

Town of Coventry: Annual Organization/Board Meeting
January 10, 2018

Meeting was opened 7 p.m.

Roll Call: Present; Bob Boudreau, John Wicks, Dan Clark, Kathleen Moore and Marion Ireland.

Invocation: Marion

Pledge: Marion

Open Organizational Meeting:

The Town Board will meet the second Wednesday of every month at 7:00 P.M.

The Town's official newspapers are the Chenango American and the Tri-Town News.

The Town will use NBT Bank as the depository for all funds.

The mileage for 2018 will be 54.5 cents per mile per the IRS.

John made the motion to accept Board Meeting frequency, newspaper, depository information and mileage as presented. Dan seconded. All are in favor.

Appointments are as follows:

Deputy Supervisor – Dan Clark

Chief Financial Officer - Marion Ireland and Bookkeeper - Christine Santullo

Assessor – Brian Fitts

Town Attorney – Coughlin and Gerhart

Dog Control Officer - Bob Webb

Health Official - Chenango County Public Health

Code Enforcement Officer - Richard Metzger

Registrar of Vital Statistics, Records Management, Town Clerk and Tax Collector - Theresa Schultheis

Town Webmaster - Theresa Schultheis

Deputy Town Clerk – Jan O'Shea (appointment by Theresa Schultheis)

Clerk of the Court – Terri Bickford

Town Historian - Vacant

Town Hall Custodian – Chelsea Nickerson

Deputy Highway Superintendent - Vacant

Dan made a motion to accept these appointments. Bob seconded. All are in favor

Planning Board:

Greg Miller

Ellen B. Evans

Jeff Vance

Chris Freitag

Susan Freitag

Dan made a motion to accept these appointments to the Planning Board as presented. John seconded. All are in favor.

Highway Committee: Rick Granger, Marion Ireland, Dan Clark, Dan Dervay.

Bob made a motion to accept Highway Committee and volunteer members. John seconded. All are in favor.

Policies for 2018: Procurement, Workplace Violence, Investment, Highway Vehicle Use and Credit Card policies.

Dan made a motion to accept the policies for 2017. John seconded. All are in favor.
Dan made a motion to allow the Supervisor permission to pay the following without audit: Postage, NYS Contributions, all insurances, NYS Taxes, any bill that will incur late charges (electric, gas etc.) and Social Security transfers. Bob seconded. All are in favor.

Dan made a motion to close the Organizational Meeting and open the monthly Board Meeting. John seconded. All are in favor.

John made a motion to accept the Board Minutes from December 27, 2017. Dan seconded. All are in favor.

Town Supervisors: Marion Ireland

- Received in the General Checking-\$142.44 which was the closeout of the Decals account and Clerks fees of \$36.00 for a total of \$178.44.
- Chris is working on the Financial Report for the State.

Highway Superintendent: Rick Granger

- Rick did not win the bid on the loader.
- Rick is looking into putting a bid on a Fuel pump with card reader.
- Rick is talking with other uniform companies at this time. We deal with Cintas at this time but they are not doing as well as when we first started with them.
- Roads are holding up at this time.
- Rick has been in touch with Kara our Verizon representative, looking to upgrade the cell phone. It is only \$.99 difference from what the plan is now. Kathy made a motion for Rick to do the upgrade. Bob seconded. All are in favor.
- The Loader we are using is a rental from John Deere at \$4,200 a month. Our Loader needs the engine repaired (we have the kit for the Engine already), a front axle, the frame is rotting. Another vendor is going to allow use their Loader for free. We need to consider a new Loader. CHIPS money can be used but it has to be the same Model year as CHIPS and we have to keep it for 10 years. Rick is going to see about getting companies in to discuss possibilities with us. Tentative date for this will be January 24, 2018 at 7 p.m.

Highway Committee:

- No report

Assessor's Report:

- See attached.

Coventry Volunteer Fire Company Report:

- Election of Officer's was held. There were no changes.
- Responded to a couple of Mutual Aid fires.

Coventry Emergency Squad:

- No Report

Community Events Committee:

- There will be a meeting this Sunday, January 14, 2018.

Planning Board:

- No Report

Coventry Museum:

- No meetings at this time.

Old Business:

- There was no old business.

New Business:

- Marion presented Fire Chief James Fowlston with the Contract between the Fire Company and the Town and they both signed it and it will be kept on file in the Town Clerks Office.
- Marion handed the board members the Annual Financial Disclosure, Ethics & Workplace Violence Policy, Acknowledgements to be signed and returned.

Public Participation:

- Jan thanked Rick for his extensive research into a new Loader.

Audit of Bills:

Clerk report having been audited by the Board is submitted for approval. Moved by Dan; seconded by John. Roll Call: Kathy, yes; John, yes; Bob, yes; Dan, yes and Marion, yes.

Highway bills in the amount of \$7,040.91 as listed on Warrant 1; items 1- 5 having been audited by the Board are submitted for approval. Moved by Kathy; seconded by Bob. Roll call: John, yes; Bob, yes; Dan, yes; Kathy, yes and Marion, yes.

General bills in the amount of \$4,501.54 as listed on Warrant 1; items 1-9 having been audited by the Board are submitted for approval. Moved by Dan; seconded by Kathy. Roll call: Bob, yes; Dan, yes; Kathy yes; John,, yes and Marion, yes.

The next Board meeting will be on February 14, 2018, at 7 p.m.

The meeting was adjourned at 7:40 p.m., motioned by: Kathy, Seconded by: John. All are in favor.

Supervisor _____ Town Clerk _____
Town Council _____
