and that the detailed statement has been examined and filed.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to appoint Mary E. Hebert as Deputy Town Clerk for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Gracey and seconded by Councilman Carpenter that Melissa L. Verne be appointed Registrar of Vital Statistics and Mary E. Hebert be appointed as Deputy Registrar of Vital Statistics for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhauer and seconded by Councilman Biondolillo that Nathan Toutant be appointed as official delegate and Michael Gracey be alternate to attend the Association of Towns Meeting.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhauer and seconded by Councilman Carpenter to appoint Samuel Biondolillo as Deputy Supervisor for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey that the mileage for Town business will be the allowable IRS rate. (.655 cents)

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Carpenter and seconded by Councilman Biondolillo to appoint Lee Shimel as ZEO for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Gracey and seconded by Councilman Carpenter to appoint Deborah Biondolillo as the Planning Board Chairman for the year 2023.

The vote went as follows:					
Ayes:	4 –Eisenhauer, Carpenter, Taylor, Gracey	Nays:	0	Abstained:	1 – Biondolillo
The motion passed.					

A motion was made by Councilman Biondolillo and seconded by Councilman Carpenter to appoint Kerry Young to the Planning board, term to expire 12/31/2029.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey to appoint Christian Favret to the ZBA board, term to expire 12/31/2027.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Carpenter and seconded by Councilman Gracey to appoint Jan Oatman as the Zoning Board of Appeals Chairman for the year 2023.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Eisenhauer and seconded by Councilman Gracey to approve the salaries for Elected Officials and Town Employees as set forth, effective January 1, 2023.

Supervisor \$ \$32,500

Town Clerk/Tax Collector \$ 45,000
Deputy Town Clerk \$ 41,230
Highway Superintendent \$ 80,290
Town Board (4) \$ 6,500
Admin Clerk to Supervisor \$ 86,800
Assessor \$ 48,120
Justice (2) @ \$ 20,500
Confidential Clerk to Justice #1 \$ 41,230
Confidential Clerk to Justice #2 \$ 41,230
Court Attendant \$ 21.70/ hr.
Zoning Officer \$ 22,245
Zoning Board Chair \$ 4,235
Board Members (4) \$ 2,115
Planning Board Chairman \$ 10,645
Planning Board Vice Chairman \$ 5,300
Planning Board Member (6) \$ 3,690
Clerk to Planning/ Zoning Board \$ 37,975
Community Devel. Coordinator \$ 37,975
BAR (3) \$ 380

Clerk Verne discussed with the Board a water/sewer bill that had an extremely big leak, it will be referred to the Route 3 sewer board at their next meeting on February 13th, 2023, the customer would like to see about getting the sewer portion waived.

Councilman Carpenter talked about how he didn't think the black paper covering the Court Clerk's windows looks very professional and would like to get quotes for blackout shades for both the Court Clerk's windows and the Town Clerk's windows.

Councilman Carpenter also brought to the attention of the Board that he called ten (10) municipalities around the Town of LeRay, and they all close for all Federal holidays, including Martin Luther King Day and President's Day, some also close for Juneteenth.

A motion was made by Councilman Carpenter and seconded by Councilman Eisenhower to close for all Federal Holidays moving forward.

The vote went as follows:			
Ayes:	2- Carpenter, Eisenhauer	Nays:	3- Biondolillo, Gracey, Taylor
The motion did not pass.			

Councilman Carpenter also questioned whether the Town Offices should have an Automated External Defibrillator (AED) A discussion was had and it will be looked into.

A motion was made by Councilman Eisenhauer and seconded by Councilman Biondolillo to go into Executive Session at 5:56 p.m. for ongoing litigation.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

A motion was made by Councilman Biondolillo and seconded by Councilman Gracey to return to Regular session at 6:18 p.m.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Report from Nathan Toutant, Clerk to the Supervisor

Mr. Toutant presented the Board with quotes for roll off containers for the Transfer site station, Dan Young was unable to be present. DEW Builders has framed out and finished the interior petition for the security door, the door will be installed later in the week.

Mr. Toutant and Mr. Taylor met with representatives from Core & Main to discuss the updated radio water meter reading proposal. The proposal was presented to the Board. The total price for equipment, installation, and five years of software fees was \$439,419, which does not include labor of meter installation. This quote is good for 90 days. A decision was tabled until the Board gets cost of meter installation. If approved Mr. Toutant said this project is eligible for, American Rescue Plan Act (ARPA) funding, also known as Covid-19 Stimulus.

Mr. Toutant reported that the Town still has had no response from Jefferson County on the water position the Town has proposed.

A motion was made by Councilman Gracey and seconded by Councilman Biondolillo to adjourn the meeting at 6:44 p.m.

The vote went as follows:			
Ayes:	5	Nays:	0
The motion passed.			

Respectfully given:

Melissa L. Verne

Melissa L. Verne, LeRay Town Clerk