

**Meeting Minutes
Town of Morristown
November 14, 2019**

Present: Frank Putman, Gary Turner, David VanArnam, Chris Coffin, Shawn Macaulay

Also Present: Dean Hoffman, Michele Whalen, Donnie Aldrich, John Newtown, Janet Newtown, Michael Moore, James Moore, Joe Lightfoot, Tom Bell, Dona Hooker, Phil Barse, James Walsh, Shirley McDonald, Gary Hunter

Pledge of Allegiance: Led by Shawn Macaulay

Supervisor Putman opened the meeting at 6:05 PM

Public Hearing 2020 Town Budget

Supervisor Putman opened the floor for public comment

- James Moore-Using DANC services for operation of sewer and water facilities would be more than utilizing the services of Kevin Crosby. The town response was that Mr. Crosby had withdrawn his offer to provide those services.
- James Moore-Why is the cost of sewer rates going up? Councilman VanArnam responded that previous village budgets incorrectly funded the sewer district and sewer rates did not reflect the actual cost of the district. Councilman Coffin stated that the 2020 budget rate will charge enough to cover the costs of the district and build up fund balance.
- James Moore- is the water district rate increasing 20%? Councilman Coffin-the new rate will more accurately reflect the cost of operating the district. The budget will be refined during the year if needed and future budget will be more accurate with experience
- Shirley McDonald asked how much is going into fund balance. Councilman Coffin responded the water district rate will contribute 1% to fund balance.
- James Moore asked what the CE line was. The Town response is that it stands for contractual expenses.
- James Moore stated that the supervisor has not gotten things done with only 45 days left. Supervisor Putman stated that the Board has been working as fast as possible through the process.
- James Moore-Asked what the celebrations line item was for. Councilman Coffin stated that is provided for contributions the Town and the Village make to the fire department the museum and other organizations throughout the year.
- James Moore stated that the supervisor has not been running the budget process. Councilman VanArnam stated that the supervisor has been running the budget process with the assistance of Councilman Coffin. Councilman Coffin stated that the Village has been helpful in gathering budget information. This budget process has been complicated.

There were no more questions, so Supervisor Putman closed the hearing on the 2020 Budget. Supervisor Putman asked the Board if they were ready to vote on adopting the 2020 budget. The responded in the affirmative.

A motion was made by Councilman VanArnam and seconded by Councilman Macaulay to adopt the 2020 Budget for the Town of Morristown as presented.

Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye The motion to adopt passes.

Public Hearing Water District Formation

Supervisor Putman opened the Public Hearing on Formation of Water District #1. There were no comments. The Hearing was closed.

The Board reviewed Part 1 of the Short Environmental Assessment Form (SEAF) and agreed with the answers for each question. The Board moved on to review Part 2 of the SEAF Impact Assessment and agreed that there will be no adverse environmental impact created by the formation of the water district. The Board found a negative declaration of significant impact for the formation of the water district and authorized the supervisor to sign both part 2 and part 3 of the SEAF. A motion was made by Councilman Coffin and seconded by Councilman VanArnam to adopt a resolution declaring a determination of non-significant impact by the formation of the water district as follows:

RESOLUTION OF THE TOWN BOARD OF THE TOWN OF MORRISTOWN

At a regular meeting of the Town Board of the Town of Morristown held at the Town offices, Main Street, Morristown, NY on November 14, 2019, at 7:00 PM prevailing time there were:

Present: Frank Putman, Supervisor

Shawn Macaulay, Councilmember

Gary Turner, Councilmember

David VanArnam, Councilmember

Christopher Coffin, Councilmember

Absent: None

WHEREAS, the Town Board for the Town of Morristown is considering the formation of a water district in said town to be known as the Water District No. 1; and

WHEREAS, the formation of Water District No. 1 is subject to compliance with the provisions of the New York State Environmental Quality Review Act and the regulations promulgated thereunder at 6 NYCRR Part 617 (“SEQRA”) and is considered an Unlisted action thereunder; and

WHEREAS, at a regular meeting of this Board held on November 14, 2019, Part 1 of a Short Form Environmental Assessment Form (“EAF”) was duly accepted for filing by this Board; and

WHEREAS, pursuant to 6 NYCRR Part 617, this Board has reviewed Part 2 of the EAF to determine whether the project will have a significant effect on the environment; and

WHEREAS, pursuant to Article VIII of the Environmental Conservation Law and the regulations adopted pursuant thereto by the Department of Environmental Conservation, to wit: 6 NYCRR Part 617, this Board has determined that the action will not have a significant

effect on the environment, and will not cause a significant impact on the environment, and therefore, the preparation of an Environmental Impact Statement is not required.

NOW, THEREFORE, be it resolved by the Town Board of the Town of Morristown as follows:

1. Based upon the examination of Part 2 of the EAF and the criteria set forth in 6 NYCRR Part 617, this board makes the following findings:
 - A. The proposed action constitutes an Unlisted action pursuant to 6 NYCRR Part 617, and this Board has determined that coordinated review is not necessary.
 - B. There will be no substantial adverse change in existing air or water quality.
 - C. There will be no hazard created to human health.
 - D. There will be no substantial change in the use or the intensity of use of the land.
 - E. There will not be created a material conflict with the community's current plans or goals as officially adopted.
 - F. None of the criteria listed in 6 NYCRR §617.11 will be present in the proposed project and no similar criteria will be present which will adversely impact on the environment.
2. The Notice of Determination of Non-Significant Attached hereto is hereby adopted and accepted by this Board as its Negative Declaration in connection with this project.
3. The Town Clerk for the Town of Morristown and is hereby directed to file and the Town Clerk's office in a file readily accessible to the public the Negative Declaration attached hereto.
4. All subsequent notices concerning this project shall note that this Board has issued a negative Declaration

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

A motion to adopt the foregoing Order was made by Christopher Coffin and seconded by Councilmember David VanArnam, and upon a roll call vote of the Board was duly adopted as follows:

Supervisor Putman	yes X	no ___
Shawn Macaulay	yes X	no ___
David VanArnam	yes X	no ___
Gary Turner	yes X	no ___
Christopher Coffin	yes X	no ___

A motion was made by Councilman Macaulay and seconded by Councilman VanArnam to adopt a resolution to order the formation of Water District #1 subject to permissive referendum as follows:

RESOLUTION OF THE TOWN BOARD OF THE TOWN OF MORRISTOWN

At a regular meeting of the Town Board of the Town of Morristown, held at the Town offices, Main Street, Morristown, New York, on November 14, 2019, at 7:00 p.m. there were:

Present:

Frank Putman, Supervisor
Shawn Macaulay, Councilmember
Gary Turner, Councilmember
David VanArnam, Councilmember
Christopher Coffin, Councilmember
Absent: None

WHEREAS, by order of this Board dated October 30, 2019, a public hearing was scheduled for November 14, 2019, at 7:00 p.m., to consider the establishment of the Town of Morristown Water District No. 1 to encompass the territorial boundaries of the Village of Morristown as more particularly described at Exhibit "A" attached hereto; and

WHEREAS, the order scheduling the public hearing was duly posted and published as required by law, and on November 14, 2019, at 7:00 p.m., a public hearing was held to consider all persons interested in the proposed Water District No. 1.

NOW, on motion duly made and seconded, this Board makes the following determinations:

1. The Order scheduling public hearing was duly published and posted as required by law and is otherwise sufficient.
2. All property and property owners to be benefited by the proposed Water District are included within the boundaries of the proposed District.
3. All of the property owners and all of the property located within the proposed district are benefited thereby.
4. The Establishment of Water District No. 1 pursuant to the map plan and report on file at the office of the Town Clerk, and upon which the public hearing was held on November 14, 2019 is in the public interest.
5. The Establishment of Town of Morristown Water District No. 1 as described in the map plan and report to encompass the property as described on the attached Exhibit "A", is hereby approved.
6. This Resolution is adopted subject to a permissive referendum
7. The Town Clerk is hereby directed to publish a copy of this Resolution in the official newspaper of the Town of Morristown within ten (10) days of its adoption.

A motion to adopt the foregoing resolution was made by Shawn Macaulay and second by David VanArnam, and upon a roll call vote of the Board was duly adopted as follows:

Supervisor Putman	yes X	no ___
Shawn Macaulay	yes X	no ___
David VanArnam	yes X	no ___
Gary Turner	yes X	no ___
Christopher Coffin	yes X	no ___

Public Hearing Sewer District Formation

Supervisor Putman opened the Public Hearing on Formation of Sewer District #3. There were no comments. The Hearing was closed.

The Board reviewed Part 1 of the Short Environmental Assessment Form (SEAF) and agreed with the answers for each question. The Board moved on to review Part 2 of the SEAF Impact Assessment and agreed that there will be no adverse environmental impact created by the formation of the wastewater district. The Board found a negative declaration of significant impact for the formation of the wastewater district and authorized the supervisor to sign both part 2 and part 3 of the SEAF. A motion was made by Councilman Coffin and seconded by Councilman VanArnam to adopt a resolution declaring a determination of non-significant impact by the formation of the Sewer District #3 as follows:

RESOLUTION OF THE TOWN BOARD OF THE TOWN OF MORRISTOWN

At a regular meeting of the Town Board of the Town of Morristown held at the Town offices, Main Street, Morristown, NY on November 14, 2019, at 7:00 PM prevailing time there were:

Present: Frank Putman, Supervisor
Shawn Macaulay, Councilmember
Gary Turner, Councilmember
David VanArnam, Councilmember
Christopher Coffin, Councilmember

Absent: None

WHEREAS, the Town Board for the Town of Morristown is considering the formation of a sewer district in said town to be known as the Sewer District No. 3; and

WHEREAS, the formation of Sewer District No. 3 is subject to compliance with the provisions of the New York State Environmental Quality Review Act and the regulations promulgated thereunder at 6 NYCRR Part 617 ("SEQRA") and is considered an Unlisted action thereunder; and

WHEREAS, at a regular meeting of this Board held on November 14, 2019, Part 1 of a Short Form Environmental Assessment Form ("EAF") was duly accepted for filing by this Board; and

WHEREAS, pursuant to 6 NYCRR Part 617, this Board has reviewed Part 2 of the EAF to determine whether the project will have a significant effect on the environment; and WHEREAS, pursuant to Article VIII of the Environmental Conservation Law and the regulations adopted pursuant thereto by the Department of Environmental Conservation, to wit: 6 NYCRR Part 617, this Board has determined that the action will not have a significant effect on the environment, and will not cause a significant impact on the environment, and therefore, the preparation of an Environmental Impact Statement is not required.

NOW, THEREFORE, be it resolved by the Town Board of the Town of Morristown as follows:

1. Based upon the examination of Part 2 of the EAF and the criteria set forth in 6 NYCRR Part 617, this board makes the following findings:
 - A. The proposed action constitutes an Unlisted action pursuant to 6 NYCRR Part 617, and this Board has determined that coordinated review is not necessary.
 - B. There will be no substantial adverse change in existing air or water quality.
 - C. There will be no hazard created to human health.
 - D. There will be no substantial change in the use or the intensity of use of the land.
 - E. There will not be created a material conflict with the community's current plans or goals as officially adopted.
 - F. None of the criteria listed in 6 NYCRR §617.11 will be present in the proposed project and no similar criteria will be present which will adversely impact on the environment.
2. The Notice of Determination of Non-Significant Attached hereto is hereby adopted and accepted by this Board as its Negative Declaration in connection with this project.
3. The Town Clerk for the Town of Morristown and is hereby directed to file at the Town Clerk's office in a file readily accessible to the public the Negative Declaration attached hereto.
4. All subsequent notices concerning this project shall note that this Board has issued a negative Declaration

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

A motion to adopt the foregoing Order was made by Christopher Coffin and seconded by Councilmember David VanArnam, and upon a roll call vote of the Board was duly adopted as follows:

Supervisor Putman	yes X	no ___
Shawn Macaulay	yes X	no ___
David VanArnam	yes X	no ___
Gary Turner	yes X	no ___
Christopher Coffin	yes X	no ___

A motion was made by Councilman Macaulay and seconded by Councilman VanArnam to adopt a resolution to order the formation of Wastewater District #3 subject to permissive referendum as follows:

RESOLUTION OF THE TOWN BOARD OF THE TOWN OF MORRISTOWN

At a regular meeting of the Town Board of the Town of Morristown, held at the Town offices, Main Street, Morristown, New York, on November 14, 2019, at 7:00 p.m. there were:

Present: Frank Putman, Supervisor

Shawn Macaulay, Councilmember

Gary Turner, Councilmember

David VanArnam, Councilmember

Christopher Coffin, Councilmember

Absent: None

WHEREAS, by order of this Board dated October 30, 2019, a public hearing was scheduled for November 14, 2019, at 7:00 p.m., to consider the establishment of the Town of Morristown Sewer District No. 3 to encompass the territorial boundaries of the Village of Morristown as more particularly described at Exhibit "A" attached hereto; and

WHEREAS, the order scheduling the public hearing was duly posted and published as required by law, and on November 14, 2019, at 7:00 p.m., a public hearing was held to consider all persons interested in the proposed of Sewer District No. 3.

NOW, on motion duly made and seconded, this Board makes the following determinations:

1. The Order scheduling a public hearing was duly published and posted as required by law and is otherwise sufficient.
2. All property and property owners to be benefited by the proposed Sewer District are included within the boundaries of the proposed District.
3. All of the property owners and all of the property located within the proposed district are benefited thereby.
4. The Establishment of Sewer District No. 3 pursuant to the map plan and report on file at the office of the Town Clerk, and upon which the public hearing was held on November 14, 2019 is in the public interest.
5. The Establishment of Town of Morristown Sewer District No. 3 as described in the map plan and report to encompass the property as described on the attached Exhibit "A", is hereby approved.
6. This Resolution is adopted subject to a permissive referendum.
7. The Town Clerk is hereby directed to publish a copy of this Resolution in the official newspaper of the Town of Morristown within ten (10) days of its adoption.

A motion to adopt the foregoing resolution was made by David VanArnam and second by Gary Turner, and upon a roll call vote of the Board was duly adopted as follows:

Supervisor Putman	yes X	no ___
Shawn Macaulay	yes X	no ___
David VanArnam	yes X	no ___
Gary Turner	yes X	no ___
Christopher Coffin	yes X	no ___

Approval of Minutes of October 8, 2019 October 22,2019 October 30, 2019

A motion was made by Councilman Macaulay and seconded by Councilman Coffin to approve the minutes of October 8, 2019, October 22, 2019 and October 30, 2019 as presented.

Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

Correspondence: Letters from Assembly members Walzyck and Rosenthal received.

Public Comment 1: None received

Old Business

1. Village Dissolution Planning

a. Water District Formation

b. Wastewater District Formation

- c. Resolution to Approve Final Draft of the Comprehensive Plan:** Michele Whalen spoke to Board on the final draft version of the Comprehensive Plan and the benefits and responsibilities that accompany it. She urged the Board to take the time to carefully read the document. The Board agreed they were ready to accept and adopt the Comprehensive Plan. A motion was made by Councilman Coffin to accept the Comprehensive Plan final draft, as presented. The motion was seconded by Councilman VanArnam.

Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

- d. Application for NYS Wastewater Facility Operation Permit Transfer:** The Board was advised the Village had presented the Town with an application to transfer operational authority for the sewer plant to the Town. The Board authorized the Supervisor to sign the application and have it sent to the NYS DEC.

- e. **D.A.N.C. Contracts:** The Board reviewed the contract options and eliminated quarterly meter readings, quarterly grinder pump inspections, and manhole inspections. They agreed to keep weekly lift and vacuum plant inspections and lift and vacuum station maintenance monthly, semi-annually and annually. The Board agreed they were ready to contract with DANC for operation of the water and wastewater with the savings from the eliminated items. A motion was made by Councilman Coffin and seconded by Councilman Macaulay to contract with DANC for the operation of the water and wastewater plants, with the elimination of quarterly grinder pumps inspections, manhole inspections and quarterly meter reading services.
Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye
 - f. **Job Descriptions for New Employees:** Highway Superintendent Dean Hoffman presented the Board with a job description for the 2 new job positions. The pay rate is still to be settled. Health insurance will be provided at 100%-Employee and 50% - Family. The Board discussed the labor breakdown at 70% water and 30% sewer. After review, the board approved the job description.
 - g. **Sidewalks:** The Board added Councilman Macaulay's suggestion that all of main street and the firehall side of Morris street be added to winter maintenance for public safety purposes.
 - h. **Local Laws:** The Board will be mailed a group of local laws from the Town Attorney for their review at the December meeting.
- 2. Source Renewable Projects Update:** The public hearing was held on November 12th. The Planning Board is waiting for materials from LaBella to send to the involved agencies before action can be taken.
- 3. 2020 Budget Adoption**
- 6. REDI Grant Update:** Supervisor Putman attended the Governors meeting when the grants were awarded. St. Lawrence County will be administering the grant as they own the bridge. The DOT will be looking for complimentary funding to assist the project.

New Business

- 1. **2020 Budget Re-levies Resolution:** A motion was made by Councilman VanArnam and seconded by Councilman Macaulay to adopt a resolution to re-levy unpaid sewer district fees to the 2020 Town and County Tax Bill as follows:
Resolution # 10 of 2019 Sewer Re-L Levy Authorization for the 2020 Budget

Be It Resolved, that the Town Board of the Town of Morristown authorizes the re-levy of all unpaid 2019 sewer bills from Sewer District #1, in the amount of \$11,770.00, and authorizes the re-levy of all unpaid 2019 sewer bills from Sewer District #2, in the amount of \$7,139.07, for a total re-levy of \$18,909.07 to the 2020 Town Tax Warrant.

Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

- 2. **End of Year Meeting Date:** Set for December 30, 2019 at 11 AM.

3. St. Lawrence County Snowmobile Association Agreement: A motion was made by Councilman Coffin and seconded by Councilman VanArnam to authorize the Supervisor to execute a contract with the St. Lawrence County Snowmobile Association for use of a portion of Town Property on County Route 2.

Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

Department Reports

Highway Department Written report given to the Board.

Code Enforcement Office Written Report given to the Board

Assessor No report

Sewer Districts Voltage problems reported in District 2 again.

County Legislators Report: Joe Lightfoot reported on worry's the state may raise the cap on the County's share of Medicare. Former County Clerk Mary Lou Rupp honored recently, and a commemorative portrait was hung in the County Clerk's Office. Continuing issues with deteriorating bridges across the county. DANS has opened a recycling center in Harrisville which reduces the cost of haulage for the county.

Public Comment 2

Michele Whalen spoke to the board of her concern that there were no younger women sitting on town boards. She stated that there needed to be a better balance of ages as young women made up a percentage of the town's population but were not represented on any of the boards appointed by the Town. She asked the Board to nominate Mary Bailey for an open seat on the Planning or Zoning Boards.

Executive Session: A motion was made by Councilman Macaulay to enter into executive session to discuss matters relating to the employment history of a particular Town employee. The motion was seconded by Councilman VanArnam.

Vote: Gary Turner-Aye, David VanArnam-Aye, Chris Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye The Board went into executive session at 9:25 PM.

At 9:45 PM the Board returned from executive session and the Supervisor reported that no action had been taken.

The meeting was adjourned upon motion at 9:45 PM.

Meeting minutes prepared and respectfully submitted by David Murray-Town Clerk.