

**Meeting Agenda  
Town of Morristown  
May 21, 2019**

**Pledge of Allegiance**

**Approval of Minutes of April 16, 2019 & May 09,2019**

**Executive Session (If Needed)**

**Correspondence**

- **Recreation Committee Minutes**
- **Indian River Lakes Conservancy**

**Public Comment 1**

**Old Business**

1. **Village Dissolution Planning**
  - a. **Updates if available from DANC and from County Planning**
  - b. **Sewer & Water Districts-Operational Structure**
2. **County Route 6 Speed Limit**
3. **Sewer District #2 Disconnection Request**
3. **Other Old Business**

**New Business**

1. **Budget Amendment**
2. **New Line Item 2020 Budget-Compensated Absences**
3. **Adjusted FDIC Coverage for All Town Funds**

**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  
April 16, 2019**

**Present:** David VanArnam, Shawn Macaulay, Frank Putman

**Absent:** Gary Turner, Chris Coffin

**Also Present:** Dean Hoffman (Highway), Chris Sherwin (Codes), Kevin Crosby (DPW), Aaron & Jillian Gilmour, Michelle Whalen (Comprehensive Plan), Tom Bell (ZBA)

**Pledge of Allegiance:** Led by Shawn Macaulay

**Approval of Minutes:** A motion was made by Councilman VanArnam, and seconded by Councilman Macaulay, to approve the minutes of March 5, 2019 as presented.

**Vote:** David VanArnam-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

**Executive Session (If Needed)**

**Correspondence**

- **Recreation Committee Minutes**

**Public Comment 1**

- Aaron Gilmour requested the Board consider removing him from Sewer District 2 as a billable full flow unit. Mr. Gilmour explained that his house sets 600 feet back from the main and has a new functioning septic system. He doesn't have a grinder pod or connection for his residence. He stated that it was impractical and costly for him to be hooked up. Supervisor Putman stated that he wants the full Board present to take his request under consideration.

**Old Business**

**1. Village Dissolution Planning**

- a. Water Withdrawal Permit RFP Selection:** Supervisor Putman discussed the proposals received for engineering services for the water withdrawal permit. The recommendation from DANC was to accept the proposal from Barton and Loguidice. The Board agreed to accept the recommendation. Councilman VanArnam made a motion to accept the proposal from Barton and Loguidice for engineering services for the water withdrawal permit not to exceed \$5,900.00. The motion was seconded by Councilman Macaulay.

Vote: David VanArnam-Aye, Shawn Macaulay-Aye, Frank Putman-Aye

- b. Updates from DANC and County Planning:** Supervisor Putman stated that the Asset Management Plan Review has been conducted by DANC and a report and recommendations is in the process. The Local Law review is moving along. The Comprehensive Plan public meeting will be held April 23<sup>rd</sup> at 6 PM at the Morristown Fire Hall.

**2. County Route 6 Speed Limit:** No response at this time.

3. **County Route 6 Condition:** A letter from the County Highway Superintendent was received. Approximately 4 miles of County Route 6 in the Town of Morristown will have some level of remediation in 2019.
4. **Other Old Business**

#### **New Business**

1. **Rabies Clinic Upcoming on April 24, 2019**

#### **Department Reports**

1. **Highway Department:** A written report was given to the Board. Superintendent Hoffman noted that black top prices had risen \$8 per ton from last year so he wouldn't be recycling pavement as he had planned for this year due to the increase. He gave the Board quotes for a new 7-ton trailer to replace the older lighter trailer that wasn't adequate for highway department use. The Board authorized him to purchase a trailer from Waldroff Farm Equipment. A motion was made by Supervisor Putman, and seconded by Councilman VanArnam, to purchase the requested 7-ton trailer from Waldroff Farm Equipment for \$7,500.00.  
Vote: David VanArnam-Aye, Shawn Macaulay-Aye, Frank Putman-Aye
2. **Code Enforcement Office:** A written report was submitted to the Board. Mr. Sherwin reported to the Board that he has been reviewing Town laws and is looking at a revision to the 1 Acre Law in respect to garages with a supplemental residence attached.
3. **Sewer Districts:** Kevin Crosby reported that the vacuum station in District 1 continues to have pump problems. He thanked the Town Highway crew for their assistance with recent Village wastewater repairs.

#### **Executive Session (If Needed)**

##### **Public Comment 2**

- **Joseph Lightfoot:** Mr. Lightfoot reported that the County Bond Rating has gone up. County lost \$5000,000.00 in CHIPS money. Sales Tax County wide rose 60 thousand in the last quarter of 2018. Various changes to state law are resulting in increased and unfunded costs to the County. Raise the Age Law, Bail changes.

**Adjournment:** The meeting was adjourned upon motion at 7:53 PM

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

**Special Meeting Minutes  
Town of Morristown  
May 09, 2019**

**Present:** David VanArnam, Shawn Macaulay, Chris Coffin, Frank Putman

**Absent:** Gary Turner,

**Also Present:** Dean Hoffman (Highway), Kevin Crosby, James Bogardus, Penny Bogardus, Ethyn Moquin, Michael Moore, Wayne Moquin, David Stout

The special meeting was called to order at 5 PM by Supervisor Frank Putman.

**Public Comment and Discussion**

- Penny Bogardus-Has the issue of who will be employed to run the sewer and water districts been settled? Public should have a voice in the matter. Employees should not come from a distance but should be local.
- David VanArnam-Questioned how 3 Board members could call a meeting with Kevin Crosby and not inform the remainder of the board. Supervisor Putman stated that there were only 2 members present and it was to inform Mr. Crosby of all the options.
- Shawn Macaulay stated that \$65 thousand was too high a salary demand.
- David VanArnam-Why was Alex Colby called in? Supervisor Putman stated that it was only an informational conversation with him.  
The Board had a short side discussion about services for the whole town.
- Chris Coffin-addressed Penny Bogardus' concern-He stated that no decision has been made to hire for the sewer and water districts. They are funded under separate line items in the budget.
- David Stout-asked if the Town had asked the village residents about what they wanted.
- Kevin Crosby stated that he will leave village and start work in Alexandria Bay starting June 6<sup>th</sup>. It will be less work and higher salary for him.
- James Bogardus-If DANC is hired who will be responsible for call ins after hours. He stated he is worried the district could be charged any amount and costs would escalate.
- David VanArnam-stated that he wants to keep costs under control for the village districts.
- Frank Putman-The Town Board is responsible for putting employees in place to fill needed positions.
- Chris Coffin-Town Board will put together a budget to best serve the interests of sewer district residents.
- James Bogardus stated that Harrisville uses DANC and their costs are high.
- David VanArnam asked Kevin Crosby to provide the Town with a record of overtime for the village sewer district.
- Kevin Crosby stated updating village sewer valves is expensive. Further stated that there could be 30 thousand remaining in fund balances for both sewer and water districts. He also said he would be doing village sewer and water testing after he leaves.
- Shawn Macaulay asked if Kevin Crosby could do testing and operation under contract. The Board also agreed they would talk with Alex Colby about a position with water and sewer.

**Special Meeting Minutes  
Town of Morristown  
May 09, 2019**

- Frank Putman said the Town could contract with Kevin Crosby for testing and plant operations. Two or three extra hires would be needed and split between sewer, water, sidewalks, mowing and other needs.
- Chris Coffin proposed creating spread sheets to look at current Village costs and current Town costs to assist in projecting costs for the new 2020 post dissolution budget.
- David Stout recommended getting new hires on board now and getting them trained.
- Frank Putman and Shawn Macaulay both stated that job descriptions for the new hires are needed and should be advertised right away.
- Chris Coffin asked for costs for repair materials and consumables for water and sewer to prepare 2020 budget estimates. Kevin Crosby said he will provide spread sheets for budget costs. Mr. Coffin also stated he would query other municipalities on costs for employees and operational costs for sewer and water systems.

Supervisor Putman asked everyone if there were any other comments or questions. As there were none the meeting was adjourned upon motion at 6:02 PM.

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



MORRISTOWN RECREATION COMMITTEE  
PO BOX 240  
MORRISTOWN, NY 13664



April 25, 2019

Morristown Recreation Committee Agenda

I. Record Attendance/ Introduction of Guests

II. Call to Order

III. Approval of Minutes from 3/26/19 Meeting

IV. Standing Reports

- A. Correspondence
- B. Unpaid Bills
- C. Treasurer's Report
- D. Membership Status
- E. Inventory & Equipment to be ordered list

V. Old Business

- A. Baseball and Softball Planning
- B. Summer Programs Planning
  - Swim
  - T ball
  - Soccer Practice
  - ?Youth Basketball
- C. 5K

VI. New Business

- A. Recreation Director Comments
- B. Membership Comments
- C. Next Meeting

VII. Adjournment

**MORRISTOWN RECREATION COMMITTEE  
MINUTES SUMMARY**

MEETING COORDINATOR: SCOTT RITCHIE, PRESIDENT  
CALL TO ORDER: 6:34PM

PAGE: 1 of 2  
DATE: 3/26/19

<b>PRESENT:</b>	Scott Ritchie, President Carol Woodcock, Director Tracy Ward, Vice President Kathy White David Wurzburg	Jane Kring, Secretary Pete Ward, Treasurer Shannon Clement Chris Clement Ruth-Ann Barkley
<b>EXCUSED:</b>	Tammy Ritchie Kelly Ward	Jessica Woodcock Chris Woodcock
<b>ABSENT:</b>	Sue Eckman Lindsay Cutway Brett Simmons	Joe Belile Penny Young
<b>GUESTS:</b>		

**Approval of Minutes:** The minutes from the Morristown Recreation Committee meeting held on 2/26/19 were distributed for review and approval. A motion was made by Tracy Ward, seconded by Carol Woodcock and carried to approve the minutes.

**STANDING REPORTS:**

**Correspondence**

- Tracy Ward sent a letter of interest in driving the bus for the swim program
- Permission forms and business donation letters should be prepared soon

**Unpaid Bills**

- Baseball order, catchers gear reimbursement to Larry Kring

**Treasurer's Report**

- No changes balance is \$5624.21.
- A motion was made by Jane Kring, seconded by Scott Ritchie and carried to approve the treasurer's report.

**Membership Status**

- 16 active members. Chris Clement would like to become a member.

**Inventory & Equipment to be Ordered List**

- Old requests include: a shelf with hooks on the wall to make the dugouts nicer, zip ties for the soccer nets, and new nets for next season.
- New items to add include: bats for softball, 2 5/8" barrel bats for boys – 3 from Olympia, jerseys for the 3 teams from Arnie's, ice packs and first aid kits – 8, softball and baseball order placed.

**OLD BUSINESS:**

**Baseball and Softball Planning**

- Sponsors needed – Dirty Gringo for softball
- Billy Hosmer coordinating a coach pitch league on Saturdays in Ogdensburg for 1<sup>st</sup> & 2<sup>nd</sup> graders, pre-K and K T-ball during May and June – will distribute forms to assess interest
- T ball and coach pitch forms due 4/18, starts 5/4
- Meeting Thursday at 6:30PM for baseball
- Need to finish Firehall field, ?Dean Hoffman and the highway department can help
- Leagues will finish by 6/23, no travel during the week, away games at Ogdensburg, Hammond, Lisbon and Gouverneur on Saturdays
- Summer League 12U and 14U \$25/team due June 1<sup>st</sup>

### **Summer Programs Planning**

- Swim to be afternoons 7/9-8/1, Cam's pizza party at the end. Kyle Bouchard would like to be Swim supervisor, other positions currently without applicants. Carol will discuss with Matt Curatello and make arrangements for the pool use.
- Soccer camp to be called Kiwanis Soccer Practice, Games start in September, but should still be open to younger kids that aren't eligible for Kiwanis yet
- T ball
- Youth basketball ?July evenings, need to confirm times for summer

### **5K**

- Scheduled for 7/6 9AM
- ?post forms on the town site for people to retrieve, ? Paypal account for payments
- Carol will secure 10 sponsors to defray the costs of shirts

### **NEW BUSINESS:**

#### **Recreation Director Comments**

- Working on ad, contract with school, this is the last year the village will be contributing, will need to propose that the town contributes more

#### **Membership Comments**

- Jacob Gilmour willing to help set up a Morristown Rec Committee webpage – pictures, information and PayPal, and 5K information
- Need coach for older boys, Scott Ritchie
- Scott Ritchie is Baseball Director, will use voucher pad for umpires with dates, town will pay at the end of the season, 5-6 kids volunteered already, need to not harass umpires – potentially not allow parents and spectators behind fencing – SPORTSMANSHIP!!
- Motion made by Jane Kring seconded by Carol Woodcock and carried to instate Kyle as swim supervisor and Tracy as swim bus driver

**Adjournment:** A motion was made by Jane Kring, seconded by Ruth-Ann Barkley, and carried to adjourn at 7:40PM.

**Next meeting:** The next Morristown Recreation meeting is scheduled for Tuesday April 24th at 6:30PM at the town hall.

Respectfully submitted,

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Jane A. Kring, Morristown Recreation Committee Secretary



## **Budget Amendment**

### **General A**

A1910.4 Insurance From \$23,080 reduced to \$22,080

### **General A**

Add new account # A9055.8 Disability Insurance -\$1,000\*

\*Disability Insurance is an Employee Benefit-not a regular insurance line item, as per OCA Annual Report Correction.



Federal Home Loan Bank  
NEW YORK

Irrevocable Stand-By Letter Of Credit

Date: February 26, 2019

No: 201902250003

Town of Morristown  
Att: Frank Putman - Supervisor  
PO Box 240  
Morristown, NY 13664

Ladies and Gentlemen:

At the request and for the account of The Citizens National Bank of Hammond (the "Customer"), and in order to facilitate certain transactions between the Customer and third parties, the Federal Home Loan Bank of New York (the "Bank") hereby establishes in favor of you, as beneficiary, its irrevocable stand-by Letter of Credit ("LOC"), numbered as set forth above, whereby, subject to the below terms and conditions, the Bank authorizes you to draw on the Bank, in one or more drawings, up to an aggregate of **US \$400,000.00** (the "Credit Amount"), at any time from the date hereof until the close of the Bank's business on February 26, 2020, or on any earlier date on which this LOC is terminated as herein provided (the "Expiration Date").

Funds under this LOC are available to you following your presentation to the Bank, on a day upon which the Bank is open for business (a "Business Day") prior to the Expiration Date, the original of this LOC and of your written drawing certificate prepared in the form of Exhibit A included in the Bank's LOC Guide. Upon each payment made by the Bank hereunder, the Credit Amount shall be automatically reduced by the amount of such payment. Rules governing the Bank's specific responsibilities with regard to the time of presentment are included in the Bank's LOC Guide.

If a drawing certificate presented by you does not conform in any instance to the terms and conditions of this LOC, the Bank shall give you notice to that effect, stating the reasons therefore and that the Bank is holding such drawing certificate at your disposal or is returning the same to you, as the Bank may elect. Any attempt to correct any such non-conformance by submitting a corrected drawing certificate shall be treated as a new drawing certificate.

Presentation of your drawing certificate, delivery of all notices to the Bank required hereunder and other communications with respect to this LOC must be made at the Bank's offices at 101 Park Avenue, New York, New York 10178, Attention: Vice President and Director, Member Services Operations. Such presentation of your drawing certificate or other communications shall be deemed given only when actually received by the Bank and shall be mailed or delivered to the Bank, or (except with respect to presentation or other required delivery of the original of this LOC) may be sent to the Bank by telecopier to (212) 949-0651. The original of any such document delivered by telecommunication shall be delivered to the Bank on or before the next Business Day after such telecommunication.

If requested, payments under this LOC may be made by wire transfer of immediately available funds to such account as is designated in your drawing certificate. If no such request is made, payment shall be made by a check drawn by the Bank and mailed to your address as indicated above. Except as otherwise herein provided, only you may make a drawing under this LOC. The Bank may accept or pay any drawing certificate signed or issued by any administrator, trustee in bankruptcy, debtor in possession, assignee for benefit of creditors, liquidator, receiver, conservator, or similar representative of you as beneficiary of this LOC. This LOC may be terminated by the delivery to the Bank of your written Consent thereto, substantially in the form of Exhibit B contained in the Bank's LOC Guide. Any such Consent must be accompanied by the original of this LOC. This LOC is issued subject to the International Standby Practices 1998 and, to the extent not inconsistent therewith, by Article 5 of the Uniform Commercial Code as in effect in the State of New York. This LOC is not transferable except with the express written consent of the Bank. Requests for such transfer shall be substantially in the form of Exhibit C contained in the Bank's LOC Guide.

This LOC sets forth in full the undertaking of the Bank. Except as otherwise herein provided, this LOC shall not be modified, amended or amplified except by writing executed by the Bank and by you or your successor or permitted transferee.

Sincerely,

FEDERAL HOME LOAN BANK OF NEW YORK

By:

John Nyjacek

Title: Credit Operations Manager