

TOWN BOARD MEETING

January 12, 2015

6:00 P.M.

PRESENT: Councilpersons: Kevin Armstrong, Leonard Govern, Supervisor Bruce Dolph, Hwy. Supt., Walt Geidel, Attorney Sean Becker and Town Clerk Ronda Williams

ABSENT: Luis Rodriguez-Betancourt, Patty Wood,

OTHERS PRESENT: R. A. Cairns - The Walton Reporter, Charles Gregory, Steven Dutcher and Dylan Walley

**RESOLUTION #25                      APPROVAL OF MINUTES**

A motion was made by Councilman Armstrong, seconded by Govern approving the minutes of December 29, 2014 January 5, 2015 as presented. All in favor, motion carried.

FLOOR TIME:

None Requested

SUPERINTENDENT OF HWY. REPORT:

Presented the Board with a shared service agreement with Delaware County in relation to mandatory CDL Drug & Alcohol Testing.

**RESOLUTION BY THE TOWN OF WALTON BOARD  
IN RELATION TO AGREEMENT FOR MANDATORY CDL DRUG & ALCOHOL  
TESTING**

**Whereas** the Federal Highway Administration (FHWA) has adopted and published regulations at 49 C.F. R. Part 382, entitled “Controlled Substances & Alcohol Use and Testing”; and

**Whereas** these regulations apply to all Public Employees holding CDL licenses and who perform safety sensitive functions; and

**Whereas** the regulations require the testing of all personnel who are covered; and

Whereas the regulations allow for Consortiums to be formed by groups of employers to administer the regulations as a single entity; and

**Whereas** the County of Delaware has agreed to administer a consortium for all the Towns and Villages in the County.

**NOW THEREFORE BE IT RESOLVED** that the Town of Walton Board approves the highway Superintendent signing and agreement with the County of Delaware for the mandatory 49 C.F.R. Part 382, “Controlled Substances & Alcohol Use and Testing”

**RESOLUTION #26**

**SHARED SERVICE AGREEMENT WITH DELAWARE COUNTY IN RELATION TO MANDATORY CDL DRUG & ALCOHOL TESTING**

A motion was by Councilman Armstrong, seconded by Govern granting Highway Superintendent permission to sign an agreement for a shared service with Delaware County in relation to Mandatory CDL Drug & Alcohol Testing. All in favor, motion carried.

Provided the Board with a Highway Department 2014 Year in Review

Requested permission to attend the annual Highway Superintendent Conference on February 13, 2015.

**RESOLUTION #27**

**PERMISSION TO ATTEND ANNUAL HIGHWAY CONFERENCE**

A motion was made by Councilman Armstrong, seconded by Govern granting permission for Highway Superintendent to attend the annual Highway Conference on February 13, 2015. All in favor, motion carried.

Reported that truck #11 is back at T&T waiting for the manufacturer of the pump to see how to proceed.

Reported that a complaint was received about a gate at the end of Kellogg Road that had been damaged. The Highway Superintendent stated that location is where the town uses it as a turn-around for the plow trucks. He was not aware of causing damage but stated he could have. Supervisor Dolph will follow up with the matter.

**TOWN CLERK'S REPORT:**

Provided my financial report to the Board

Reported that I am 8% collected with taxes.

Reported that \$7,741.00 dog license fees for 2014 were collected. The dog license revenue is still able to fund the Dog Control Officers salary.

Requested permission to dispose of obsolete records.

TOWN OF WALTON  
OFFICE OF TOWN CLERK  
129 NORTH ST.  
WALTON, NY 13856

TO: Town Board Members  
FROM: Ronda Williams, Record Management Officer  
DATE: January 9, 2015  
SUBJECT: Obsolete Records

The following records have met the New York State Record Retention and Disposition Schedule and are no longer required to keep. Upon your approval these records will be disposed of properly.

DOG IDENTIFICATION AND CONTROL RETENTION

2011	Copy of original or renewal license	3 years
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FISCAL

**Banking and Investment:**

2008	Banking communications; bank statements copy of checks, deposit books & slips, receipts	6 years
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**Payroll:**

2008	Employee time cards, sheets, request for time off,	6 years
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**Purchasing:**

2008	Invoices, abstracts,	6 years
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**General Accounting and Miscellaneous:**

2008	Accounting register, Cash transaction, Daily cash records	6 years
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GENERAL

2013	Correspondence including e-mails of no fiscal, legal or administrative value           o no longer need	
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INSURANCE/SELF-INSURANCE

**Insurance policy:**

2008	Insurance Policies	6 years
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**Certificate of insurance:**

2008	Certificate of Insurance	6 years
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PUBLIC PROPERTY AND EQUIPMENT

**Consumption and Dispensing Records:**

2008	Fuel Consumption Records	6 years
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TAXATION AND ASSESSMENT

**Assessment Roll/Tax Roll:**

2009	Tentative assessment roll	5 years
2008	Tax collection records	6 years

TRANSPORTATION & ENGINEERING

**Highway, Engineering, and Public Works:**

2008	Truck Load Slips	6 years
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**RESOLUTION #28**

**DISPOSAL OF OBSOLETE RECORDS**

A motion was made by Councilman Armstrong, seconded by Govern to dispose of records no longer required meeting the NYS Records Retention and Disposition Schedule. Roll Call: Aye – Armstrong, Govern, Dolph. Absent – Wood, Rodriguez-Betancourt. Motion carried.

CEO/DOG CONTROL REPORT:

Reported that he met with Pat Davis of Middletown who offered his help as to how he documented the storm water management information. He believes we are looking at a 10-15% discount in flood insurance.

Reported that with all the city property in our area, he believes that will add additional points as open space but will have Mr. Davis help him with figuring this. He would also like to add a page to the Towns website to place information about flood insurance.

Supervisor Dolph thanks Steve for all his time and effort in becoming the Flood Plain Manager and was please to have him reach out to Mr. Davis.

Reported that he continues to work on the past due dog list.

Supervisor Dolph upon a suggestion for the Judge recommends granting Stephen Dutcher permission to write appearance tickets for dog and code violations. He states that this may already be within the current laws but it will not hurt to do another resolution so we don't have an issue with something being thrown out of court.

**RESOLUTION#29**

**CEO/DOG CONTROL PERMISSION TO ISSUE APPEARANCE TICKETS**

A motion was made by Councilman Govern, seconded by Armstrong granting permission for the Code Enforcement and Dog Control Officer permission to issue appearance tickets for persons in violation of the Town of Walton’s laws. All in favor, motion carried.

Reported that Bruce Taylor would like to swap a piece of property with the Town of Walton to provide better access to his property. Supervisor Dolph has asked the Town Attorney to contact Mr. Taylor’s Attorney.

Reported that the Village of Walton would like to hold a joint meeting on February 17<sup>th</sup>. Supervisor Dolph asked Trustee Gregory if he knew what some of the topics would be? Trustee Gregory stated he did not. Supervisor Dolph suggested that one should be about the villages proposed sewer plant project.

Reported that information has been received on the Alternating Current Transmission Upgrades for the North America Transmission.

Reported that representatives from NYS will come and speak with the Board to provide information on the procedures on RFP’s for a re-evaluation. The State template is very large and they will help alter it to better fit the needs of Walton.

Reported that during the Flood Committee meeting, he was informed that the 30 day notice is now in place for the contents in the old Reporter Building to be removed. We are still currently waiting for information from the Village before the estimate figures can be recorded for the Bonacic grant.

**SUPERVISOR’S REPORT:**

The Town of Walton has the opportunity to participate in the Division of Housing and Community Renewal Program. This is the program that we participate with Delaware Opportunities for low income home repairs. A public hearing would need to be held on February 9, 2015..

**RESOLUTION #30**

**HOUSING AND COMMUNITY RENEWAL PROGRAM**

A motion was made by Armstrong, seconded by Govern granting Supervisor Dolph to sign and enter into an agreement with Delaware Opportunities for the Housing and Community Renewal Program. All in favor, motion carried.

Supervisor Dolph stated that a Public meeting will take place at the Walton High School for the Local Flood Analysis in February. He stated a date will be announced and East Brook will be on the top of the list.

Superintendent Geidel announced that funding may once again be available for the South River Road project.

COMMITTEE REPORTS:

None reported

APPROVAL OF BILLS:

**RESOLUTION #31**

**APPROVAL OF BILLS**

A motion was made by Councilman, Armstrong, seconded by Govern approving the vouchers as presented for payment. All in favor, motion carried.

General Fund A	#1-14	\$ 8,018.40
General OV B	#1	\$ 3,500.00
General Hwy DA	#1-4	\$ 9,605.61
OV Hwy DB	#1	\$ 199.99

Respectfully submitted,

Ronda Williams  
Town Clerk