

REGULAR MEETING

DECEMBER 17, 2018

At the Regular Meeting held on Monday, December 17, 2018 at the Hopkinton Town Hall at 6:30 p.m.

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

ABSENT: Councilperson Pullano

OTHERS PRESENT: Clerk Powers, Vickie French, Deb Rust, Dolores Rice, Kelly Potenzano, Frank Potenzano, Lori Witherell, Doug Witherell, John Mahoney, David Slater, Janice Pease, Joe Pease, Beth Rosenbarker, Greg Crump, Mike Draper.

Supr. Wood called the Regular Meeting to order at 6:30.

Privilege of the Floor:

None

Mr. Parker made a motion, seconded by Mr. Sochia, to accept the minutes of the Regular Meeting held on November 19, 2018. Adopted unanimously.

Mr. Sochia made a motion, seconded by Ms. Lyon to accept Supervisors Financial Report for November, 2018. Adopted unanimously.

Voucher Nos. 287 to 313 General Fund Abstract 12 in the amount of \$27,799.32 were audited and approved by the Board.

Voucher Nos. 146 to 161 Highway Fund Abstract 12 in the amount of \$42,733.15 were audited and approved by the Board.

Voucher Nos. 21 to 23 BHLS Health Center Fund Abstract 12 in the amount of \$522.98 were audited and approved by the Board.

Voucher No. 3 Building Fund Account in the amount of \$25,380 was delayed (see Old Business below) until the end-of-year meeting.

Mr. Parker made a motion, seconded by Ms. Lyon to pay the General Fund, Highway and BHLS Health Center bills. Adopted unanimously.

The Board was also requested to audit the Court financial records for transfer to the new Town Justice.

Budget Report:

There were the following budget transfers:

- Highway - Retirement Reserve to Employee Retirement DA9010.8 in the amount of \$128.00
- Highway - Machinery Contractual DA5130.4 to Installment Purchase DA9785.6 in the amount of \$879.00
- General Fund - Contingent Account A1990.4 to Assessor Contractual A1355.4 in the amount of \$460.00

Ms. Lyon made a motion, seconded by Mr. Parker to approve the budget transfers.

Councilperson Pullano arrived at 6:35 p.m.

Correspondence:

Bypass resolution: Supr. Wood read a resolution, from Rick Perkins, St. Law. Co. Legislator for District 7, regarding support for the construction of a Canton-Potsdam bypass. No discussion.

Old Business:

Town Hall Chimney: Supv. Wood reported that Continental Construction revised their bid, with more detailed work, from \$2,800 to \$6,500. Cootware Masonry quoted \$5,900. Bids attached. No additional bids have been received. Any work will be done when weather permits. Ms. Lyon made a motion, seconded by Ms. Pullano to accept the Cootware bid. Adopted unanimously.

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Information Technology Policy (Cyber Security): Received a bid from Barracuda: Install firewall/network (including labor), \$2,359.99; yearly fee for network services & updates, \$586.30. Will discuss in January.

New York Municipal Energy Program: Supr. Wood received response. Program does not sell names. The program sends letters to residents and places newspaper articles with information. Board members have concerns it will affect seniors and they would not understand. Tabled indefinitely.

Town Hall renovations: Discussion was held regarding the renovation project. The front door and lock has been replaced/re-designed three (3) times and issues with door quality.. Only one (1) window sill has been replaced. There are concerns involving the new handicap ramp, with regard to a second landing. There was a question if the new windows are double vs. single hung. Supr. Wood and/or Mr. Parker will be meet with the project manager from Continental and the first payment voucher will be held till end-of-year meeting.

Committee Reports:

Museum: Mr. Parker noted that a caroling evening was held and that the Children's Christmas Party was a great success, with 80 children attending.

Highway: Mr. Green written report was read.

Town Facilities: Ms. Lyon noted that it been a busy month. She noted that the gazebo had been decorated for the holiday and asked if there could be consideration for some new decorations as the present items are in poor repair. Mr. Parker made a motion, seconded by Mr. Sochia to spend up to three hundred dollars (\$300) for some new decorations. Adopted unanimously.

BHLS: Minutes of the BHLS December 4, 2018 meeting were reviewed. Mr. Sochia reported that a person had fallen on the ramp. Investigation is being held regarding an additional special railing for the handicapped.

Code Enforcement: Supr. Wood will discuss need to follow up on projects.

Groundskeeper: Shoveling & salting

New Business:

End-of-year Mtg./Organizational Mtg: Schedule the End-Of-Year meeting for January 27, 2018 at 6:30 p.m. Schedule 2019 Organizational Meeting and January 2019 Board Meeting on January 14, 2019 at 6:30 p.m.

Lighting issues: Concerns regarding lack of lighting across from the Town Hall were discussed. It was noted that lighting has improved with flag light operating. Will discuss other options (Nation Grid?) in January.

Town Hall water heater: There have been 3 issues with the present hot water heater in the Town Hall.

Discussion was held regarding replacement. Concerns were voiced regarding age and what was wrong with the present heater. A quote for various options for replacement has been received from Cornerstone Services. Tank-less vs. oil-fired heater options were discussed. Mr. Parker made a motion, seconded by Mr. Sochia to replace the water heater with the Rinnai tank-less option for quoted cost of \$3,438.00 (included material and labor). After further discussion, Mr. Parker amended the motion to change to lower cost unit if a second bid can be received by December 18, 2019, and to allow use of Town Hall at no charge if rented prior to replacement of unit. Adopted unanimously.

Museum Ceiling upgrade: A quote was submitted by the Hopkinton Historical Group, in the amount of \$1,450, for replacement of the ceiling in the dining room area. It was noted that there were available funds in the Museum 2018 operating budget and the project could be completed before the end of the year. Mr. Parker made a motion, seconded by Mr. Sochia to replace the dining room ceiling. Adopted unanimously. Mr. Parker to review work after completion.

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

The meeting was adjourned at 7:15 pm.

Respectfully Submitted:

Richard L Powers, Town Clerk