

HOPKINTON TOWN COUNCIL – APRIL 16, 2018

PLEDGE OF ALLEGIANCE

1. CALL REGULAR MEETING TO ORDER
2. CALL FOR VOTE ON PROPOSED WIND LAW #2 OF 2018
3. PRIVILEGE OF FLOOR
4. APPROVAL OF MINUTES OF MARCH 19, 2018 REG MTG & MARCH 29, 2018 PUBLIC HEARING
5. APPROVAL OF FINANCIAL REPORT FOR MARCH 2018

6. AUDIT OF BILLS:

a. Voucher Nos.	<u>84</u>	to	<u>103</u>	General Account \$	<u>5,873.14</u>
b. Voucher Nos.	<u>34</u>	to	<u>48</u>	Highway Account \$	<u>12,585.16</u>
c. Voucher Nos.	<u>7</u>	to		BHLS Account \$	<u>425.00</u>

7. REVIEW OF BUDGET REPORT TO DATE

8. CORRESPONDENCE

- a. NYS – Homes and Community Renewal

9. OLD BUSINESS

- a. Board of Ethics
- b. Wind Advisory Board

10. COMMITTEE REPORTS

- a. Supervisor update
- b. Code Enforcement
- c. Assessor
- d. Library
- e. Museum
- f. Highway & Safety
- g. Town Facilities
- h. Rescue
- i. BHLS Health Center
- j. Groundskeeper

11. NEW BUSINESS

- a. Resolution to Appoint a Third Deputy Town Clerk
- b. Quote for museum

12. ADJOURNMENT

REGULAR MEETING

MARCH 19, 2018

At the Regular Meeting held on Monday, March 19, 2018 at the Hopkinton Town Hall at 6:30 p.m.

PRESENT: Supervisor Wood, Councilpersons Lyon, Parker, Sochia, Pullano.

OTHERS PRESENT: Clerk French, Assessor Allen Fukes, Douglas Witherell, Lori Witherell, Mary Witherell, Luke Daily, Dolores Rice, Anthony Platoni, Jose Ignacio Franchez Galan, Natasha Wolpin, Janice Pease, Joe Pease, Willy Dailey, Luke Martin, John Mahoney, Amber Lindsey, Mike Opal Sr., Mary Jane Toomey, Scott McDonald, Kelly Potenzano, Frank Potenzano, Deb Rust, Dan Murdie, Tome Whitesell, Pat Walzer, P. Walzer, Forrest Gallian, Thomas Farns, Robert Panasci of Young/Summer LLC., Laura Murphy, Greg Crump, Richard Eakins, Ricky Eakins, William Fox, Robert Blum, Sherry Blum, Joe Snell, Ernest Wood.

Supv. Wood called the Regular Meeting to order at 6:35 p.m.

Privilege of the Floor:

Councilman Sochia: asked to speak to the Board. He stated that at the work session meeting when he arrived he was told by Councilman Pullano that he could not sit at the table and be part of the work session. He then confronted Supv Wood in regards to this was told that he could not sit at the table and be part of the work session but could sit in the audience. He proceeded to inform Supv. Wood that he had pursued legal counsel on this matter and stated he would be voting on the proposed wind law and that she could contact his attorney with questions. Supv. Wood responded that she is only going upon the advice of the Town Attorney, Roger Linden, on this matter and the attorneys can fight it out.

Frank Potenzano: asked the Supervisor why at the last meeting when she was questioned about the postcards she was receiving from residents asking the Board to keep the line of communication open in regards to the proposed wind project she told them that she had not had a chance to look them over and the Board had not seen them, but they showed up on Joe Pease's Facebook page, posted by Janice Pease the next day after receiving them. He asked how they get in the publics hands before Board Members have even seen them. Supv. Wood responded that they were public records and Janice Pease was in her office and asked to look at them, also the Board Members knew they were there and none of them came in to review the cards.

Ricky Eakins: asked why they did not have to request to review or have copies of the postcards through a FOIL request. Mr. Eakins also asked about the petitions that were circulated by the CCRP in regards to a moratorium/PILOT. He asked how it could be a valid petition when there were no actual signatures it was all typed. Also there was no narrative in regards to what they were signing.

Supv. Wood responded it was a valid petition and she is not in possession of the actual signed petitions.

Frank Potenzano: asked to see the actual petition with original signatures presented to the Board with a narrative of what persons were signing.

Lori Witherell: stated that she has all of the original petitions and will provide a copy to the Supervisor, but will not turn over the originals they are the property of the CCRP.

Janice Pease: commented that she had viewed the post cards during the Supervisors office hours.

Luke Daily: commented that the petitions that were circulated were clear about PILOT vs taxation and a moratorium. She also stated the petition for not extending the wind overlay zone to south of 72 was clear in the protection of forest land and State lands.

Councilman Pullano: commented that the petitions were not against the project or PILOT, people just want a protective wind law.

Sandy Maine: stated that the CCRP group had been called bullies by Avangrid in the news media and she thanked Supv. Wood for her letter of support in regards to this matter

Kelly Potenzano: spoke in regards to being bullied by the CCRP group. She stated that she personally had been

REGULAR MEETING CONTINUED

MARCH 19, 2018

bullied by some of the members. She stated someone getting in your face and calling you names is bullying. She stated this is why more persons that are in favor of this project will not come forward.

Cathy McKay, Kelly Charleson, and Pat Walzer: thanked Sue Wood, Kelly Pullano and Susan Lyon for proposing a wind law that will protect the health, welfare and safety of the people and bringing it to a Public Hearing.

Scott McDonald, Avangrid: asked the Board to continue negotiations. He asked them to proceed with the study and review it on taxation vs PILOT. He stated that Avangrid is open for discussions they are not hiding and want what's best. They would like to get negotiations started. He stated the reason for sending out postcards and the letter to residents were to open up the conversation and to ask the Board to make a decision on facts not on biased view.

Richard Eakins: stated that at the Public Hearing in July people wanted to know what was in it for them. The Board needs to let the process work. They need to take time to review PILOT vs taxation and do what is best for the town. He also told the Board that he spoke with Stephen Teele, Town of Lisbon, who just leased 26 acres for a solar farm and no PILOT was given but the town and county gave them a 15 year exemption so there will be no revenue to the town or county in regards to this project.

Ms. Lyon made a motion, seconded by Mr. Parker to accept minutes of Regular Meeting held on February 12, 2018 and Special Meeting held on February 27, 2018 as presented. Adopted unanimously.

Mr. Sochia made a motion, seconded by Mr. Parker to accept Supervisors Financial Report for February 2018 as presented. Adopted unanimously.

Voucher Nos. 51 to 83 General Fund Abstract 3 in the amount of \$27,811.85 were audited and approved by the Board.

Voucher Nos. 25 to 33 Highway Fund Abstract 3 in the amount of \$18,084.68 were audited and approved by the Board.

Voucher Nos. 5 to 6 BHLS Health Center Fund Abstract 3 in the amount of \$480.36 were audited and approved by the Board.

Ms. Lyon made a motion, seconded by Mrs. Pullano to pay the bills. Adopted unanimously.

Correspondence:

Potsdam Elks Lodge: regarding Youth Recognition Day on May 3. The day recognizes youth for their outstanding contribution to school and community. Supv. Wood asked if any Board members could attend to let her know.

AECOM: regards to the New York Power Authority developing a Communication Backbone Execution Plan to protect the security of its telecommunication systems. It is a SEQRA Type 1 action. They have identified the Town as a potential involved or interested agency. They are asking the town to allow them to be lead agency in this process. The Board discussed this and asked Supv. Wood to contact them for more info on this before signing to allow the NYPA to be designated as SEQRA Lead Agency and bring the info back to the April Town Board Meeting.

National Grid: informing the town that a comprehensive field review of the street lighting facilities within the Town of Hopkinton has been completed by a third party. The results show no billing discrepancies.

John's Cleaning Service: quote to the town in regards to janitorial services, carpet cleaning, vinyl floor refinishing among other things available.

NYS Department of Taxation & Finance: regarding tentative special franchise full values for the 2018 tax roll. The hearing date will be April 19, 2018 in Albany.

REGULAR MEETING CONTINUED

MARCH 19, 2018

Committee Reports:

Supervisors Report: Supv. Wood reported that she is still answering questions and meeting with persons in regards to the proposed wind project.

Code Enforcement: A written report was presented. Supv. Wood read it aloud. One permit has been issued to date.

Assessor: Mr. Fukes presented a written report. He read his report aloud. STAR exemptions have been received and recorded in assessment roll. He received the tentative equalization rates for vacant land and residential. The rate for vacant is 102.55% and residential 97.83%. The combined average is 102.55%. This will be nine years in a row that the town is at 100%.

Museum: Mr. Parker presented a written report. Hopkinton Historical Group presented Greg Crump with a plaque and granted him honorary life membership to the Hopkinton Historical Group as thanks for his work as our Town Liaison.

Duane Black presented a proposal for the bathroom renovation. The HHG approved it, once it is approved by Jan Keller, Librarian Mr. Parker will bring it to the Board.

