

The Special Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 28th day of December 2015.

Town Officer's Present: Peter J. Keys, Supervisor
David L. Becker, Councilman
Susan J. Sauer, Councilwoman
Joseph E. Aucter, Councilman
Steven Brooks, Councilman
Jonathan M. Bush, Highway Superintendent
Elizabeth B. Jones, Clerk
Errol A. Aucter, Town Justice

Attended by: Approximately 2 people

Supervisor Keys called the meeting to order at 6:01 p.m. with the Pledge to the Flag. This meeting was called to conduct end of the year business and other that comes forth.

**RESOLUTION NO. 138 OF 2015
APPROVAL OF MINUTES**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the minutes of the December 7, 2015 meeting are approved.

OPEN PUBLIC HEARING

The Public Hearing for proposed Local Law No. 2 of 2015 –To Rescind and Repeal Local Law No. 1 of 2015, was declared open at 6:03 p.m. by Supervisor Keys with proof of Publication in the Journal & Republican being acknowledged.

CLOSE OF PUBLIC HEARING

There were no questions or comments by the public; therefore, the public hearing was hereby closed at 6:04 p.m. by Supervisor Keys. After discussion, the following resolution was presented.

**RESOLUTION NO. 139 OF 2015
ADOPTING LOCAL LAW NO. 2 OF 2015
RESCIND AND REPEAL LOCAL LAW NO. 1 OF 2015**

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that the Board of the Town of New Bremen hereby adopts Local Law No. 2 of 2015 – To Rescind and Repeal Local Law No. 1 of 2015.

COUNCIL REPORTS

Councilman Becker obtained a copy of the Town of Lowville's local law pertaining to solar energy systems as previously discussed. Discussed briefly and no action taken.

Councilman Brooks is waiting to hear back from Lowe's on the installation of the fence at the New Bremen Rural Cemetery, and the grant funds still have not been received from the State Cemetery Division. He also attended the cyber security workshop and feels the Board should consider adopting a cyber security policy.

RESOLUTION NO. 140 OF 2015 APPOINTMENTS BY THE BOARD

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the following appointments are set as follows:

Registrar of Vital Statistics - Elizabeth B. Jones - 1/1/16 to 12/31/17
Deputy Registrar of Vital Statistics - Aimee L. Murphy - 1/1/16 to 12/31/17
Records Management Officer - Elizabeth B. Jones - 1/1/16 to 12/31/17
Court Clerk - Aimee L. Murphy - 1/1/16 to 12/31/16
DCO - Justin Hall - 1/1/16 to 12/31/16

HIGHWAY

Superintendent Bush stated the high bid for the 1984 Ford L9000 tandem was \$6,950.00. If the Board accepts the bid he will contact Auctions International notifying them of the Board's decision. After discussion, the following resolution was presented.

RESOLUTION NO. 141 OF 2015 ACCEPTANCE OF BID FOR SALE OF 1984 FORD L9000 TANDEM

On a motion of Councilman Aucter, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

WHEREAS, the Board of the Town of New Bremen did give permission for Auctions International to place the 1984 Ford L9000 Dump Truck on their website (auctionsinternational.com) for bid for sale, and therefore be it

RESOLVED, the highest bid of \$6,950.00 for the purchase of said dump truck is accepted, with a \$30 listing fee, which is the Town's responsibility, being deducted from the bid price.

HEAT AND CO2 DETECTORS

Superintendent Bush contacted Ward Dailey, Co. Building Codes Officer, pertaining to CO2 detectors and their regulations. Two (2) CO2 detectors are required to bring us up to code. One (1) in the break room in the garage and one (1) in the office building. There are two (2) options – 1 – NCC quoted installation of 2 CO2 detectors, which would be tied in to our existing fire alarm system for \$1225.00 or 2 – we purchase 2 (two) standard CO2 detectors in a hardware store and install them ourselves. It is not required to have them tied in to our fire alarm system. Further discussed the replacement of the heat detectors in the garage, as previously brought to the board. After discussion, the following resolution was presented.

**RESOLUTION NO. 142 OF 2015
APPROVAL TO PURCHASE NEW HEAT DETECTORS & CO2 DETECTORS**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Board of the Town of New Bremen approves the replacement of the heat detectors in the garage by NCC Systems per quote - \$1990.00, and be it further

RESOLVED, Superintendent Bush is authorized to purchase and install two (2) CO2 detectors as discussed.

**RESOLUTION NO. 143 OF 2015
COUNTY SNOW AND ICE CONTROL AGREEMENT**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

WHEREAS, the Board of Legislators of Lewis County adopted Resolution #476 on December 22, 2015 designating the improved roads of the County Road System of the County from which snow and ice should be removed there from, and

WHEREAS, the County Superintendent of Highways was authorized to enter into agreement with the Towns for the aforementioned purpose during the fiscal years of 2016 - 2019 at the rates as specified in the Agreement, now therefore, be it

RESOLVED, that the Town Superintendent of Highways of the Town of New Bremen, Lewis County be and hereby is authorized and directed to enter into agreement with the County of Lewis to remove snow and ice from the improved County Road System as shown on the agreement filed in the Clerk's office.

*Copy of said agreement to be incorporated at the end of these minutes.

DEPUTY HWY. SUPERINTENDENT

Donald L. Glenn was appointed as Deputy Highway Superintendent by Superintendent Bush. Appointment was approved by the Board.

ASSESSOR

Supervisor Keys read a brief report from Assessor Ball on the progress of the reval, he will be attending the January meeting to give a full update at that time. Data Collector, David Jones, submitted his resignation on December 8, 2015. After discussion, the following resolution was presented.

**RESOLUTION NO. 144 OF 2015
ADVERTISE FOR DATA COLLECTOR**

On a motion of Supervisor Keys, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Clerk Jones is to place an advertisement in the Journal and Republican for 2 weeks for the position of Data Collector, with interviews to be conducted by Assessor Ball.

**RESOLUTION NO. 145 OF 2015
MEETING DATES, TIME & PLACE SET**

On a motion of Supervisor Keys, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the regular Town Board Meetings will be held on the second Monday of the Month at 6:00 p.m. at the Town Municipal Office Building.

**RESOLUTION NO. 146 OF 2015
MILEAGE REIMBURSEMENT RATE**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the mileage reimbursement rate will be the same rate as the federal/state government, which is currently set at 54 cents per mile.

**RESOLUTION NO. 147 OF 2015
BANK DESIGNATION**

On a motion of Supervisor Keys, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Bank Designation will be Community Bank in Lowville.

**RESOLUTION NO. 148 OF 2015
OFFICIAL NEWSPAPER**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Official Newspaper will be the Journal & Republican.

APPOINTMENTS

Supervisor Keys appointed Joseph Aucter as Deputy Supervisor and Errol Aucter as Historian. Terms as follows:

Joseph E. Aucter - Deputy Supervisor - 1/1/16 to 12/31/17
Errol A. Aucter - Historian - 1/1/16 to 12/31/17

**RESOLUTION NO. 149 OF 2015
AUDIT OF CLAIMS**

On a motion of Councilwoman Sauer, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #11 & #13 of 2015 in the following amounts.



General	Voucher #160 thru #166	\$1,192.36
Highway T-Wide	Voucher #123 thru #129	\$7,698.86
Highway T-Outside	Voucher #29 thru # 29	\$813.00

**RESOLUTION NO. 150 OF 2015
APPROVAL FOR PAYMENT OF BILLS PRIOR TO AUDIT**

On a motion of Councilman Becker, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, Supervisor Keys has permission to pay certain utility bills (ex: health insurance, communications, electric and natural gas) prior to audit to avoid late fee charges.

HOMELAND SECURITY

Supervisor Keys received a notice from the NYS Division of Homeland Security and Emergency Services that the Town will be receiving \$3,072.57 for the December 22, 2014 Winter Storm of Buffalo. Superintendent Bush asked that the funds be transferred to the equipment reserve fund along with the funds from the sale of the 1984 Ford L9000 Dump Truck. After discussion, the following resolutions were presented.

**RESOLUTION NO. 151 OF 2015
TRANSFER OF FUNDS**

On a motion of Supervisor Keys, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized to transfer the funds received from the NYS Division of Homeland Security and Emergency Services from the December 22, 2014 Winter Storm of Buffalo in the amount of \$3,072.57 to the Equipment Reserve Fund.

**RESOLUTION NO. 152 OF 2015
TRANSFER OF FUNDS**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized to transfer the funds received from Auctions International for the sale of the 1984 L9000 Tandem Dump Truck in the amount of \$6,920.00 to the Equipment Reserve Fund.

NBCIA

Robin Grunert, President of the NBCIA submitted a yearend report for 2015. Mrs. Grunert will no longer be serving as President of the NBCIA and had no luck finding a replacement. She spoke with the President of the Lewis Co. Fastpitch League and they will be doing some restructuring in the next few months that will bring on a new president and vice president and she will stay on as secretary/treasurer of the association.

SWEARING IN OF OFFICERS

Councilwoman Sauer was asked to swear in the newly elected officials. After, the following resolution was presented.

RESOLUTION NO. 153 OF 2015
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

WHEREAS, Peter J. Keys, of the Town of New Bremen, County of Lewis, New York, has been elected to the Office of Supervisor of the Town of New Bremen, and

WHEREAS, Joseph E. Aucter, of the Town of New Bremen, County of Lewis, New York, has been appointed to the Office of the Deputy Supervisor of the Town of New Bremen, and

WHEREAS, Elizabeth B. Jones, of the Town of New Bremen, County of Lewis, New York, has been elected to the Office of the Town Clerk/Tax Collector of the Town of New Bremen, and

WHEREAS, Errol A. Aucter, of the Town of New Bremen, County of Lewis, New York, has been elected to the Office of Town Justice of the Town of New Bremen, and

WHEREAS, Jonathan M. Bush, of the Town of New Bremen, County of Lewis, New York, has been elected to the Office of Superintendent of Highways of the Town of New Bremen, and

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of New Bremen that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Deputy Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property coming into his hands as such Deputy Supervisor; and

This undertaking of the Town Clerk/Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Clerk/Tax Collector; and

This undertaking of the Town Justice is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into his hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with American Alternative Insurance Corporation, in the sum of \$225,000.00 for the Supervisor, Deputy Supervisor, Town Clerk/Tax Collector to indemnify against losses through the failure of the officers, clerks and employees covered there under faithfully to perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered there under.

With no further business, on a motion of Councilman Becker, seconded by Councilwoman Sauer, the meeting was adjourned at 6:49 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector