

**MINUTES OF THE MEETING OF THE TOWN BOARD OF THE TOWN OF THURMAN,
NY HELD JUNE 13, 2017 AT THE TOWN HALL, 311 ATHOL ROAD, ATHOL, NEW
YORK, COMMENCING AT 6:30P.M....**

PRESENT: Mrs. Kathy Templeton, Councilwoman
Mrs. Joan Harris, Councilwoman
Mr. Michael Eddy, Councilman
Mrs. Cynthia Hyde, Supervisor

RECORDING SECRETARY: Susan E. Staples

The meeting was called to order by **Cynthia Hyde, Supervisor**

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

MOMENT OF SILENCE: A moment of silence was observed in honor of Charlie Dingman.

DISCUSSION BY THE BOARD: Reports were submitted by Councilman Eddy and, Councilwoman Templeton. See attachments.

TOPICS: The following topics were discussed by the board.

Councilwoman Harris was appointed as the Highway Liaison. Councilwoman Templeton was appointed as the Liaison for White Space. Councilman Eddy was appointed as the Liaison for the Water Project. The Board is looking for Youth Commission Volunteers. The Board wants to thank the district students from the Warrensburg School district who participated in the spring clean up. The Board is seeking volunteers for the Meals on Wheels program. Small Garbage Bags will go on sale again at the Town Hall only. This is a Buy One Get One Sale. The Board has agreed to holding a Separate Fiscal Meeting each month at 6 pm, on the Monday prior to the Regular Town Board Meeting, to review reports, bills ext. that pertain to the water system project. The Board

discussed policy for renting the Pavilion. The Board discussed the making of two town wide clean up days to possibly be held the weekend prior to the Fall Farm Tour and the weekend after Mother's Day. The board discussed posting videos of the Town Board Meetings on the Town's webpage. The Board thanked the residents of Thurman for the 88 pounds of food that was donated this month. The 2016 AUD is filed and available on the Town's website. The Board congratulated Robert and Eileen Barody on the success of their organic farm. The Board thanked Mr. Rich Morassey for his work on the neighbor hood watch program. The Board thanked the Mundys for a donation of a new POW Flag. The Board approved the placement of an ad in the PostStar for a **part time cemetery worker.**

PRIVILEGE OF THE FLOOR: Privilege of the floor was granted.

RESOLUTION # 98

Introduce by **Councilwoman Templeton** and Seconded by **Councilwoman Harris.**

RESOLUTION TO APPROVE MINUTES

The town board of the Town of Thurman approves the Minutes of the 05/09/2017 Regular meeting.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton **Nays~0**

RESOLUTION # 99

Introduced by **Councilwoman Harris** and Seconded by **Councilwoman Templeton.**

RESOLUTION TO PURCHASE STICKERS

The Town Board of the Town of Thurman approves the purchase of 15,000 Tyvek bands @ \$960.00 plus 1 setup fee @\$75.00 plus shipping @ 30.00 for a total of \$1,065.00. The tyvek bands will be numbered 1-15,000 and will be sold to secure to garbage bags that will be accepted at the town transfer station.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton, **Nays~0**

Town of Thurman

Town Board

PO Box 29, 311 Athol Road
Athol, NY 12810

RESOLUTION #100

Introduced by **Councilwoman Templeton** and Seconded by **Councilman Eddy**.

WHEREAS, Town of Thurman, with the assistance from Warren County Soil and Water Conservation District, has gathered information and prepared the Warren County Hazard Mitigation Plan; and

WHEREAS, the Warren County Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, Town of Thurman is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, Town of Thurman have reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by the Town Board that the Town of Thurman adopts the Warren County Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

ADOPTED this 13th day of June, 2017 at the meeting of the Town Board.

(Supervisor)

(Clerk)

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton, **Nays~0**

RESOLUTION #101

Introduced by **Councilwoman Templeton** and Seconded by **Councilwoman Harris**

RESOLUTION TO APPROVE THE FOLLOWING BUDGET ADJUSTMENT

\$2,308.20 from A1990.4 to A1320.4 for CPA hired by the town board per Resolution # 96.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton **Nays~0**

RESOLUTION #102

Introduced by **Councilman Eddy** and Seconded by **Councilwoman Harris**.

To approve eight yard dump box at Thurman Transfer Station

The town board of the Town of Thurman approves using an eight yard box for trash at the Thurman Transfer Station which will be dumped every other week. The price per month will be \$300.00 plus a monthly SRA fee of \$13.15. In the event it is necessary due to larger then expected trash collection the town board approves an additional 8 yard box at the same rate.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton **Nays~0**

RESOLUTON #103

Introduced by **Councilwoman Templeton**, and Seconded by **Councilman Eddy**.

RESOLUTION TO APPROVE POSTING TOWN BOARD MEETING VIDEOS

The town board approves posting town board meeting videos taken by the town clerk on the Town of Thurman official web page.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton **Nays~0**

RESOLUTION #104

Introduced by **Councilman Eddy**, and Seconded by **Councilwoman Telmpleton**

RESOLUTION TO AUTHORIZE BUDGET, REPORTING AND FUNDING OF TOWN OF THURMAN ALTERNATE WATER SUPPLY PROJECT

The town board of the Town of Thurman authorized the establishment of a capital fund expenditure account to fund the Town of Thurman Alternate Water Supply Project on April 11, 2017 at the town board regular meeting by resolution. The town board of the Town of Thurman approves the following budget for the Town of Thurman Alternate Water Supply Project. The town board will receive regular actual expenditures reports to compare to the approved budget. The town board will require Cedarwood Engineering to certify that construction work is completed prior to audit and payment of claims. The board will approve all change orders prior to the commencement of work not anticipated. The town board will approve all advances to fund project expenditure prior to payment.

The financing method used to fund this project is a Bond Anticipation Note of \$313,000.00 from Glens Falls National Bank and Trust Company. A separate Town of Thurman bank account and has been set up to finance the project. Following are the budget and the payment to contractor. Attached is the bond anticipation note paperwork.

Capital Project Breakdown Estimate

Item	Cost	
System Construction (as bid by J.W. Sheehan & Sons.)	\$259,000	Contractor
Electrical Connection (sub-panel in basement for contractor to connect to)	\$2,500	subcontractor
Design & Permitting	\$19,000	engineer
Bid Package Preparation	\$4,000	engineer
Construction Oversight (80 hrs @\$75/hr)	\$6,000	engineer
Project Contingency (15%)	\$20,000	
	SUBTOTAL	
	\$310,500	

PAYMENT TO CONTRACTOR

1. Partial Payments

The Contractor shall prepare his requisition for partial payment as of the last day of the month and submit it, with the required number of copies, to the Engineer for his approval. The amount of the payment due the Contractor shall be determined by adding to the total value of work completed to date, the value of materials properly stored on the site and deducting (1) five percent (5%) of the total amount, to be retained until final payment and (2) the amount of all previous payments. The total value of work completed to date shall be based on the estimated quantities of such materials and the invoice prices as evidenced by a supplier's receipt invoice. Copies of all invoices shall be available for inspection of the Engineer.

Monthly or partial payments made by the Owner to the Contractor are monies advanced for the purpose of assisting the Contractor to expedite the work of construction. All material and completed work covered by such monthly or partial payments shall remain the property of the Contractor and he shall be responsible for the care and protection of all materials and work upon which payments have been made. Such payments shall not constitute a waiver of the right of the Owner to require the fulfillment of all terms of the Contract and the delivery of all improvements embraced in this Contract complete and satisfactory to the Owner in all details.

- Cedarwood will set a date with the contractor for when the requisition for payment (including certified payroll) is due so that Cedarwood can review and provided feedback to the Town prior to the monthly board meeting when payment needs to be authorized.
- The requisition for payment and certified payroll is submitted to the Engineer for review and approval.
- Engineer will review all information submitted and prepare a letter for the Town that will say that all information has been reviewed and approved (if

approved). The letter will be submitted to the Town by an agreed upon date so the Town had adequate time to prepare for the board meeting.

RESOLUTION #105

Introduced by **Councilwoman Harris**, and Seconded by **Councilwoman Harris**

RESOLUTION TO PURCHASE ACCOUNTING SOFTWARE

The town board approves the purchase of Enhanced Business Solutions Accounting software for \$4995.00 out of A1620.4. The town used Enhanced Accounting Software from 2012 thru 2015 (see Resolution # 113 p. 7, 11/07/11 regular meeting minutes) the historical records for this period have retention schedules of, 6 years (accounting) and 55 years (payroll), these records are not available to the present board. The price to access these records would have cost the town \$950.00. The town spoke with Enhanced Business Solutions and Enhanced offered a reduced price to repurchase the Accounting Suite which would include access to the historical records (see attached quote). The town feels that Enhanced Business Solutions is a more user friendly and efficient software. Enhanced uses more up to date methods (Microsoft Access) and has easier to read reports than the current software that was purchase at the beginning of 2016 (see p. 2, 11/08/2015 regular meeting minutes). The town board of the Town of Thurman approves this purchase.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton **Nays~0**

RESOLUTION #106

Introduced by **Councilman Eddy**, and Seconded by **Councilwoman Harris**

RESOLUTION TO SWITCH PROPANE TANKS

The town has 4 100 gallon propane tanks, 2 for the highway department generator and 2 for the town hall generator that belong to AmeriGas. The town is now getting their propane from G.A. Bove who has the state contract. G. A. Bove will move AmeriGas's tanks and set them aside. G.A. Bove will install and service 4 100 gallon tanks to replace Amerigas's tanks free of charge. G.A. Bove will fill the tanks with fuel at state contract price. AmeriGas will remove their tanks and refund the town of Thurman for the fuel in the tanks at the last Price Per Gallon which was 1.419, minus one removal fee of \$59.99 and .35 per gallon restocking fee. The town board of the Town of Thurman approves this switch which will take place on June 14, 2017.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton, **Nays~0**

RESOLUTION # 107

Introduced by **Councilman Eddy**, and Seconded by **Councilwoman Harris**

RESOLUTION TO REPLACE POW FLAG

The town board of the Town of Thurman authorizes the removal of the old POW flag and replacing it with a new one donated by the Mundy's. The town board would like to thank the Mundy's for the new flag.

Motion Carried: Ayes~4 Hyde, Eddy, Harris, Templeton, **Nays~0**

RESOLUTION #108

Introduced by **Councilman Eddy**, and Seconded by **Councilwoman Templeton**

RESOLUTION TO APPROVE CONTRACT

The town board of the Town of Thurman authorizes the supervisor to sign the contract with KB-24 Communications for phone system service.

Motion Carried: Ayes~4, Hyde, Eddy, Harris, Templeton, Nays~0

RESOLUTION #109

Introduced by **Councilwoman Harris**, and Seconded by **Councilman Eddy**

RESOLUTION TO PAY CLAIMS

General Fund: \$13,903.70

Highway Fund: \$9,839.29

Capital fund: \$1,117.02

Enterprise Fund: \$1,166.77

T&A Fund: \$11,289.70

The town board approves payment of these claims.

Motion Carried: Ayes~4, Hyde, Eddy, Harris, Templeton, Nays~0

Correspondence: Attached are reports from Councilman Eddy, Councilwoman Templeton, Warrensburg EMS, and Warren County SPCA.

ADJOURNMENT: On a motion by **Councilwoman Harris**, and Seconded by **Councilwoman Templeton**, the meeting was adjourned at 7:54pm.

Respectfully Submitted:

Susan E. Staples

Town Clerk

06/20/2017

Attached:

