

**Meeting Agenda
Town of Morristown
August 13, 2019**

Pledge of Allegiance

Public Hearing on Draft Comprehensive Plan

Approval of Minutes of July 9, 2019

Executive Session (If Needed)

Correspondence

Public Comment 1

Old Business

- 1. Village Dissolution Planning**
 - a. Updates from DANC and County Planning**
 - b. Next Joint Boards Planning and Operation Meeting August 27th**
- 2. FDIC Town Funds Insurance Update**
- 3. Teamster Health Fund Audit**
- 4. Amendment of Land Use Code- Sign Restrictions Set Public Hearing**
- 5. Other Old Business**

New Business

- 1. Appointment of Assessor for New 6 Year Term**
- 2. Notice of Intent to File Liquor License Renewal**
- 3. Authorization to Advertise Winter Fuel Oil Bid**
- 4. Authorization to Advertise Winter Sand Bid**

Department Reports

- 1. Highway Department**
- 2. Code Enforcement Office**
- 3. Sewer Districts**

Executive Session (If Needed)

Public Comment 2

Adjournment

**Meeting Minutes
Town of Morristown
July 09, 2019**

Present: Gary Turner, David VanArnam, Christopher Coffin, Shawn Macaulay
Also Present: Joe Lightfoot, Chris Sherwin, Dean Hoffman, John Tenbush, James Moore, Cheryl Shatraw

Pledge of Allegiance: Led by Shawn Macaulay

Approval of Minutes: A motion was made by Councilman David VanArnam to approve the minutes of June 11, 2019 as presented. The motion was seconded by Councilman Gary Turner. Vote: Gary Turner-Aye, David VanArnam-Aye, Christopher Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

Correspondence

Public Comment 1

- Joseph Lightfoot, St. Lawrence County District 3 Legislator briefed the Board on the proposed county DOT satellite building, and an update on cleanup of contaminated properties in the county. He also spoke about a recent ruling that prohibits county legislators who are also lawyers from practicing in county criminal courts.

Old Business

1. Village Dissolution Planning

- a. Updates if available from DANC and from County Planning:** No reports available.
- b. Sidewalks:** The Board discussed a possible district and need to ascertain the liability risk in creating one. They also need to find out the annual cost the village has been spending on sidewalks. This will be discussed at the next joint meeting.
- c. Brush Pickup:** The Board discussed whether or not to continue brush pickup in the hamlet. Most of the Board was against doing so. They felt that if done for hamlet of Morristown then it should be done for the rest of the Town which would be expensive. Supervisor Putman asked what everyone felt about it. One comment was that the it would open up the possibility that resident's town-wide would demand this service. A motion was made by Councilman VanArnam and seconded by Councilman Turner to discontinue picking up brush in the hamlet when the village dissolves. Vote: Gary Turner-Aye, David VanArnam-Aye, Christopher Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

d. Next Joint Boards Planning and Operation Meeting July 23rd

2. FDIC Town Funds Insurance Update: No update was available.

3. Other Old Business: None

**Meeting Minutes
Town of Morristown
July 09, 2019**

New Business

- 1. County Planning -Emerald Ash Borers:**
- 2. Budget Modification:** A motion was made by Councilman Coffin with a second by Councilman VanArnam to approve the budget modification as presented:

General A Fund:

- 1) From: A1990.4: Contingent Acct. To: A6410.4: Publicity: \$ 1000.00
Vote: Gary Turner-Aye, David VanArnam-Aye, Christopher Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye
- 3. Amendment of Land Use Code-** The amended local law was not available, so action was tabled.
- 4. Teamster Health Fund Audit:** No update was available.
- 5. Edwardsville Cemetery Stairs:** The Highway Superintendent will get an estimate on precast stairs.
- 6. Resolution #5 R.E.D.I. Grant:** Mayor Shatraw told the Board that the village had approved a resolution on July 9th to submit several relevant projects for funding consideration. Supervisor Putman explained that the Town would pass a resolution to co-submit the grant request as the village would no longer exist at the beginning of 2020 and the Town would need to be part of the grant to administer grant funds should the village be successful. A motion was made by Councilman VanArnam and seconded by Councilman Macaulay to move resolution number 5 of 2019 as follows:

Whereas, the Village of Morristown will be dissolved into the Town of Morristown effective December 31, 2019, and

Whereas, the Town of Morristown will become responsible for the infra- structure of the Village of Morristown effective December 31, 2019, and

Whereas, the Village of Morristown has formally resolved to submit a list of projects to the State Of New York's Resiliency and Economic Development Initiative program, and

Whereas, the Town of Morristown wishes to participate fully in the projects submitted by the Village of Morristown after it's dissolution, and

Whereas, the Town of Morristown recognizes that the projects submitted by the Village of Morristown will protect and adapt the St. Lawrence River Shoreline along the Morristown Harbor and Inner Bay Area and create the potential for increased economic development within the Town, now

Therefore, Be It Resolved, that the Town of Morristown Town Board wishes to be a co-participant in the REDI program projects submitted by the Village of Morristown.

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

Meeting Minutes
Town of Morristown
July 09, 2019

Department Reports

1. **Highway Department** A written report was provided to the Board. Highway Superintendent Dean Hoffman presented the 2019 Agreement to Expend Highway Funds for approval. Councilman Macaulay moved to approve the agreement to expend highway funds for 2019 as presented. The motion was seconded by Councilman Coffin. Vote: Gary Turner-Aye, David VanArnam-Aye, Christopher Coffin-Aye, Shawn Macaulay-Aye, Frank Putman-Aye
2. **Code Enforcement Office:** A written report was presented to the Board.
3. **Sewer Districts:** The Village had to replace a pump in their facility. The pump may be under warranty.

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

Meeting Minutes prepared and respectfully submitted by David Murray, Town Clerk



Department of Taxation and Finance

OFFICE OF REAL PROPERTY TAX SERVICES

MEMO

TO: Municipal Clerks

FROM: Dave Ange

SUBJECT: Reporting Assessor Appointments and Reappointments

DATE: July 22, 2019

As you may know, appointed assessor terms expire September 30, 2019 in New York State. The next term will begin October 1, 2019 and end September 30, 2025.

Once your municipal board has made its appointment, please use the ***attached form*** to report their decision to us. Send the form via:

- email to colleen.sheehan@tax.ny.gov, or
- fax to (518) 435-8628.

Note: Disregard this memo if you have already reported appointment or reappointment information to our Educational Services Unit.

Minimum qualifications

There are minimum qualifications to be appointed as an assessor. If your municipality appoints a new assessor, you must submit Form RP-3006, *Application for Qualifications Review*. Form RP-3006 is not necessary if you reappoint an assessor whose qualifications have been previously approved.

For more information, see [Qualifications: Sole Appointed Assessors](#).

cc: Town Supervisor or City Mayor