

AGENDA

**June 15, 2017
Regular Town Board Meeting 7:00 PM**

- I. **Call to Order**
- II. **Salute to the Flag**
- III. **Moment of Silence**
- IV. **Roll Call**
- V. **Adoption of Agenda**
- VI. **Presentations**
- VII. **Public Comment**
- VIII. **Communications**
- IX. **Approval of Minutes of Previous Sessions**
- X. **Auditing Committee – Motion from Committee to Pay Bills (transfer funds if any)**
- XI. **Reports**
 1. Financial - Supervisor Reese
 2. Highway Department Committee – Council member Grimm
 3. Highway Report – Superintendent Scott Crewell
 4. Dog Warden – Jim Brownell
 5. Building and Fire Code Enforcement – Barry Vickers
 6. Town Clerk – Janet Trumbull
 7. Planning Board – Chairman James Welch
 8. ZBA -Neal Erkson
 9. Justice Reports – Judge Alford & Judge Bradley
 10. Assessor – Robert Harris
 11. Historian – Robert Carter

XII. New Business

1. Resolution 34 of 2017 – Resolution Granting Approval of Junkyard License Renewal for Roger R. Crews (Crews Drive)
2. Resolution 35 of 2017 – Resolution Granting Approval of Junkyard License Renewal for Charles Mykel, Sr (Van Dyke Road)
3. Resolution 36 of 2017 – Resolution Granting Approval of Junkyard License Renewal for James R. Crews, Sr. Lot #1 (Near Bauder Road) Lot #2 on Van Dyke & Lot #3 (Across from Old Fire House)
4. Resolution 37 of 2017 – Resolution Awarding Contract for Low Sulphur Diesel Fuel
5. Resolution 38 of 2017 – Resolution to Accept and Amend the 2017 Town Budget – CHIPS
6. Resolution 39 of 2017 – Resolution Authorizing the Town Supervisor to Sign Contract for Mowing of Grass and Brush on County Roads
7. Resolution 40 of 2017 – Resolution Supporting the Municipal Consolidation Efficiency Plan as Submitted by Montgomery County and it's Constituent Municipalities
8. Resolution 41 of 2017 – Resolution Supporting the Undertaking of a Consolidation Study
9. Resolution 42 of 2017 – Resolution Supporting the Modernization of Property Assessment Practices within Montgomery County and it's Constituent Municipalities
10. Resolution 43 of 2017 – Resolution Supporting the Creation of a Modern Joint Court Facility in the Former Beech-Nut Plant and Expressing the Desire to Participate in that Project
11. Resolution 44 of 2017 – Resolution Supporting the Enhancement of Municipal and County IT Capacity and the Implementation of Electronic Records Management Systems
12. Resolution 45 of 2017 – Resolution Supporting the Development of a Consolidated Vehicle/Equipment Maintenance and Repair Facility

13. Resolution 46 of 2017 – Resolution Supporting the Development of a Joint Storage Shed and Fueling Facility.

XIII. **Next Meeting July 20, 2017 @ 7:00 pm**

XIV. **Adjournment**

RESOLUTION 34 OF 2017
DATED: JUNE 15, 2017
MINDEN, NEW YORK

RESOLUTION BY:

SECOND BY:

RESOLUTION GRANTING APPROVAL OF JUNKYARD LICENSE RENEWAL FOR ROGER R. CREWS (CREWS DRIVE)

WHEREAS, license renewal application for Roger R. Crews was reviewed at the June 15, 2017 meeting of the Town of Minden Board, be it hereby

RESOLVED, to approve the renewal for Roger R. Crews Junkyard located at 121 Crews Drive, effective July 1, 2017 - June 30, 2018.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION 35 OF 2017
DATED: JUNE 15, 2017
MINDEN, NEW YORK

RESOLUTION BY:

SECOND BY:

RESOLUTION GRANTING APPROVAL OF JUNKYARD LICENSE RENEWAL FOR CHARLES MYKEL, SR. (VAN DYKE ROAD)

WHEREAS, license renewal application for Charles Mykel, Sr. was reviewed at the June 15, 2017 meeting of the Town of Minden Board, be it hereby

RESOLVED, to approve the renewal for Charles Mykel, Sr. Junkyard located on 165 Van Dyke Road, effective July 1, 2017 - June 30, 2018.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION 36 OF 2017
DATED: JUNE 15, 2017
MINDEN, NEW YORK

RESOLUTION BY:

SECOND BY:

RESOLUTION GRANTING APPROVAL OF JUNKYARD LICENSE RENEWAL FOR JAMES R. CREWS, SR., LOT #1, (NEAR BAUDER ROAD) LOT #2, ON VAN DYKE, & LOT #3 (Across from Old Firehouse)

WHEREAS, three (3) license renewal applications were received from James R. Crews, Sr. and same were reviewed at the June 15, 2017 meeting of the Town of Minden Board, be it hereby

RESOLVED, to approve the renewal for James R. Crews, Sr., Junkyards Lot 1, SBL. 76.-1-42, Lot 2, SBL. 76.-1-31, & Lot 3, SBL. 76.-1-50 Rte 163 effective July 1, 2017 - June 30, 2018.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION 37 OF 2017
DATED: JUNE 15, 2017
MINDEN, NEW YORK

RESOLUTION BY:

SECOND BY:

RESOLUTION AWARDING CONTRACT FOR LOW SULPHUR DIESEL FUEL

WHEREAS, a legal notice was published that sealed bids would be received until 2:00 P.M. on June 15, 2017 for 20,000 gallon of diesel fuel, and

WHEREAS, bids were received from;

RESOLVED, to award the contract for Diesel Fuel to _____, for a (1) year period commencing July 1, 2017 and expiring June 30, 2018.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION TO ACCEPT and AMEND THE 2017 TOWN BUDGET WITH (CHIPS) REVENUE and ROLLOVER BALANCE, AND APPROPRIATING THOSE CHIPS FUNDS WITHIN THE OPERATING HIGHWAY BUDGET

WHEREAS, the NYS Department of Transportation has sent written notice that the Town of Minden has a total **CHIPS balance of \$152,682.93** which is available for the June payment; that consists of a **\$79,197.74 SFY 2017-18 CHIPS apportionment balance** and a **\$40,027.14 CHIPS Capital cumulative rollover balance** and **PAVENY \$18,077.67** and **EWR of \$15,380.14**.

WHEREAS, the 2017 CHIPS Highway Revenues was estimated in - Capital Outlay- line item **51-50-5112-200** as **\$50,000 dollars**.

BE IT RESOLVED, to amend and increase estimated revenue and appropriate into expenditure appropriation line items within the operating budget so that the highway superintendent can expend those monies on Capital outlay projects as follows:

AMENDMENT of the 2017- BUDGET:

Increase Estimated Revenue 51-3501 Consolidated Highway (CHIPS)	\$102,682.93
Increase Appropriations 51-50-5112-200 Improvements Capital Outlay	\$102,682.93

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN CONTRACT FOR MOWING
OF GRASS AND BRUSH ON COUNTY ROADS

WHEREAS, the Commissioner of Public Works of this County has submitted a contract for mowing of grass and brush from county roads within the Town of Minden under Section 135A of the Highway Law, now therefore be it and it

RESOLVED, that pursuant to Section 135A of the Highway Law, this Board accept the contract for grass and brush mowing, and authorizes the Town Supervisor to execute the the grass and brush contract with Montgomery County for the period of January 1, 2017 through December 31, 2017.

Town of Minden Miles: 53.59

2017 Amount/Mile: \$400.00 – Total 2017 Grass/Brush Removal Contract: \$21,436.00.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE MUNICIPAL CONSOLIDATION EFFICIENCY PLAN AS
SUBMITTED BY MONTGOMERY COUNTY AND ITS CONSTITUENT MUNICIPALITIES

WHEREAS, the Town of Minden desires to reduce the property tax burden upon its residents; and

WHEREAS, the Town of Minden desires to simultaneously increase the quality of municipal services delivered to its residents; and

WHEREAS, the Town of Minden has demonstrated its ability to work with other municipalities in Montgomery County, and Montgomery County itself, in successful efforts to share services and create municipal efficiencies; and

WHEREAS, that the Town of Minden, through the Municipal Consolidation and Efficiency Plan (MCEP), will work collectively with Montgomery County and its municipal partners within the County to innovatively and fundamentally transform the manner in which local governments operate and municipal services are delivered.

NOW, THEREFORE BE IT RESOLVED that the Town of Minden hereby endorses, fully supports and will actively participate in the implementation of the Municipal Consolidation and Efficiency Plan as submitted by Montgomery County and its municipal partners.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE UNDERTAKING OF A CONSOLIDATION STUDY

WHEREAS, the Village of Fort Plain and the Town of Minden have closely collaborated over many years in the sharing of municipal services; and

WHEREAS, there is an opportunity for both the Town of Minden and the Village of Fort plain to evaluate the benefits of municipal consolidation; and

WHEREAS, both municipal entities seek to quantify and enumerate the benefits of such a consolidation; and

WHEREAS, that the funding for a consolidation study would be under-written through the Municipal Consolidation and Efficiency Plan monies.

NOW, THEREFORE BE IT RESOLVED that the Town of Minden hereby endorses, fully supports and will actively participate in a consolidation study to be undertaken by an appropriately qualified research and consulting organization.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE MODERNIZATION OF PROPERTY ASSESSMENT PRACTICES WITHIN MONTGOMERY COUNTY AND ITS CONSTITUENT MUNICIPALITIES

WHEREAS, the Town of Minden desires to implement a modern and more sophisticated system for property assessment; and

WHEREAS, the Town of Minden especially seeks to utilize highly technical and specialized valuation services necessary for many commercial assessments; and

WHEREAS, the Town of Minden intends to conform more closely with New York State Real Property Tax Services guidelines and performance standards for its assessment practices; and,

WHEREAS, incremental improvements, to be funded through the Municipal Consolidation and Efficiency Plan will first serve to generally improve and modernize assessment practices throughout Montgomery County and then, ultimately, establish the platform for the implementation of a County-administered Assessment Program.

NOW, THEREFORE BE IT RESOLVED that Town of Minden hereby endorses, fully supports and will actively participate in the modernization and standardization of assessment practices.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE CREATION OF A MODERN JOINT COURT FACILITY IN THE FORMER BEECH-NUT PLANT AND EXPRESSING THE DESIRE TO PARTICIPATE IN THAT PROJECT

WHEREAS, the Town of Minden desires to reduce the property tax burden upon its residents; and

WHEREAS, the Town of Minden desires to simultaneously increase the quality of municipal services delivered to its residents; and

WHEREAS, the Town of Minden specifically seeks to improve quality of its court facilities and ensure that its court facilities comply with Office of Court Administration (OCA) standards for space, security, arraignment procedures and prisoner holding capacity; and

WHEREAS, the Town of Minden, through the Municipal Consolidation and Efficiency Plan (MCEP), will work collectively with Montgomery County and its municipal partners in the Western part of the County to develop a modern centralized Court facility in the former Beech-Nut Building in Canajoharie; and

WHEREAS, the Town of Minden, recognizes that the capital costs of the referenced court facility will be underwritten through grant funding and that operational costs for its court will be reduced.

NOW, THEREFORE BE IT RESOLVED that Town of Minden hereby endorses, fully supports and will actively participate development of a modern, centralized Court facility to be shared with other municipal partners.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE ENHANCEMENT OF MUNICIPAL AND COUNTY I.T. CAPACITY AND THE IMPLEMENTATION OF ELECTRONIC RECORDS MANAGEMENT SYSTEMS

WHEREAS, the Town of Minden desires to reduce costs and inefficiencies associated with the utilization and storage paper-based records; and

WHEREAS, the Town of Minden recognizes not only the inefficiency associated with paper records storage, but is also well aware of the operational costs, in terms of space required, to store paper records; and

WHEREAS, the Town of Minden intends to better integrate its records; and

WHEREAS, the Town of Minden seeks to expand the range of municipal services that can be provided via an Internet portal; and

WHEREAS, Montgomery County, through the use of Municipal Consolidation and Efficiency Program monies will vastly improve its own IT backbone and extend the benefits of that enhancement to the local municipalities.

NOW, THEREFORE BE IT RESOLVED that the Town of Minden hereby endorses, fully supports and will actively participate in a new electronic records management environment and content management system.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE DEVELOPMENT OF A CONSOLIDATED
VEHICLE/EQUIPMENT MAINTENANCE AND REPAIR FACILITY

WHEREAS, the Town of Minden desires to reduce costs associated with the maintenance and repair of its vehicles and heavy equipment; and

WHEREAS, the Town of Minden seeks to ensure that operational downtime for equipment is minimized during repair/maintenance cycles; and

WHEREAS, the development of a consolidated vehicle/equipment maintenance and repair facility will offset costs otherwise needed to improve Town of Minden repair/maintenance facility; and

WHEREAS, the development of a consolidated vehicle/equipment maintenance and repair facility, to be funded through the Municipal Consolidation and Efficiency Plan (MCEP) will reduce repair/maintenance costs and will enable (insert municipality) to keep its vehicle/equipment fleet continually operational.

NOW, THEREFORE BE IT RESOLVED that Town of Minden hereby endorses, fully supports and will actively participate in the consolidated vehicle/equipment maintenance and repair facility.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK

RESOLUTION BY:

SECOND BY:

RESOLUTION SUPPORTING THE DEVELOPMENT OF A JOINT STORAGE SHED AND FUELING FACILITY

WHEREAS, the Town of Minden desires to develop a joint salt storage shed and fueling facility with the Town of Minden; and

WHEREAS, there is a collective need for both the Town of Minden and the Village of Fort Plain to effectively store road salt and manage salt/sand mixing in an environmentally appropriate manner; and

WHEREAS, the Village lacks a fueling facility, impeding access to fuel, while the Town's fueling facility lacks adequate containment; and

WHEREAS, such facility consolidation would yield initial capital and ongoing operational savings, with initial capital cost to be underwritten through Municipal Consolidation and Efficiency Plan funding.

NOW, THEREFORE BE IT RESOLVED that the Town of Minden hereby endorses, fully supports and will actively participate in the development of a joint salt storage shed and fueling facility.

Vote on resolution:

Supervisor	Cheryl A. Reese
Council member	S.Joan Eckler
Council member	Karolann Grimm
Council member	Stephen Heiser
Council member	Thomas Yager

SUPERVISOR

TOWN CLERK