**Town of Morristown**

**September Regular Meeting**

**September 13, 2016**

**Present:** Gary Turner, Harvey Bender, Shawn Macaulay, David Stout III, Christopher Coffin

**Also Present**: Dean Hoffman, Joe Lightfoot

Supervisor Coffin opened the meeting at 7:25 PM.

**Approval of Minutes:** A motion was made by Councilman David Stout III, with a second by Councilman Gary Turner, to approve the minutes of August 09, 17(2), 24, 2016 as presented..

Vote: Gary Turner-Aye, Harvey Bender-Aye, Shawn Macaulay-Aye, David Stout III-Aye, Christopher Coffin-Aye

**Correspondence**

A letter was received from the Ogdensburg Volunteer Rescue Squad asking for a letter from the Town supporting a revised definition of their service area. The Board agreed to have the Supervisor send a letter to them based on the model they provided.

**Public Comment-**No comment received.

**Old Business**

1. **Sewer Districts:** Supervisor Coffin reported that there is an agreement in place with an engineering firm to provide oversite on the Town’s behalf for the upcoming remediation work on Sewer District #2. The next meeting will be on September 21st at 6 PM.
2. **Solar Project:**  The Clerk updated the Board on progress in negotiating connection fees with National Grid.
3. **2017 Budget Process-**The next meeting is set for September 28, 2016 at 6 PM.
4. **2017 Fuel Bid -**1 bid was received from Morristown Fuel and Supply. The Supervisor opened the bid and read it publicly. The bid was for 22 cents off of daily posted cash price delivered to the Town Office and the Town Highway Barns.

A motion was made by Councilman Stout, and seconded by Councilman Bender to accept the bid as presented from Morristown Fuel and Supply.

Vote: Gary Turner-Aye, Harvey Bender-Aye, Shawn Macaulay-Aye, David Stout III-Aye, Christopher Coffin-Aye

1. **Review of Arbitrator Settlement on Retiree’s Health Insurance-** Supervisor Coffin reported that the checks have been cut and are ready to be mailed.
2. **Other Old Business-** No other Old Business brought before the Board.

**New Business**

1. **2017 Winter Sand Bid Authorization-** A motion was made by Councilman Gary Turner, and seconded by Councilman Shawn Macaulay, to authorize the advertisement for screened winter sand with a two week deadline. 09/28/2016

Vote: Gary Turner-Aye, Harvey Bender-Aye, Shawn Macaulay-Aye, David Stout III-Aye, Christopher Coffin-Aye

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1. **Mileage and Per Diem Policy-** The Board reviewed the Per Diem expense and mileage policy as prepared by the clerk at the request of the supervisor. After the review of the policy a motion was made by Shawn Macaulay, and seconded by Harvey Bender to approve and adopt the Per Diem and Mileage policy as presented below:

**Town of Morristown Policy for Mileage and Per Diem Expenses for Employees and Elected Officials**

The policy for Per Diem expenses is a follows**:**

**Meals and Incidental Expenses:** The Town of Morristown will follow the Federal Government Services Administration Guidelines for Meals and Incidental Expenses. Charges higher than the limits set by the GSA Guidelines must be approved by the supervisor or deputy supervisor.

**Mileage:** The Mileage Reimbursement rate will be set by the Town Board at the Annual Organizational meeting annually using the rate currently established by the State of New York.

Vote: Gary Turner-Aye, Harvey Bender-Aye, Shawn Macaulay-Aye, David Stout III-Aye, Christopher Coffin-Aye

1. **Other New Business-**

**a.** A letter was received from Justice Lisa Whitmarsh requesting Board permission to attend a mandatory ordered meeting in Albany. Permission is requested to receive reimbursement for mileage, meals and hotel for the meeting. The Board discussed the request and decided that she could use her personal vehicle, and agreed to grant the request within the new Per Diem policy. A motion was made by Councilman Macaulay, and seconded by Councilman Turner to authorize the request by Justice Whitmarsh to attend the ordered meeting with reimbursement per the Per Diem policy.

Vote: Gary Turner-Aye, Harvey Bender-Aye, Shawn Macaulay-Aye, David Stout III-Aye, Christopher Coffin-Aye

**b.** Supervisor Coffin reported that he had been contacted by the Thousand Islands Tourism Council concerning a possible bicycle ferry between Morristown and Brockville. Further information will be available later.

**c.** District 3 Legislator Joe Lightfoot arrived late and briefed the Board on County business. He also gave handout to the Board on the County’s sales tax issues that could impact towns in 3 years.

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**Department & Committee Reports**

1. **Highway Department-** Superintendent Hoffman presented the Board with a written report. He also reported that the Town has been working with the Village on a project on Chapman Street.
2. **Code Enforcement-** A written report was available for the Board.
3. **DPW-**In Sewer District #2 on Brown Lane there was a problem with insufficient voltage from National Grid. The problem was fixed. There is also a request from The Walts for permission to put in a new connection and pot at a property they recently purchased. The Board agreed and approved the request.

**Public Comment-**No comment received.

A motion was made by Councilman Macaulay to enter into executive session to discuss matters relating to the employment histories of particular Town employee’s. The motion was seconded by Councilman Harvey Bender. The Board entered into executive session at 8:17 PM.

The Board left executive session at 8:30 PM. Supervisor Coffin reported that no action was taken while in executive session.

The meeting was adjourned upon motion at 8:30 PM.

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

**Adjournment**