Town Facilities: Ms. Lyon reported that February was a slow month.

BHLS: Mr. Sochia reported they had their monthly meeting.

Groundskeeper: Mr. Wood reported that he has been busy with snow removal. He is having some problems with the snow blower it is in for repairs.

New Business:

Public Hearing: Supv. Wood reminded those present that the Public Hearing for Proposed Local Law 2 Wind Energy Facility" will be held on March 28, 2018 at the Hopkinton Town Hall at 6:30 p.m.

Town Hall Grant: Supv. Wood reported to the Board that we had received a \$60,000 grant for renovations to the Town Hall.

Blood Drive: Mrs. Pullano reported that there will be a Blood Drive at the Hopkinton Town Hall on May 23, 2018.

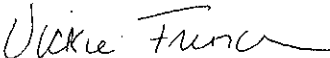
Second Notice Fee: Supv Wood told the Board that it was time to set the second notice fee for tax collection. It can be set at \$1.00 or \$2.00. We have set \$2.00 in the past.

Mr. Parker made a motion, seconded by Ms. Lyon to set \$2.00 as a second notice fee for 2018. Adopted unanimously.

Ms. Lyon made a motion, seconded by Mrs. Pullano to adjourn the meeting.

Meeting was adjourned at 7:20 p.m.

Respectfully Submitted:



Vickie French, RMC

PUBLIC HEARING PROPOSED LOCAL LAW 2 OF 2018

MARCH 28, 2018

PUBLIC HEARING PROPOSED LL 2 entitled "Wind Energy Facilities Law of Hopkinton, New York" held on Wednesday, March 28, 2018 at the Hopkinton Town Hall at 6:30 p.m.

PRESENT: Supervisor Wood, Councilpersons Lyon, Pullano, Sochia, Parker.

OTHERS PRESENT: Clerk French, Attorney Roger Linden, Dolores Rice, Anthony Platoni, Moses Yoder, Cheryl Phippen, Michael Fournier "FARM", Guy Rosenbarker, Gerald Taylor, Deb Rust, Rob Panasci Young/Sommer, Janice Pease, Joe Pease, Frank Potenzano, Kelly Potenzano, Amber Lindsey, Randy Lindsey, Luke Martin, Rachel Martin, Micah Rosenbarker, Matthew Rosenbarker, Suzanne Rosenbarker, Jeff Tavernia, Richard Peary, Pat Walzer, John Mahoney, Dan Murdie Avangrid, Scott McDonald Avangrid, Sherry Blum, Robert Blum, Martin Goddard, Duane Butterfield, Tim Helfter, Paula Helfter, Bonnie Helfter, Richard Eakins, Amy Mitchell, Richard Burnett, Greg Crump, John Trieller, Olga Trieller, Ann Slater, Douglas Witherell, Lori Witherell, Beth Rosenbarker, Wayne Akley, Etta Phelix, Kenneth Phelix, Richard Reich, Tom McHale, Gary ?, William Larue, Brian Jacques, Carl Devito, Lionel Alexander, Charlie B?, Duane French, David Hannon, Levi Zook, John Schlabach, Mose Miller, Elsie Dominy, Charles Dominy, Mary Witherell, Forrest Gallian, Charlie Rohlfs, Michael Toomey, Mary Jane Toomey, Natasha Wolpin, Eli Sochia, Cindy Niles, Patricia Belile, Piper Sochia, Rick Perkins, Morgan Newtown, Bruce McDonald, Ashley ?, Colette Parmer, Joel Parmer, Tom Demo, Joseph McGill, Peter Parker, Debra Parker, Dean Laubsler?, Laura Murphy, Albert Schlabach, Henry Miller, Audrey Gilbert, Lisa Gray, Hayley Gray, Eric Scovil, Kris Green, Justin Fox, Bill Fox, Dave Enslow, Ronald Baldwin, Cherie Whitten, Ricky Eakins, Josie Severtson, Kelly Johnson-Eiolla.

Supervisor Wood called the Public Hearing to order at 6:40 p.m. followed by the Pledge of Allegiance.

Supervisor Wood read aloud the Notice of Public Hearing. She also stated that the Short Environmental Impact form has been completed and forwarded to the DEC and a copy is posted on the town website.

She explained the rules of order for the Public Hearing. Each person will have three minutes then we will move on to the next. Once all have been heard of someone would like to speak again that will be allowed.

She read into the record that she had received the following correspondence on March 28, 2018: Robert Panasci, Young/Sommer, regarding proposed revisions to the Town of Hopkinton Wind Energy Facilities Law. She stated that if anyone would like a copy of the correspondence it would be available at the Town Clerk's Office or on the Town website.

Frank Potenzano: regarding the CCRP petitions south of SH72 and petitions for Moratorium/PILOT.

Councilman Pullano read letter aloud that was sent from the Supervisor in the Town of Parishville. He stated that if Avangrid cares about the community it will build the project within the scope of the proposed law. Protect the community if the wind farm is meant to be it will be built within the scope of the proposed law.

PUBLIC HEARING PROPOSED LL 2 OF 2018 CONTINUED

MARCH 28, 2018

Lori Witherell asked for permission to read aloud emails she had received from person who could not be in attendance. She read a letter from Richard Grover he has concerns how this project will affect the head waters of Trout Brook and land clearing.

Paula Youmell, seasonal resident, she is against the whole project and asked the Board to pass the wind law as written and not to expand the wind overlay zone south of SH 72.

She also received 10 emails, and nine were in favor of passing the wind law as is, one was against.

She was presented with 30 signed statements, some of which were present at the meeting, in support of passing the proposed 2018 wind law as written.

The following persons were heard in favor of passing the Wind Law as is written:

Mike Fournier, Robert Blum, Joe Snell, Audrey Gilbert, Olga Trieller, Janice Pease, Dean L., Amber Lindsey, Dr. Martin, Luke Daily, Forrest Gallion, Jeff Snell, Kelly Charleson, Morgan Newtown, John Mahoney, Lori Witherell, Ernest Wood, Laura Murphy, Amy ?, Mose Yoder, Anne Britten, Cherie Whitton, Guy Rosenbarker, Pat Walzer, Cheryl Phippen, John Coddell, Luke Martin, Kelly Johnson-Eiola, Robin Wolpin.

Their concerns were the health and safety of residents, PILOT vs Taxation, they feel that the majority of the town is against the wind project, not an American company, not extending the wind overlay zone south of SH72, property values, environmental impact, bird migration, earth vibrations.

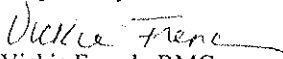
The following persons spoke against the wind being passed as written:

Josie Severtson, Frank Potenzano, Earl McBride, Ricky Eakins, Scott McDonald Avangrid, Mary Jane Toomey, Richard Eakins, Charlie ?, Duane French.

Their concerns were that there are residents of the town in favor of the project they have collected over 190 postcards asking the town board to continue the discussion and concerns that the town board has not reviewed the postcards as of yet. Petitions presented to the Board in regards to no wind overlay zone south of SH72 and moratorium and PILOT were not legal and signatures were not validated. The study on PILOT vs Taxation has not been completed yet. Do not feel the incentives the wind company is offering are bribes. Setbacks at 2500 are too restrictive, need to expand the wind overlay zone to south of SH72. Project will create jobs and revenue for the town. Town Board has a responsibility to be unbiased. The Board needs to do more research in other towns where wind farms have been operating for years. SLC Planning Board recommendations were that the setbacks were too restrictive. Ice throw chart that was presented are incorrect it does not allow for with and without drag. The board was given a graph and website to look at in regards to this.

All persons desiring to be heard, having been heard, Mrs. Pullano made a motion with a second by Ms. Lyon the Hearing was terminated at 9:40 p.m.

Respectfully submitted:

  
Vickie French, RMC

**TOWN OF HOPKINTON**  
**Abstract of Unaudited Vouchers**  
**GENERAL FUND - TOWNWIDE**

Total Claims: \$5,873.14

04/16/2018

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
84	NATIONAL GRID MUSEUM/LIBRARY	A1620.4	80.63	9780	03/23/2018
84	NATIONAL GRID TOWN HALL	A1620.4	81.60	9780	03/23/2018
84	NATIONAL GRID MUNI BLDG	A1620.4	93.37	9780	03/23/2018
84	NATIONAL GRID GARAGE	A5132.4	274.56	9780	03/23/2018
84	NATIONAL GRID HOPKINTON PARK	A7140.4	25.56	9780	03/23/2018
84	NATIONAL GRID FT JACKSON PARK	A7140.4	19.78	9780	03/23/2018
85	JAMES LYON APRIL ACCT FEES	A1320.1	978.08	9781	04/04/2018
86	AMAZON CAPITAL SERVICES 13YC-LJ3L-TG6D/TONER SUPV PRINTER	A1220.4	80.98		
86	AMAZON CAPITAL SERVICES 13YC-LJ3L-TG6D/TONER ACCT PRINTER	A1320.4	80.98		
86	AMAZON CAPITAL SERVICES 147W-9YWN-T96V/EMERGENCY LIGHT STIAR WAY MUNI	A1620.4	38.99		
87	J & F TRASH SERVICE 17795/MARCH TRASH REMOVAL	A8160.4	75.00		
88	BENEFACOR FUNDING CORP 1804093/WATER TEST TOWN HALL	A1620.4	30.00		
89	NATIONAL GRID STREET LIGHTS	A5182.4	686.40	9782	04/09/2018
90	NICHOLVILLE TELEPHONE CO. GARAGE PHONE & INTERNET	A5132.4	108.79		
90	NICHOLVILLE TELEPHONE CO. LIBRARY PHONE	A7410.4	35.46		
91	FASTPRINT 50725/WINDOW ENVELOPES	A1660.4	76.00		
92	JOHNSTONS WATER, LLC 101148/WATER GARAGE	A5132.4	24.00		
93	COMMISSIONER OF NYSDEC PBS# 6-450901/BULK STORAGE APP	A5132.4	100.00		

**TOWN OF HOPKINTON**  
**Abstract of Unaudited Vouchers**  
**GENERAL FUND - TOWNWIDE**

Total Claims: \$5,873.14

04/16/2018

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
94	Adirondack Propane 902269/MUNI BLDG	A1620.4	235.83		
94	Adirondack Propane 902271/GARAGE	A5132.4	491.84		
95	BAKER & TAYLOR 2033597207/BOOKS	A7410.4	4.00		
95	BAKER & TAYLOR 2033530101/BOOKS	A7410.4	9.77		
95	BAKER & TAYLOR 52033568133/BOOKS	A7410.4	16.76		
96	TEAMSTERS HEALTH & HOSPITAL HEALTH INS FOR MAY	A9060.8	850.85		
97	MX FUELS 048047/LIBRARY HEAT	A7410.4	532.45		
97	MX FUELS 048048/MUSEUM HEAT	A7450.4	276.08		
98	ALLEN FUKES MILEAGE MARCH	A1355.4	103.00		
99	JAN KELLER TONER PRINTER	A7410.4	64.79		
100	THE BICKNELL CORPORATION 109823/LADDER & ROOF NAILS	A5132.4	42.19		
100	THE BICKNELL CORPORATION 109355/NAILS & SCREWS BARN RENO	A5132.4	35.98		
101	KEY BANK DINNER SLC CLERK MEETING	A1410.4	44.00		
102	TIME WARNER CABLE JUDGE PHONE & INTERNET	A1110.4	29.24		
102	TIME WARNER CABLE SUPV PHONE & INTERNET	A1220.4	29.23		
102	TIME WARNER CABLE ACCT PHONE & INTERNET	A1320.4	29.24		
102	TIME WARNER CABLE ASSR PHONE & INTERNET	A1355.4	29.24		
102	TIME WARNER CABLE CLERK PHONE & INTERNET	A1410.4	29.23		
102	TIME WARNER CABLE CODE PHONE & INTERNET	A8020.4	29.24		



**TOWN OF HOPKINTON**  
**Abstract of Unaudited Vouchers**  
**GENERAL FUND - TOWNWIDE**

Total Claims: \$5,873.14

04/16/2018

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
103	VICKIE FRENCH MILEAGE	A1330.4	75.00		
103	VICKIE FRENCH MILEAGE	A1410.4	25.00		
Total:			5,873.14		

**TOWN OF HOPKINTON**  
**Abstract of Unaudited Vouchers**  
**HIGHWAY**

Total Claims: \$12,585.16

04/16/2018

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
34	TEAMSTERS HEALTH & HOSPITAL MAY HEALTH INS	DA9060.8	5,701.20		
35	FRENCHIE'S FORD INC 26837/POWER STEERING HOSE TR-1	DA5130.4	62.86		
36	5TH WHEEL DIESEL INC 10241602/DRAIN PLUG	DA5130.4	17.47		
36	5TH WHEEL DIESEL INC 10241397/FUEL LINES	DA5130.4	241.08		
37	MIDSTATE INDUSTRIAL SUPPLY 18-52844/POLY BROOM	DA5130.4	708.70		
38	AIRGAS USA, LLC 9952661977/CYLINDER LEASE	DA5130.4	284.00		
38	AIRGAS USA, LLC 9074112526/OXYGEN	DA5130.4	10.21		
38	AIRGAS USA, LLC 9074571057/GRINDER WHEEL	DA5130.4	48.20		
39	EVANS & WHITE ACE HARDWARE 634423/PAINT & SUPPLIES FOR TRUCKS	DA5130.4	62.73		
40	JEFFERSON-LEWIS BOCES 585-18A/DRUG TESTING	DA5120.4	66.25		
41	A/C AUTO PARTS 624161/LAMP	DA5130.4	3.98		
41	A/C AUTO PARTS 624747/LAMP & PLUG	DA5130.4	6.68		
41	A/C AUTO PARTS 624268/BACK UP ALARM	DA5130.4	69.99		
42	CALIFORNIA CONTRACTOR SUPPLY T86300/DIAMOND BLADE	DA5130.4	299.00		
43	LEBERGE & CURTIS INC. 124502/LOCK NUT	DA5130.4	3.32		
43	LEBERGE & CURTIS INC. 124921/HYDRAULIC FILTER	DA5130.4	75.56		
43	LEBERGE & CURTIS INC. 124493/BOLT	DA5130.4	58.52		
43	LEBERGE & CURTIS INC. 124504/WELD HOOK	DA5130.4	3.85		
44	GENAWAYS OIL SUPPLY 54647/OIL, BATTERY, GREASE ETC	DA5130.4	1,332.50		

**TOWN OF HOPKINTON**  
**Abstract of Unaudited Vouchers**  
**HIGHWAY**

Total Claims: \$12,585.16

04/16/2018

Number 004

Voucher #	Claimant	Account #	Amount	Check	Date
45	MX FUELS 048102/GAS	DA5142.4	528.40		
45	MX FUELS 048249/DIESEL FUEL	DA5142.4	904.67		
45	MX FUELS 048368/DIESEL FUEL	DA5142.4	1,032.31		
45	MX FUELS 048186/DIESEL FUEL	DA5142.4	383.54		
46	FASTENAL COMPANY NYMAS115283/BOLTS, NUTS & WASHERS	DA5130.4	150.11		
47	SAFELIGHT FULFILLMENT INC 01857-396001/2011 FORD	DA5130.4	171.29		
47	SAFELIGHT FULFILLMENT INC 01857-396004/2004 STERLING	DA5130.4	163.74		
48	TIMOTHY LAPAGE CLOTHING ALLOWANCE	DA5120.4	195.00		
<b>Total:</b>			12,585.16		

# ABSTRACT OF AUDITED VOUCHERS

## BHLS FUND

TOWN OF HOPKINTON ST. LAWRENCE COUNTY, NY ABSTRACT NO. 4

DATE OF AUDIT APRIL 16, 2018

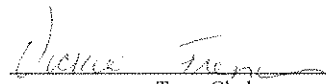
PAGE NO. 1

CLAIM NO	CLAIMANT	ACCOUNT	AMOUNT	CHECK	AMOUNT
B-7	TERRY TRUAX	BHLS	425.00		425.00
		TOTAL	\$425.00		\$425.00

To the Supervisor

I certify that the vouchers listed above were audited by the Town Board On the above date and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite his name.

04/16/2018  
Date

  
Town Clerk

**TOWN OF HOPKINTON**  
**GENERAL FUND - TOWNWIDE**  
**DETAIL OF REVENUES**  
03/31/2018

		Modified budget	Earned 2018	Unearned Balance	%
<b>REAL PROPERTY TAXES</b>					
A1001	REAL PROPERTY TAXES	187,545.00	572,640.00	-385,095.00	0.0
	TOTAL REAL PROPERTY TAXES	187,545.00	572,640.00	-385,095.00	0.0
<b>REAL PROPERTY TAX ITEMS</b>					
A1090	INTEREST & PENALTIES ON PROP TAXES	5,000.00	1,488.02	3,511.98	70.2
	TOTAL REAL PROPERTY TAX ITEMS	5,000.00	1,488.02	3,511.98	70.2
<b>NON-PROPERTY TAX ITEMS</b>					
A1120	NON-PROP TAX DISTR BY COUNTY	143,000.00	76,971.17	66,028.83	46.2
	TOTAL NON-PROPERTY TAX ITEMS	143,000.00	76,971.17	66,028.83	46.2
<b>DEPARTMENTAL INCOME</b>					
A1255	DEPARTMENTAL INCOME - CLERK FEES	750.00	106.42	643.58	85.8
	TOTAL DEPARTMENTAL INCOME	750.00	106.42	643.58	85.8
<b>INTERGOVERNMENTAL CHARGES</b>					
A2300	MISCELLANEOUS	0.00	4,668.00	-4,668.00	0.0
	TOTAL INTERGOVERNMENTAL CHARGES	0.00	4,668.00	-4,668.00	0.0
<b>USE OF MONEY AND PROPERTY</b>					
A2401	INTEREST AND EARNINGS	250.00	149.18	100.82	40.3
A2410	RENTAL OF REAL PROPERTY	2,000.00	325.00	1,675.00	83.8
	TOTAL USE OF MONEY AND PROPERTY	2,250.00	474.18	1,775.82	78.9
<b>LICENSES AND PERMITS</b>					
A2544	DOG LICENSES	1,500.00	206.50	1,293.50	86.2
A2590	PERMITS AND OTHER	3,000.00	0.00	3,000.00	100.0
	TOTAL LICENSES AND PERMITS	4,500.00	206.50	4,293.50	95.4
<b>FINES AND FORFEITURES</b>					
A2610	FINES AND FORFEITED BAIL	8,000.00	1,512.50	6,487.50	81.1
	TOTAL FINES AND FORFEITURES	8,000.00	1,512.50	6,487.50	81.1
<b>STATE AID</b>					
A3001	STATE AID - PER CAPITAL	10,131.00	0.00	10,131.00	100.0
A3005	MORTGAGE TAX	4,000.00	0.00	4,000.00	100.0
A3040	STAR PROGRAM	0.00	0.00	0.00	0.0
A3050	REVALUATION	0.00	0.00	0.00	0.0
A3820	YOUTH PROGRAMS	0.00	0.00	0.00	0.0
	TOTAL STATE AID	14,131.00	0.00	14,131.00	100.0
	TOTAL REVENUES:	365,176.00	658,066.79	-292,890.79	0.0

**TOWN OF HOPKINTON**  
**GENERAL FUND - TOWNWIDE**  
**DETAIL OF EXPENDITURES**  
03/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
<b>GENERAL GOVERNMENT SUPPORT</b>						
<b>TOWN BOARD</b>						
A1010.1	TOWN BOARD - PERSONAL SERVICES	10,332.00	0.00	0.00	10,332.00	100.0
A1010.4	TOWN BOARD - CONTRACTUAL	816.00	815.85	0.00	0.15	0.0
	TOTAL:	11,148.00	815.85	0.00	10,332.15	92.7
<b>JUSTICES</b>						
A1110.1	JUSTICES - PERSONAL SERVICES	9,883.00	2,280.72	0.00	7,602.28	76.9
A1110.2	JUSTICES - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A1110.4	JUSTICES - CONTRACTUAL	4,000.00	297.90	0.00	3,702.10	92.6
	TOTAL:	13,883.00	2,578.62	0.00	11,304.38	81.4
<b>SUPERVISOR</b>						
A1220.1	SUPERVISOR - PERSONAL SERVICES	12,090.00	2,653.20	0.00	9,436.80	78.1
A1220.4	SUPERVISOR - CONTRACTUAL	2,300.00	106.27	0.00	2,193.73	95.4
	TOTAL:	14,390.00	2,759.47	0.00	11,630.53	80.8
<b>AUDITING AND ACCOUNTING</b>						
A1320.1	AUDITING AND ACCOUNTING - PERSONAL SERVS	11,737.00	2,934.24	0.00	8,802.76	75.0
A1320.4	AUDITING AND ACCOUNTING - CONTRACTUAL	2,500.00	87.89	0.00	2,412.11	96.5
	TOTAL:	14,237.00	3,022.13	0.00	11,214.87	78.8
<b>TAX COLLECTION</b>						
A1330.2	TAX COLLECTION - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A1330.4	TAX COLLECTION - CONTRACTUAL	1,700.00	433.50	0.00	1,266.50	74.5
	TOTAL:	1,700.00	433.50	0.00	1,266.50	74.5
<b>BUDGET</b>						
A1340.1	BUDGET - PERSONAL SERVICES	956.00	0.00	0.00	956.00	100.0
A1340.4	BUDGET - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
	TOTAL:	956.00	0.00	0.00	956.00	100.0
<b>PURCHASING</b>						
A1345.2	PURCHASING - EQUIPMENT	3,000.00	0.00	0.00	3,000.00	100.0
A1345.4	PURCHASING - CONTRACTUAL	1,000.00	178.53	0.00	821.47	82.1
	TOTAL:	4,000.00	178.53	0.00	3,821.47	95.5
<b>ASSESSORS</b>						
A1355.1	ASSESSORS - PERSONAL SERVICES	17,565.00	4,053.48	0.00	13,511.52	76.9
A1355.2	ASSESSORS - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A1355.4	ASSESSORS - CONTRACTUAL	2,000.00	477.47	0.00	1,522.53	76.1
	TOTAL:	19,565.00	4,530.95	0.00	15,034.05	76.8
<b>TOWN CLERK</b>						
A1410.1	TOWN CLERK - PERSONAL SERVICES	21,471.00	4,930.98	0.00	16,540.02	77.0
A1410.2	TOWN CLERK - EQUIPMENT	275.00	250.89	0.00	24.11	8.8
A1410.4	TOWN CLERK - CONTRACTUAL	4,800.00	1,405.06	0.00	3,394.94	70.7
	TOTAL:	26,546.00	6,586.93	0.00	19,959.07	75.2

**TOWN OF HOPKINTON**  
**GENERAL FUND - TOWNWIDE**  
**DETAIL OF EXPENDITURES**  
03/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
<b>ATTORNEY</b>						
A1420.4	ATTORNEY - CONTRACTUAL	10,000.00	1,456.25	0.00	8,543.75	85.4
	TOTAL:	10,000.00	1,456.25	0.00	8,543.75	85.4
<b>PERSONNEL</b>						
A1430.1	PERSONNEL - PERSONAL SERVICES	1,200.00	0.00	0.00	1,200.00	100.0
A1430.4	PERSONNEL - CONTRACTUAL	100.00	0.00	0.00	100.00	100.0
	TOTAL:	1,300.00	0.00	0.00	1,300.00	100.0
<b>ENGINEER</b>						
A1440.4	ENGINEER	0.00	0.00	0.00	0.00	0.0
	TOTAL:	0.00	0.00	0.00	0.00	0.0
<b>ELECTIONS</b>						
A1450.1	ELECTIONS - PERSONAL SERVICES	0.00	0.00	0.00	0.00	0.0
A1450.4	ELECTIONS - CONTRACTUAL	350.00	0.00	0.00	350.00	100.0
	TOTAL:	350.00	0.00	0.00	350.00	100.0
<b>BUILDINGS</b>						
A1620.1	BUILDINGS - PERSONAL SERVICES	12,173.00	1,998.32	0.00	10,174.68	83.6
A1620.2	BUILDINGS - EQUIPMENT	1,500.00	0.00	0.00	1,500.00	100.0
A1620.4	BUILDINGS - CONTRACTUAL	38,360.00	4,539.13	0.00	33,820.87	88.2
	TOTAL:	52,033.00	6,537.45	0.00	45,495.55	87.4
<b>CENTRAL STOREROOM</b>						
A1660.4	CENTRAL STOREROOM - CONTRACTUAL	1,800.00	25.63	0.00	1,774.37	98.6
	TOTAL:	1,800.00	25.63	0.00	1,774.37	98.6
<b>SPECIAL ITEMS</b>						
A1910.4	SPECIAL ITEMS - UNALLOCATED INSURANCE	24,500.00	111.20	0.00	24,388.80	99.5
A1920.4	SPECIAL ITEMS - MUNICIPAL ASSN. DUES	700.00	700.00	0.00	0.00	0.0
A1990.4	SPECIAL ITEMS - CONTINGENT	24,884.00	0.00	0.00	24,884.00	100.0
	TOTAL:	50,084.00	811.20	0.00	49,272.80	98.4
	TOTAL GENERAL GOVERNMENT SUPPORT	221,992.00	29,736.51	0.00	192,255.49	86.6
<b>PUBLIC SAFETY</b>						
<b>TRAFFIC CONTROL</b>						
A3310.4	TRAFFIC CONTROL - CONTRACTUAL	2,000.00	0.00	0.00	2,000.00	100.0
	TOTAL:	2,000.00	0.00	0.00	2,000.00	100.0
<b>FIRE FIGHTING</b>						
A3410.4	FIRE FIGHTING - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
	TOTAL:	0.00	0.00	0.00	0.00	0.0
<b>DOG CONTROL</b>						
A3510.1	DOG CONTROL - PERSONAL SERVICES	3,768.00	942.00	0.00	2,826.00	75.0
A3510.4	DOG CONTROL - CONTRACTUAL	3,000.00	1,800.00	0.00	1,200.00	40.0
	TOTAL:	6,768.00	2,742.00	0.00	4,026.00	59.5
	TOTAL PUBLIC SAFETY	8,768.00	2,742.00	0.00	6,026.00	68.7

**TOWN OF HOPKINTON**  
**GENERAL FUND - TOWNWIDE**  
**DETAIL OF EXPENDITURES**  
03/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
<b>PUBLIC HEALTH</b>						
<b>BOARD OF HEALTH</b>						
A4010.4	BOARD OF HEALTH - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
	TOTAL:	0.00	0.00	0.00	0.00	0.0
<b>VITAL STATISTICS</b>						
A4020.1	VITAL STATISTICS - PERSONAL SERVICES	540.00	0.00	0.00	540.00	100.0
A4020.4	VITAL STATISTICS - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
	TOTAL:	540.00	0.00	0.00	540.00	100.0
<b>AMBULANCE</b>						
A4540.4	AMBULANCE - CONTRACTUAL	13,333.00	12,960.00	0.00	373.00	2.8
	TOTAL:	13,333.00	12,960.00	0.00	373.00	2.8
<b>MEDICAL HEALTH CENTER</b>						
A4560.4	MEDICAL HEALTH CENTER - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
	TOTAL:	0.00	0.00	0.00	0.00	0.0
	TOTAL PUBLIC HEALTH	13,873.00	12,960.00	0.00	913.00	6.6
<b>TRANSPORTATION</b>						
<b>SUPT OF HIGHWAYS</b>						
A5010.1	SUPT OF HIGHWAYS - PERSONAL SERVICES	50,250.00	12,141.61	0.00	38,108.39	75.8
A5010.4	SUPT OF HIGHWAYS - CONTRACTUAL	1,600.00	488.82	0.00	1,111.18	69.4
	TOTAL:	51,850.00	12,630.43	0.00	39,219.57	75.6
<b>GARAGE</b>						
A5132.4	GARAGE - CONTRACTUAL	21,000.00	5,813.70	0.00	15,186.30	72.3
	TOTAL:	21,000.00	5,813.70	0.00	15,186.30	72.3
<b>STREET LIGHTING</b>						
A5182.4	STREET LIGHTING - CONTRACTUAL	8,600.00	2,348.67	0.00	6,251.33	72.7
	TOTAL:	8,600.00	2,348.67	0.00	6,251.33	72.7
	TOTAL TRANSPORTATION	81,450.00	20,792.80	0.00	60,657.20	74.5
<b>CULTURE AND RECREATION</b>						
<b>PARKS</b>						
A7110.4	PARKS - CONTRACTUAL	700.00	0.00	0.00	700.00	100.0
	TOTAL:	700.00	0.00	0.00	700.00	100.0
<b>PLAYGROUNDS &amp; REC CNTRS</b>						
A7140.1	PLAYGROUNDS & REC CNTRS - PERSONAL SERVS	4,950.00	0.00	0.00	4,950.00	100.0
A7140.2	PLAYGROUNDS & REC CNTRS - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A7140.4	PLAYGROUNDS & REC CNTRS - CONTRACTUAL	13,800.00	152.01	0.00	13,647.99	98.9
	TOTAL:	18,750.00	152.01	0.00	18,597.99	99.2
<b>LIBRARY</b>						
A7410.1	LIBRARY - PERSONAL SERVICES	6,500.00	1,521.68	0.00	4,978.32	76.6
A7410.2	LIBRARY - EQUIPMENT	300.00	0.00	0.00	300.00	100.0
A7410.4	LIBRARY - CONTRACTUAL	6,500.00	1,587.83	0.00	4,912.17	75.6



**TOWN OF HOPKINTON**  
**GENERAL FUND - TOWNWIDE**  
**DETAIL OF EXPENDITURES**  
03/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
TOTAL:		13,300.00	3,109.51	0.00	10,190.49	76.6
<b>MUSEUM</b>						
A7410.4	MUSEUM - CONTRACTUAL	5,000.00	1,489.57	0.00	3,510.43	70.2
TOTAL:		5,000.00	1,489.57	0.00	3,510.43	70.2
<b>HISTORIAN</b>						
A7510.1	HISTORIAN - PERSONAL SERVICES	600.00	0.00	0.00	600.00	100.0
A7510.2	HISTORIAN - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A7510.4	HISTORIAN - CONTRACTUAL	500.00	0.00	0.00	500.00	100.0
TOTAL:		1,100.00	0.00	0.00	1,100.00	100.0
<b>CELEBRATIONS</b>						
A7510.4	CELEBRATIONS - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
TOTAL:		0.00	0.00	0.00	0.00	0.0
<b>ADULT RECREATION</b>						
A7610.4	ADULT RECREATION - CONTRACTUAL	1,500.00	750.00	0.00	750.00	50.0
TOTAL:		1,500.00	750.00	0.00	750.00	50.0
TOTAL CULTURE AND RECREATION		40,350.00	5,501.09	0.00	34,848.91	86.4
<b>HOME AND COMMUNITY SERVICES</b>						
<b>PLANNING</b>						
A8010.1	PLANNING - PERSONAL SERVICES	7,171.00	1,654.86	0.00	5,516.14	76.9
A8010.4	PLANNING - CONTRACTUAL	2,200.00	481.51	0.00	1,718.49	78.1
TOTAL:		9,371.00	2,136.37	0.00	7,234.63	77.2
<b>REFUSE AND GARBAGE</b>						
A8110.4	REFUSE AND GARBAGE - CONTRACTUAL	1,020.00	225.00	0.00	795.00	77.9
TOTAL:		1,020.00	225.00	0.00	795.00	77.9
<b>CEMETERIES</b>						
A8810.4	CEMETERIES - CONTRACTUAL	3,000.00	2,174.31	0.00	825.69	27.5
TOTAL:		3,000.00	2,174.31	0.00	825.69	27.5
TOTAL HOME AND COMMUNITY SERVICES		13,391.00	4,535.68	0.00	8,855.32	66.1
<b>EMPLOYEE BENEFITS</b>						
<b>EMPLOYEE BENEFITS</b>						
A9010.8	EMPLOYEE BENEFITS - STATE RETIREMENT	15,000.00	0.00	0.00	15,000.00	100.0
A9030.8	EMPLOYEE BENEFITS - SOCIAL SECURITY	13,500.00	2,447.13	0.00	11,052.87	81.9
A9010.8	EMPLOYEE BENEFITS - HOSP & MED INSURANCE	9,458.00	3,403.40	0.00	6,054.60	64.0
TOTAL:		37,958.00	5,850.53	0.00	32,107.47	84.6
TOTAL EMPLOYEE BENEFITS		37,958.00	5,850.53	0.00	32,107.47	84.6
<b>DEBT SERVICE</b>						
		0.00	0.00	0.00	0.00	0.0
A9715.6	DEBT SERVICE - PRINCIPAL	14,500.00	0.00	0.00	14,500.00	100.0
A9785.7	DEBT SERVICE - INTEREST	12,894.00	0.00	0.00	12,894.00	100.0
TOTAL:		27,394.00	0.00	0.00	27,394.00	100.0

**TOWN OF HOPKINTON**  
**GENERAL FUND - TOWNWIDE**  
**DETAIL OF EXPENDITURES**  
03/31/2018

	Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
TOTAL DEBT SERVICE	27,394.00	0.00	0.00	27,394.00	100.0
TOTAL EXPENDITURES:	445,176.00	82,118.61	0.00	363,057.39	81.6

## TOWN OF HOPKINTON

## HIGHWAY

## DETAIL OF REVENUES

03/31/2018

		Modified budget	Earned 2018	Unearned Balance	%
<b>REAL PROPERTY TAXES</b>					
DA1001	REAL PROPERTY TAXES	385,095.00	0.00	385,095.00	100.0
	TOTAL REAL PROPERTY TAXES	385,095.00	0.00	385,095.00	100.0
<b>NON-PROPERTY TAX ITEMS</b>					
DA1120	NON-PROP TAX DISTRIB. BY COUNTY	143,875.00	0.00	143,875.00	100.0
	TOTAL NON-PROPERTY TAX ITEMS	143,875.00	0.00	143,875.00	100.0
<b>INTERGOVERNMENTAL CHARGES</b>					
DA2300	SERVICES FOR OTHER GOVERNMENTS	43,758.00	20,814.88	22,943.12	52.4
	TOTAL INTERGOVERNMENTAL CHARGES	43,758.00	20,814.88	22,943.12	52.4
<b>USE OF MONEY AND PROPERTY</b>					
DA2401	INTEREST & EARNINGS	100.00	45.50	54.50	54.5
	TOTAL USE OF MONEY AND PROPERTY	100.00	45.50	54.50	54.5
<b>INTERFUND REVENUES</b>					
DA2900	MISCELLANEOUS	0.00	0.00	0.00	0.0
	TOTAL INTERFUND REVENUES	0.00	0.00	0.00	0.0
<b>STATE AID</b>					
DA3501	CONSOLIDATED HIGHWAY	210,540.00	0.00	210,540.00	100.0
	TOTAL STATE AID	210,540.00	0.00	210,540.00	100.0
	TOTAL REVENUES:	783,368.00	20,860.38	762,507.62	97.3

## TOWN OF HOPKINTON

HIGHWAY  
DETAIL OF EXPENDITURES

03/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
<b>TRANSPORTATION</b>						
<b>GENERAL REPAIRS</b>						
DA5110.1	GENERAL REPAIRS - PERSONAL SERVICES	44,700.00	0.00	0.00	44,700.00	100.0
DA5110.4	GENERAL REPAIRS - CONTRACTUAL	55,000.00	-2,733.72	0.00	57,733.72	105.0
	TOTAL:	99,700.00	-2,733.72	0.00	102,433.72	102.7
<b>CAPITAL OUTLAY</b>						
DA5112.2	CAPITAL OUTLAY	245,625.00	0.00	0.00	245,625.00	100.0
	TOTAL:	245,625.00	0.00	0.00	245,625.00	100.0
<b>BRIDGES</b>						
DA5120.4	BRIDGES - CONTRACTUAL	5,000.00	331.84	0.00	4,668.16	93.4
	TOTAL:	5,000.00	331.84	0.00	4,668.16	93.4
<b>MACHINERY</b>						
DA5130.1	MACHINERY - PERSONAL SERVICES	23,100.00	0.00	0.00	23,100.00	100.0
DA5130.2	MACHINERY - EQUIPMENT	35,000.00	8,890.90	0.00	26,109.10	74.6
DA5130.4	MACHINERY - CONTRACTUAL	58,000.00	7,912.32	0.00	50,087.68	86.4
	TOTAL:	116,100.00	16,803.22	0.00	99,296.78	85.5
<b>MISCELLANEOUS</b>						
DA5140.1	MISCELLANEOUS - PERSONAL SERVICES	4,000.00	0.00	0.00	4,000.00	100.0
DA5140.4	MISCELLANEOUS - CONTRACTUAL	6,000.00	62.22	0.00	5,937.78	99.0
	TOTAL:	10,000.00	62.22	0.00	9,937.78	99.4
<b>SNOW REMOVAL</b>						
DA5142.1	SNOW REMOVAL - PERSONAL SERVICES	97,700.00	44,966.66	0.00	52,733.34	54.0
DA5142.4	SNOW REMOVAL - CONTRACTUAL	75,000.00	9,332.95	0.00	65,667.05	87.6
	TOTAL:	172,700.00	54,299.61	0.00	118,400.39	68.6
<b>SERV FOR OTHER GOV'T</b>						
DA5148.1	SERV FOR OTHER GOV'T - PERSONAL SERVICES	43,758.00	16,507.39	0.00	27,250.61	62.3
	TOTAL:	43,758.00	16,507.39	0.00	27,250.61	62.3
	TOTAL TRANSPORTATION	692,883.00	85,270.56	0.00	607,612.44	87.7
<b>EMPLOYEE BENEFITS</b>						
<b>EMPLOYEE BENEFITS</b>						
DA9150.8	STATE RETIREMENT	35,950.00	0.00	0.00	35,950.00	100.0
DA9150.8	SOCIAL SECURITY	16,315.00	4,639.59	0.00	11,675.41	71.6
DA9150.8	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.0
DA9150.8	HOSPITAL AND MEDICAL INSURANCE	68,000.00	22,804.80	0.00	45,195.20	66.5
	TOTAL:	120,265.00	27,444.39	0.00	92,820.61	77.2
	TOTAL EMPLOYEE BENEFITS	120,265.00	27,444.39	0.00	92,820.61	77.2
<b>DEBT SERVICE</b>						
<b>INSTALLMENT PURCHASE</b>						
DA9165.6	INSTALLMENT PURCHASE	42,421.00	28,000.96	0.00	14,420.04	34.0
DA9165.7	INSTALLMENT PURCHASE INTEREST	2,799.00	1,843.85	0.00	955.15	34.1

TOWN OF HOPKINTON

HIGHWAY

DETAIL OF EXPENDITURES

03/31/2018

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	Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
TOTAL:	45,220.00	29,844.81	0.00	15,375.19	34.0
TOTAL DEBT SERVICE	45,220.00	29,844.81	0.00	15,375.19	34.0
TOTAL EXPENDITURES:	858,368.00	142,559.76	0.00	715,808.24	83.4

**TOWN OF HOPKINTON - GENERAL FUND - TOWNWIDE**

**BALANCE SHEET**

03/31/2018

**ASSETS**

A200	CASH - CHECKING	47,131.79
A201	CASH - SAVINGS	1,021,180.27
A230	RETIREMENT RESERVE SAVINGS	26,757.10
A231	BUDGET RESERVE	0.00
A232	BUILDING FUND	68,502.56
A250	TAXES RECEIVABLE	0.00
A391	DUE FROM OTHER FUNDS	0.00
	TOTAL	1,163,571.72

**LIABILITIES AND FUND BALANCE**

A600	ACCOUNTS PAYABLE	0.00
A630	DUE TO OTHER FUNDS	0.00
	TOTAL	0.00
	UNEXPENDED FUND BALANCE	1,163,571.72
	TOTAL LIABILITIES & FUND BALANCE	1,163,571.72

**TOWN OF HOPKINTON - GENERAL FUND - TOWNWIDE  
CASH RECEIPTS SUMMARY**

**Year: 2018  
Month: March**

**Number: 003**

Account #		Debits	Credits
A200	CASH - CHECKING	2,675.59	
A1090	INTEREST & PENALTIES ON PROP TAXES		1,488.02
A1255	DEPARTMENTAL INCOME - CLERK FEES		54.25
A2300	MISCELLANEOUS		63.00
A2401	INTEREST AND EARNINGS		1.32
A2410	RENTAL OF REAL PROPERTY		65.00
A2544	DOG LICENSES		71.00
A2610	FINES AND FORFEITED BAIL		933.00
	TOTAL	2,675.59	2,675.59
A980	REVENUES		2,675.59

**TOWN OF HOPKINTON - GENERAL FUND - TOWNWIDE**  
**CASH DISBURSEMENTS SUMMARY**

**Year: 2018**  
**Month: March**

**Number: 003**

Account #		Debits	Credits
A200	CASH - CHECKING		37,146.84
A1110.1	JUSTICES - PERSONAL SERVICES	760.24	
A1110.4	JUSTICES - CONTRACTUAL	239.30	
A1220.1	SUPERVISOR - PERSONAL SERVICES	884.40	
A1220.4	SUPERVISOR - CONTRACTUAL	47.69	
A1320.4	AUDITING AND ACCOUNTING - CONTRACTUAL	29.29	
A1330.4	TAX COLLECTION - CONTRACTUAL	180.00	
A1345.4	PURCHASING - CONTRACTUAL	59.51	
A1355.1	ASSESSORS - PERSONAL SERVICES	1,351.16	
A1355.4	ASSESSORS - CONTRACTUAL	149.29	
A1410.1	TOWN CLERK - PERSONAL SERVICES	1,522.00	
A1410.4	TOWN CLERK - CONTRACTUAL	254.09	
A1420.4	ATTORNEY - CONTRACTUAL	980.00	
A1620.1	BUILDINGS - PERSONAL SERVICES	681.08	
A1620.4	BUILDINGS - CONTRACTUAL	1,985.13	
A3510.1	DOG CONTROL - PERSONAL SERVICES	314.00	
A4540.4	AMBULANCE - CONTRACTUAL	12,960.00	
A5010.1	SUPT OF HIGHWAYS - PERSONAL SERVICES	3,735.88	
A5010.4	SUPT OF HIGHWAYS - CONTRACTUAL	18.82	
A5132.4	GARAGE - CONTRACTUAL	3,265.25	
A7140.4	PLAYGROUNDS & REC CNTRS - CONTRACTUAL	45.34	
A7410.1	LIBRARY - PERSONAL SERVICES	522.20	
A7410.4	LIBRARY - CONTRACTUAL	1,244.26	
A7450.4	MUSEUM - CONTRACTUAL	1,057.97	
A8020.1	PLANNING - PERSONAL SERVICES	551.62	
A8020.4	PLANNING - CONTRACTUAL	422.91	
A8160.4	REFUSE AND GARBAGE - CONTRACTUAL	75.00	
A8810.4	CEMETERIES - CONTRACTUAL	2,174.31	
A9030.8	EMPLOYEE BENEFITS - SOCIAL SECURITY	785.25	
A9060.8	EMPLOYEE BENEFITS - HOSP & MED	850.85	
	<b>TOTAL</b>	<b>37,146.84</b>	<b>37,146.84</b>
A522	EXPENDITURES	37,146.84	



**TOWN OF HOPKINTON - HIGHWAY****BALANCE SHEET**

03/31/2018

**ASSETS**

DA200	CHECKING	343,303.76
DA201	SAVINGS & INVESTMENTS	44,878.59
DA230	EQUIPMENT RESERVE SAVINGS	181,038.00
DA231	EMPLOYEE BENEFIT RESERVE	18,000.00
DA250	TAXES RECEIVABLE	0.00
DA391	DUE FROM OTHER FUNDS	0.00
	TOTAL	<u>587,220.35</u>

**LIABILITIES AND FUND BALANCE**

DA600	ACCOUNTS PAYABLE	0.00
DA630	DUE TO OTHER FUNDS	0.00
	TOTAL	<u>0.00</u>

	UNEXPENDED FUND BALANCE	<u>587,220.35</u>
	TOTAL LIABILITIES & FUND BALANCE	<u>587,220.35</u>

TOWN OF HOPKINTON - HIGHWAY  
CASH RECEIPTS SUMMARY

Year: 2018  
Month: March

Number: 003

Account #		Debits	Credits
DA200	CHECKING	6.23	
DA2401	INTEREST & EARNINGS		6.23
	TOTAL	6.23	6.23
DA980	REVENUES		6.23

**TOWN OF HOPKINTON - HIGHWAY  
CASH DISBURSEMENTS SUMMARY**

**Year: 2018  
Month: March**

**Number: 003**

Account #		Debits	Credits
DA200	CHECKING		37,555.74
DA5110.4	GENERAL REPAIRS - CONTRACTUAL	750.00	
DA5120.4	BRIDGES - CONTRACTUAL	331.84	
DA5130.4	MACHINERY - CONTRACTUAL	4,494.71	
DA5142.1	SNOW REMOVAL - PERSONAL SERVICES	18,105.43	
DA5142.4	SNOW REMOVAL - CONTRACTUAL	6,806.93	
DA9030.8	SOCIAL SECURITY	1,365.63	
DA9060.8	HOSPITAL AND MEDICAL INSURANCE	5,701.20	
	TOTAL	37,555.74	37,555.74
DA522	EXPENDITURES	37,555.74	

**TOWN OF HOPKINTON**  
**TRUST AND AGENCY**  
**BALANCE SHEET**  
03/31/2018

**ASSETS**

TA200	CASH - CHECKING	1,671.64
TA25	TAXES RECEIVABLE	0.00
TA35	OTHER RECEIVABLES	0.00
TA391	DUE FROM OTHER FUNDS	0.00
TA50	BUDGETARY & EXPENSE ACCOUNTS	0.00
TA510	ESTIMATED REVENUES	0.00
TA521	ENCUMBRANCES	0.00
TA522	EXPENDITURES	0.00
TA599	APPROPRIATED FUND BALANCE	0.00
<b>TOTAL ASSETS</b>		<b>1,671.64</b>

**LIABILITIES**

TA10	CONSOLIDATED PAYROLL	153.79
TA18	STATE RETIREMENT	241.85
TA20	GROUP INSURANCE	508.71
TA21	NYS INCOME TAX	3,313.00
TA22	FEDERAL INCOME TAX	-2,526.55
TA23	INCOME EXECUTIONS	0.00
TA24	ASSOC & UNION DUES	501.25
TA26	SOCIAL SECURITY TAX	0.00
TA31	JUSTICE COURT	-1,132.61
TA32	DEFERRED COMPENSATION	1,496.70
TA33	OTHER	-884.80
TA49	CHILD SUPPORT PAYMENTS	0.30
TA60	LIABILITIES	0.00
TA600	ACCOUNTS PAYABLE	0.00
TA630	DUE TO OTHER FUNDS	0.00
TA70	FUND BALANCE	0.00
TA821	RESERVE FOR ENCUMBRANCES	0.00
TA85	OTHER FUNDS	0.00
TA96	BUDGETARY & REVENUE ACCOUNTS	0.00
TA960	APPROPRIATIONS	0.00
TA980	REVENUES	0.00
<b>TOTAL LIABILITIES</b>		<b>1,671.64</b>

**TOWN OF HOPKINTON - TRUST AND AGENCY**  
**CASH RECEIPTS SUMMARY**

Year: 2018

Month: March

Number: 003

Account #	Debits	Credits
TA10 CONSOLIDATED PAYROLL		20,208.07
TA22 FEDERAL INCOME TAX		6,894.13
TA20 GROUP INSURANCE		418.12
TA200 CASH - CHECKING	31,913.02	
TA21 NYS INCOME TAX		1,048.78
TA18 STATE RETIREMENT		288.58
TA31 JUSTICE COURT		1,334.00
TA32 DEFERRED COMPENSATION		1,721.21
TA33 OTHER		0.13
TOTAL	31,913.02	31,913.02

TOWN OF HOPKINTON - TRUST AND AGENCY  
CASH DISBURSEMENTS SUMMARY

Year: 2018  
Month: March

Number: 003

Account #		Debits	Credits
TA10	CONSOLIDATED PAYROLL	23,618.90	
TA22	FEDERAL INCOME TAX	8,150.34	
TA24	ASSOC & UNION DUES	235.50	
TA20	GROUP INSURANCE	128.52	
TA200	CASH - CHECKING		37,531.16
TA18	STATE RETIREMENT	347.50	
TA31	JUSTICE COURT	3,258.00	
TA32	DEFERRED COMPENSATION	1,767.40	
TA33	OTHER	25.00	
	TOTAL	37,531.16	37,531.16



ANDREW M. CUOMO  
Governor

## Homes and Community Renewal

RUTHANNE VISNAUSKAS  
Commissioner/CEO

March 29, 2018

Honorable Susan Wood  
Town of Hopkinton  
7 Church Street  
Hopkinton, New York 12965

Dear Supervisor Wood:

### **RE: Policy Change to CDBG Program Income Guidelines**

This letter is to announce a change in policy regarding retention of Community Development Block Grant (CDBG) program income by current and past recipients of the CDBG Program administered by New York State since the start of Program Year 2000.

CDBG program income includes any proceeds generated by the use of CDBG funds, regardless of whether the grant that generated the program income is open or closed, and must be used in compliance with CDBG rules. Under CDBG program income rules at 24 CFR 570.489(e), the State can choose to allow recipients to retain and reuse the program income subject to all CDBG requirements, or to require it to be returned to the State and reallocated under the State's Method of Distribution. In the past, the Housing Trust Fund Corporation (HTFC), the funding mechanism for the Office of Community Renewal, allowed Recipients to retain and reuse the program income for additional CDBG activities, including after grant closeout, subject to annual reporting.

Under 570.489(e)(3)(ii)(A), the State may require recipients to return program income if it determines that recipients are unable to utilize funds in full compliance with program requirements or the funds are "unlikely to be applied to continue the activity within the reasonably near future." Compliance questions related to the accumulation, reuse and reporting of program income by local recipients has resulted in audit findings that the State is required to address. **Due to these audit findings, HTFC will require all past and present local recipients of the State's CDBG Program (since the year 2000) to return any uncommitted program income in their possession on March 31, 2019 or received after that date.**

To transition to this new CDBG program income requirement:

1. Local recipients must report all program receipts in their possession by **May 31, 2018** using the attached Certification Form.
2. Local recipients may use any program income currently in their possession (or received prior to 3/31/19) for CDBG eligible activities, if the funds are committed by **March 31, 2019**.
  - a. Local recipients may commit program income to activities only after notifying NYS Office of Community Renewal (OCR) staff of the intended use of the funds and demonstrating that the use will meet a National Objective and all CDBG requirements.
  - b. 'Commitment of funds' is achieved only when either the local recipient legislative body has formally allocated funds to a specific project in the public record, or the local recipient has executed a written agreement with a business, homeowner or other eligible person committing funds to a specific activity and approval from OCR.

- c. If the local recipient has an open CDBG project, **CDBG program income must be used for eligible CDBG activities before drawing new CDBG funds under the open grant.**
3. Any program income in a local recipient's possession that has not been committed in writing for eligible CDBG activities and approved by OCR by March 31, 2019 **must be returned to HTFC no later than April 30, 2019.**
  - a. Receipts that are not defined as program income may be retained by the local recipient if approved by OCR (see the attached Fact Sheet.)
  - b. Canceled commitments must also be returned.
4. Any proceeds defined as **CDBG program income that are received for any open or closed CDBG grant on or after April 1, 2019 must be returned to HTFC at the end of each subsequent state fiscal year (by April 30).**
  - a. However, all Revolving Loan Fund receipts must be returned to HTFC immediately upon receipt.

To summarize, the transition timeline to this new CDBG Program Income policy is:

May 31, 2108	Certification & Program Income Report due to OCR
April 1, 2018 – March 31, 2019	Commit PI to eligible projects (with OCR approval)
April 30, 2019	PI Report (thru 3/31/19) & remit uncommitted PI to HTFC
April 30, 2020 & annually	Annual (4/1 – 3/31) PI Report & all PI returned to HTFC

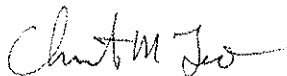
Attached to this letter you will find:

- A fact sheet providing additional detail on the CDBG program income policy and use requirements;
- A report on all CDBG awards that your community has received; and
- A form and certification for identifying all program income in your possession.

Please review the attached report and all program income payments you have received, identifying the total program income in your possession. Complete the enclosed certification identifying all the program income that you currently have on hand, then sign and return to OCR by May 31, 2018. As noted, you will have until March 31, 2019 to commit these program income funds, or to return them to HTFC.

If you have questions regarding this policy or instructions, you may contact Jason Purvis, CDBG Program Director at [Jason.Purvis@nyshcr.org](mailto:Jason.Purvis@nyshcr.org) or (518) 474-2057.

Sincerely,



Christian M. Leo  
 President  
 Office of Community Renewal



# New York State CDBG Program Program Income Policy Fact Sheet

Contact: Jason Purvis at [Jason.Purvis@nyshcr.org](mailto:Jason.Purvis@nyshcr.org) or (518) 474-2057

## Definition of CDBG Program Income

Program income is defined by HUD to include any “gross income received by a State, a unit of general local government, or a subrecipient of the unit of general local government that was generated from the use of Community Development Block Grant (CDBG) funds, regardless of when the CDBG funds were appropriated and whether the activity has been closed out...” 24 CFR 570.489(e)(1).

➤ Typical sources of program income include:

- Proceeds from the disposition by sale or long-term lease of real property purchased or improved with grant funds;
- Proceeds from the disposition of equipment purchased with grant funds;
- Gross income from the use or rental of real or personal property acquired by the unit of general local government with grant funds, less costs incidental to the generation of the income;
- Gross income from the use or rental of real property owned by the unit of general local government that was constructed or improved with grant funds, less the costs incidental to the generation of the income;
- Payments of principal and interest on loans made using grant funds;
- Proceeds from sale of loans or obligations secured by loans made with grant funds;
- Interest earned on funds held in a revolving fund account or earned on program income pending disposition of the income; and
- Funds collected through special assessments made against properties owned and occupied by households not of low and moderate income, where special assessments are used to recover all or part of the grant portion of a public improvement.

➤ For the **State** CDBG program, the rule provides for an annual threshold of \$25,000 (2000 – 2011) or \$35,000 (2012 – present) before receipts by local recipients must be counted as program income.

- If the total amount of receipts by the local recipient exceeds \$25,000 (2000 – 2011) or \$35,000 (2012 – present) during a given fiscal year (for the New York State Program, the State fiscal year is April 1 – March 31), **all funds received, including the initial \$25,000 (2000 – 2011) or \$35,000 (2012 – present), are considered program income.**
- If the total receipts by a local recipient in the State’s fiscal year do not exceed \$25,000 (2000 – 2011) or \$35,000 (2012 – present), then those funds are considered miscellaneous revenue and may be retained by the local recipients and moved to its general account. **This transfer may occur only at the end of a State’s fiscal year when total annual receipts are determined and approved by New York State Office of Community Renewal (OCR).**
- Note: **All revolving loan fund (RLF) receipts are considered program income, regardless of the amount received annually, and are not eligible for this exclusion.**

## Proceeds That Are **NOT** Program Income

The following proceeds are **not** considered program income under CDBG rules:

- As noted above, if the total amount of funds received (excluding RLF's) does not exceed \$35,000 received during a State fiscal year (April 1 – March 31), the funds are considered miscellaneous revenue and may be retained by the local recipients and moved to its general account. This transfer may occur only at the end of a State's fiscal year when total annual receipts are determined and approved by OCR.
  - Proceeds from the sale of real property purchased or improved with CDBG funds if the proceeds are received more than 5 years after expiration of the grant agreement with the State.
  - Community economic development, neighborhood revitalization and/or energy conservation projects activities by nonprofit organizations qualified under Section 105(a)(15) of the Housing and Community Development Act.
- Local recipients must consult with OCR staff regarding any proceeds that are received related to the Program which might not be classified as program income, or to prorate proceeds that are generated from an activity which is only partially assisted with CDBG funds.

## Requirements for Use of CDBG Program Income before March 31, 2019

Program income currently held or received by local recipients may be committed to a CDBG activity or activities prior to March 31, 2019, subject to the following conditions:

- The activity must be eligible under the current State Annual Action Plan.
  - Use of the funds is subject to all CDBG requirements, regardless of whether the activity that generated the program income has been closed out.
  - The local recipient must request approval of the use from OCR prior to making any commitment.
  - Commitment means either that the local recipient legislative body has formally approved funds for a specific project in the public record, or the local recipient has entered into a written agreement with a business, household or other eligible person that is the intended recipient of the funds committing to a specific activity.
  - The commitment cannot be subject to contingencies that could result in cancelation of the activity. If the activity is canceled subsequent to the commitment, the funds must be returned to the Housing Trust Fund Corporation (HTFC).
- Expenditure of the funds is not required by March 31, 2019 as long as the commitment requirements are met.
- 24 CFR 570.489(e)(3)(ii)(C) states that "the State must require units of general local government, to the maximum extent feasible, to disburse program income . . . before requesting additional funds from the State for activities."
- **If the local recipient has any open CDBG grant, program income must be disbursed before drawing any new grant funds.** Use of program income under an open grant means either that the local recipient will increase the activities being funded under the current grant within the same contract term, or funds will be de-obligated at the end of the contract term. Extensions to the term of the open grant in order to expend additional program income funds will not be approved.

- However, if the funds received have been legally designated by the local recipient to a RLF, disbursement of such funds can only be for activities permitted by the RLF.
- Please note that OCR cannot award new CDBG funds to a local recipient that has accumulated program income sufficient to fund the proposed new activity.

### Disposition of Program Income Received Starting April 1, 2019

Beginning April 1, 2019, all program income received by local recipients must be returned to the HTFC as follows:

- For all receipts legally designated for local RLF's, the funds should be returned immediately to the HTFC.
  - For all other receipts from CDBG activities, the funds may be accumulated in a separate local account and returned to the HTFC at the end of the State fiscal year, along with a Program Income Report.
- No funds received after April 1, 2019 may be directly disbursed to activities by the local recipient.

### Reporting Instructions

Recipients must file a CDBG Program Income Report annually at the end of each State fiscal year. The Report must identify all receipts, including funds received that are not program income (i.e., less than \$35,000 during the State fiscal year.)

Recipients must file the Program Income Report for the 2018-2019 fiscal year ending March 31, 2019. The OCR will be updating the report format to reflect the changes in policy. The Report will identify all funds obligated to eligible activities as well as all funds returned to the HTFC. The Report will be due April 30, 2019 along with remittance of program income not committed.

Beginning April 1, 2019, all program income received must be returned to the HTFC at the end of the State's fiscal year. The Program Income Report must be completed only to identify the sources of program income being transmitted to the HTFC.

### Return of Funds Instructions

- Please contact Jason Purvis, Program Director at [jason.purvis@nyshcr.org](mailto:jason.purvis@nyshcr.org) or (518) 474-2057 for instructions on how to return Program Income
- Funds may only be returned by the local recipient, and not by any subrecipient or beneficiary

Town of Hopkinton  
NYS CDBG Projects 2000-Present

<u>Municipality</u>	<u>Project Number</u>	<u>Year</u>	<u>Description</u>
Town of Hopkinton	549HR68-06	2006	Town of Hopkinton Housing Rehabilitation Program

**CERTIFICATION OF CDBG PROGRAM INCOME**

I certify that \_\_\_\_\_ has \$ \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Community Name)  
in uncommitted NYS CDBG Program Income.

**If you have a zero balance in CDBG program income, please indicate that above. Do not leave blank. Failure to return this form by May 31, 2018 will result in the immediate suspension of all OCR funds until the form is received.**

*(Please initial both sections)*

\_\_\_\_\_ I understand that all NYS CDBG Program Income must be committed prior to requesting new CDBG awards from the Office of Community Renewal.

\_\_\_\_\_ I understand that any NYS CDBG Program Income that has not been committed and approved by the Office of Community Renewal by **March 31, 2019** must be returned to the Office of Community Renewal by **April 30, 2019**.

\_\_\_\_\_  
Chief Elected Official Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**If you have questions regarding this policy or instructions, you may contact Jason Purvis, CDBG Program Director at [Jason.Purvis@nyshcr.org](mailto:Jason.Purvis@nyshcr.org) or (518) 474-2057.**

Please complete and return to the Office of Community Renewal by **May 31, 2018**:

by mail:

**Office of Community Renewal  
38-40 State Street  
4<sup>th</sup> Floor  
Albany, New York 12207  
ATTN: Jason Purvis**

Or by email:

[OCRREPORTS@nyshcr.org](mailto:OCRREPORTS@nyshcr.org)

4/11/2018

Present - Chris Ayers; Nancy Lynch Gilbert Sochia  
Sue Anne Hourihan

Discussion of bathroom that needs to be painted. Nancy will contact Terri, to see when it will be done.

Contact Lance on if he is going to do the ramp.

Reconcile bank statement \$ 12,199.09

Chris Ayers - 315-261-2809

Sue Anne Hourihan 315-296-8616

Nancy Lynch - 315-384-4677-276-8882

Gilbert Sochia - 315-328-4622-244-0985

Next Meeting 2nd Monday of May

May 14<sup>th</sup>, 2018 = 5:30 p.m. Stockholm

## RESOLUTION TO APPOINT A THIRD DEPUTY TOWN CLERK

WHEREAS the Town Clerk of the Town of Hopkinton pursuant to Section 30 of the Town Law of the State of New York may have up to three (3) Deputy Town Clerks, and WHEREAS the Town Clerk of the Town of Hopkinton because of the volume of services and duties required to staff the office on a full-time basis requires three (3) Deputy Town Clerks to act in her absence and when the volume of work is such that more persons are required,

NOW THEREFORE BE IT RESOLVED by the Town Board of the Town of Hopkinton that the Town Clerk is authorized to appoint up to three (3) Deputy Town Clerks to have the powers and authority granted to such appointees under Section 30 of the Town Law of the State of New York and such others as may be conferred upon them by this Board. The Third Deputy Town Clerk, in the absence of the Town Clerk, shall have the power to act for and in the place of the Town Clerk.

Dated: April 16, 2018

VOTE: