

HOPKINTON TOWN COUNCIL – SEPTEMBER 17, 2018

PLEDGE OF ALLEGIANCE

1. CALL REGULAR MEETING TO ORDER

2. PRIVILEGE OF FLOOR

3. APPROVAL OF MINUTES OF AUGUST 2018

4. APPROVAL OF FINANCIAL REPORT FOR AUGUST 2018

5. AUDIT OF BILLS:

a. Voucher Nos.	<u>212</u>	to	<u>233</u>	General Account \$	<u>31,244.42</u>
b. Voucher Nos.	<u>102</u>	to	<u>110</u>	Highway Account \$	<u>9,947.89</u>
c. Voucher Nos.	<u>16</u>	to	<u>17</u>	BHLS Account \$	<u>4,359.83</u>
d. Voucher Nos.	<u>1</u>	to	<u>2</u>	Building Fund \$	<u>2,551.65</u>

6. REVIEW OF BUDGET REPORT TO DATE

- a. Transfer of \$270 from General Account to Highway Account (work on town office – pressure washing, weeding)

7. CORRESPONDENCE

8. OLD BUSINESS

- a. Local Law Prohibiting the Building of Primary Residences on Seasonal Use Highways
- b. Cyber Security Policy
- c. Local Law regarding Good Energy (NYMEP)
- d. Town Hall Chimney
- e. Fuel Tank Proposal
- f. Tentative 2019 Budget Review
- g. Code Enforcement Officer
- h. Bids for Town Hall Renovations

9. 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

10. NEW BUSINESS

- a. Establish a reserve fund "Maintenance Repair Fund" from Building Account
- b. Adoption of tentative 2019 Budget as preliminary budget
- c. Set public hearing date for preliminary 2019 budget

11. ADJOURNMENT

REGULAR MEETING

AUGUST 20, 2018

At the Regular Meeting held on Monday, August 20, 2018 at the Hopkinton Town Hall at 6:30 p.m.

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

OTHERS PRESENT: Clerk French, Supt of Highways Stephen Green, Dolores Rice, Amber Lindsey, Deb Rust, Kelly Potenzano, Frank Potenzano, Eli Sochia, John Mahoney, Douglas Witherell, Mary Witherell, Richard Powers, Beth Rosenbarker, Wayne Ackley, Etta Phelix, Kenneth Phelix, Mike Draper, Duane French, Kathy McKay, Luke Martin, Kevin Beary, Erica Leonard, Ernest Wood, Luke Daily.

ABSENT: Councilman Sochia.

Supv. Wood called the Regular Meeting to order at 6:30 p.m.

Privilege of the Floor:

Richard Powers: thanked Steve Green, Hwy Supt. and his employees for the great job done on the Memorial Walkway in the Hopkinton Park.

Ms. Lyon made a motion, seconded by Mr. Parker to accept minutes of Regular Meeting held on, July 16, 2018 as presented. Adopted unanimously.

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

Voucher Nos. 183 to 211 General Fund Abstract 8 in the amount of \$8,875.27 were audited and approved by the Board.

Voucher Nos. 87 to 101 Highway Fund Abstract 8 in the amount of \$21,005.44 were audited and approved by the Board.

Voucher Nos. 12 to 15 BHLS Health Center Fund Abstract 8 in the amount of \$4,265.20 were audited and approved by the Board.

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

Correspondence:

Parishville Summer Rec Program: There was 100 registered campers, 28 were from Hopkinton. There were five persons hired from the Town of Hopkinton for the recreation program.

BHLS: minutes were presented to the board.

Old Business:

Local Law Prohibiting the Building of Primary Residences on Seasonal Use Highways: Discussion was held by the board on whether or not they would like to proceed with Proposed Local Law A of 2018.

Mrs. Pullano felt that if a person purchased property on a seasonal road they should be able to build on the road. She felt there was a possibility we could end in court over this matter.

Mr. Green commented that if it happen the town would not be able to do the work, we would have to hire someone to build the road so that it could be plowed and maintained.

Mrs. Pullano made a motion, seconded by Mr. Parker to have the Supervisor contact NYMIR to see if this law will hold up in court and table any action until the September meeting. Adopted unanimously.

Cyber Security Policy: Mrs. Wood made a motion, seconded by Mr. Parker to table this until we have a copy of Town of Stockholm's Cyber Policy to review.

Shrubs for Municipal Building: Supv. Wood reported that she received a price quote from Valley Greenery in the amount of \$2,551.65 landscaping at municipal building. They also quoted \$313 for 4 small shrubs and \$588 for stone and mesh around the museum.

Mike Draper commented that they are no longer interested in having to purchase the shrubs. They have some persons that are willing to donate landscaping for the museum.

REGULAR MEETING CONTINUED

AUGUST 20, 2018

Mrs. Pullano made a motion, seconded by Mr. Parker to have Valley Greenery Inc. landscape the municipal building in the amount of \$2,551.65. Adopted unanimously.

New York Municipal Energy Program: Supv. Wood reported that she contacted the Association of Towns in regards to this program and was told that they have had great success with the program.

Mr. Parker made a motion, seconded by Mrs. Pullano to move forward with the formation of a Local Law to move forward with this program. Adopted unanimously.

Committee Reports:

Code Enforcement: Supv. Wood reported that she had met with 4 candidates for the Code Enforcement position along with current Code Officer Joe McGill and Councilman Parker. They were all given applications to fill out and return so they can be sent to the SLC Personnel Office for review. She met with Angela Locy current Code Officer in Waverly, Richard Burnett, Peggy Mousaw, and Kevin Cootware.

Assessor: A written report was presented. Supv. Wood read it aloud.

Museum: Mr. Parker reported that the bathroom renovations are done. The handicap ramp, rain gutter and snow guards at Library will be completed soon. Memorial walkway pavers may be purchased for \$45.00. The Hopkinton Historical Group has applications available on the web site. They will hold Historical Day in the Park on September 23.

Highway: A written report was presented. Mr. Green asked the Board to approve the purchase of winter sand from Sheehan Contracting. The cost would be between \$6,000 and \$7,000. If we purchase sand this year it should extend our pit for another year. This will also save three weeks of work.

Mr. Parker made a motion, seconded by Ms. Lyon to purchase the winter sand from Sheehan Contracting this year. Adopted unanimously.

Town Facilities: Ms. Lyon reported that there was three events held at the Town Hall. Food Pantry, Painting Class and Board of Ethics training.

Supv. Wood reported that she contacted the Court Administration in regards to using the court grant to expand the current courtroom at the Municipal Building and was told that we cannot use the funding for that purpose. She stated another option was to purchase an on demand generator. She checked with Bills General Repair and we could get a 14,000 watt for approximately \$6,200.00.

She asked Mr. Green to check with the vendor he used when purchasing for the highway garage for a price.

Supv. Wood also reported that the fuel tank for the town hall is located very near the foundation and under the current ramp. We need to have this tank removed and taken care of before installing the new ramp. She asked the Board for permission to amend the grant for the removal of the tank, also look at converting the current furnace to propane.

Mrs. Pullano also asked the Board to approve having NRC NY Environmental Services come and assess this for us and present an estimate to get this taken care of.

Mrs. Pullano made a motion, seconded by Mr. Parker to amend the grant to include taking care of the fuel tank and to have NRC come and give an estimate on the project. Adopted unanimously.

BHLS: Minutes were received of their August 14, 2018 meeting.

Groundskeeper: Mr. Wood reported that he has been mowing. He ordered the top soil and has it all spread and seeded.

New Business:

Special Meeting 2019 Budget: Mr. Parker made a motion, seconded by Mrs. Pullano to hold a Special Meeting on September 10, 2018 at 7:00 p.m. to discuss the 2019 budget and any other business that comes before the

REGULAR MEETING CONTINUED

AUGUST 20, 2018

board. Adopted unanimously.

Town Hall Chimney: Supv. Wood reported that Tri-Town Chimney Sweep is going to look at the chimney and present a quote for any repairs needed.

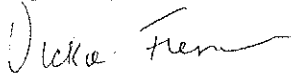
2018 St. Regis Falls Adult Center 2018 Contract: Mrs. Pullano made a motion, seconded by Ms. Lyon to approve the 2018 contract in the amount of \$750.00. Adopted unanimously.

Events Sign: Mike Draper reported to the Board that the Historical Group and the Congregational Church are looking at purchasing a new sign board to advertise events. They are asking the town if they want to offer some funding towards this and they could use it also.

Mr. Parker made a motion, seconded by Ms. Lyon to adjourn the meeting.

Meeting was adjourned at 7:40 p.m.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Vickie French".

Vickie French, RMC

TOWN OF HOPKINTON - GENERAL FUND - TOWNWIDE

BALANCE SHEET

08/31/2018

ASSETS

A200	CASH - CHECKING	111,420.81
A201	CASH - SAVINGS	971,571.92
A230	RETIREMENT RESERVE SAVINGS	26,760.46
A231	BUDGET RESERVE	0.00
A232	BUILDING FUND	68,502.56
A250	TAXES RECEIVABLE	0.00
A391	DUE FROM OTHER FUNDS	0.00
	TOTAL	<u>1,178,255.75</u>

LIABILITIES AND FUND BALANCE

A600	ACCOUNTS PAYABLE	0.00
A630	DUE TO OTHER FUNDS	0.00
	TOTAL	<u>0.00</u>
	UNEXPENDED FUND BALANCE	<u>1,178,255.75</u>
	TOTAL LIABILITIES & FUND BALANCE	<u>1,178,255.75</u>

TOWN OF HOPKINTON - GENERAL FUND - TOWNWIDE
CASH RECEIPTS SUMMARY

Year: 2018

Month: August

Number: 008

Account #		Debits	Credits
A200	CASH - CHECKING	91,448.06	
A1420.4	ATTORNEY - CONTRACTUAL		8,162.70
A1620.4	BUILDINGS - CONTRACTUAL		54.08
A1910.4	SPECIAL ITEMS - UNALLOCATED INSURANCE		335.00
A1120	NON-PROP TAX DISTR BY COUNTY		81,138.82
A1255	DEPARTMENTAL INCOME - CLERK FEES		1.00
A2300	MISCELLANEOUS		426.02
A2401	INTEREST AND EARNINGS		2.14
A2410	RENTAL OF REAL PROPERTY		195.00
A2544	DOG LICENSES		109.50
A2590	PERMITS AND OTHER		425.80
A2610	FINES AND FORFEITED BAIL		598.00
	TOTAL	91,448.06	91,448.06
A522	EXPENDITURES		8,551.78
A980	REVENUES		82,896.28

TOWN OF HOPKINTON - GENERAL FUND - TOWNWIDE
CASH DISBURSEMENTS SUMMARY

Year: 2018

Month: August

Number: 008

Account #		Debits	Credits
A200	CASH - CHECKING		48,299.66
A1110.1	JUSTICES - PERSONAL SERVICES	760.24	
A1110.4	JUSTICES - CONTRACTUAL	329.44	
A1220.1	SUPERVISOR - PERSONAL SERVICES	884.40	
A1220.4	SUPERVISOR - CONTRACTUAL	29.45	
A1320.1	AUDITING AND ACCOUNTING - PERSONAL	978.08	
A1320.4	AUDITING AND ACCOUNTING - CONTRACTUAL	1,757.44	
A1345.4	PURCHASING - CONTRACTUAL	68.44	
A1355.1	ASSESSORS - PERSONAL SERVICES	1,351.16	
A1355.4	ASSESSORS - CONTRACTUAL	991.94	
A1410.1	TOWN CLERK - PERSONAL SERVICES	1,746.60	
A1410.4	TOWN CLERK - CONTRACTUAL	69.44	
A1420.4	ATTORNEY - CONTRACTUAL	200.00	
A1620.1	BUILDINGS - PERSONAL SERVICES	495.78	
A1620.4	BUILDINGS - CONTRACTUAL	419.81	
A1660.4	CENTRAL STOREROOM - CONTRACTUAL	119.40	
A3310.4	TRAFFIC CONTROL - CONTRACTUAL	362.40	
A3510.1	DOG CONTROL - PERSONAL SERVICES	314.00	
A5010.1	SUPT OF HIGHWAYS - PERSONAL SERVICES	3,735.88	
A5132.4	GARAGE - CONTRACTUAL	400.33	
A5182.4	STREET LIGHTING - CONTRACTUAL	1,242.08	
A7140.1	PLAYGROUNDS & REC CNTRS - PERSONAL	241.45	
A7140.4	PLAYGROUNDS & REC CNTRS - CONTRACTUAL	261.22	
A7410.1	LIBRARY - PERSONAL SERVICES	797.33	
A7410.4	LIBRARY - CONTRACTUAL	126.94	
A7510.4	HISTORIAN - CONTRACTUAL	138.32	
A7620.4	ADULT RECREATION - CONTRACTUAL	750.00	
A8020.1	PLANNING - PERSONAL SERVICES	551.62	
A8020.4	PLANNING - CONTRACTUAL	29.45	
A8160.4	REFUSE AND GARBAGE - CONTRACTUAL	75.00	
A9030.8	EMPLOYEE BENEFITS - SOCIAL SECURITY	827.77	
A9060.8	EMPLOYEE BENEFITS - HOSP & MED	850.85	
A9785.6	DEBT SERVICE - PRINCIPAL	14,500.00	
A9785.7	DEBT SERVICE - INTEREST	12,893.40	
	TOTAL	48,299.66	48,299.66
A522	EXPENDITURES	48,299.66	

TOWN OF HOPKINTON - HIGHWAY

BALANCE SHEET

08/31/2018

ASSETS

DA200	CHECKING	36,958.20
DA201	SAVINGS & INVESTMENTS	44,884.23
DA230	EQUIPMENT RESERVE SAVINGS	181,075.95
DA231	EMPLOYEE BENEFIT RESERVE	18,000.00
DA250	TAXES RECEIVABLE	0.00
DA391	DUE FROM OTHER FUNDS	0.00
	TOTAL	<u>280,918.38</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>280,918.38</u>
	TOTAL LIABILITIES & FUND BALANCE	<u>280,918.38</u>

TOWN OF HOPKINTON - HIGHWAY
CASH RECEIPTS SUMMARY

Year: 2018**Month: August****Number: 008**

Account #		Debits	Credits
DA200	CHECKING	8,589.85	
DA2401	INTEREST & EARNINGS		1.13
DA2900	MISCELLANEOUS		8,588.72
	TOTAL	8,589.85	8,589.85
DA980	REVENUES		8,589.85

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

Year: 2018

Month: August

Number: 008

Account #		Debits	Credits
DA200	CHECKING		43,966.65
DA5110.1	GENERAL REPAIRS - PERSONAL SERVICES	13,361.06	
DA5110.4	GENERAL REPAIRS - CONTRACTUAL	3,011.00	
DA5112.2	CAPITAL OUTLAY	8,510.32	
DA5120.4	BRIDGES - CONTRACTUAL	367.75	
DA5130.4	MACHINERY - CONTRACTUAL	3,415.17	
DA5140.4	MISCELLANEOUS - CONTRACTUAL	8.72	
DA9030.8	SOCIAL SECURITY	1,002.71	
DA9060.8	HOSPITAL AND MEDICAL INSURANCE	5,701.20	
DA2900	MISCELLANEOUS	8,588.72	
	TOTAL	43,966.65	43,966.65
DA522	EXPENDITURES	35,377.93	
DA980	REVENUES	8,588.72	

TOWN OF HOPKINTON
TRUST AND AGENCY
BALANCE SHEET
08/31/2018

ASSETS

TA200	CASH - CHECKING	2,601.13
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
TOTAL ASSETS		2,601.13

LIABILITIES

TA10	CONSOLIDATED PAYROLL	0.00
TA18	STATE RETIREMENT	0.00
TA20	GROUP INSURANCE	2,694.65
TA21	NYS INCOME TAX	950.79
TA22	FEDERAL INCOME TAX	0.00
TA23	INCOME EXECUTIONS	0.00
TA24	ASSOC & UNION DUES	-228.00
TA26	SOCIAL SECURITY TAX	0.00
TA31	JUSTICE COURT	0.00
TA32	DEFERRED COMPENSATION	329.36
TA33	OTHER	-1,145.67
TA49	CHILD SUPPORT PAYMENTS	0.00
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
TOTAL LIABILITIES		2,601.13

TOWN OF HOPKINTON - TRUST AND AGENCY
CASH RECEIPTS SUMMARY

Year: 2014**Month: August****Number: 008**

Account #	Debits	Credits
TA10 CONSOLIDATED PAYROLL		17,752.57
TA22 FEDERAL INCOME TAX		5,548.02
TA20 GROUP INSURANCE		418.12
TA200 CASH - CHECKING	27,774.12	
TA21 NYS INCOME TAX		781.36
TA18 STATE RETIREMENT		250.25
TA31 JUSTICE COURT		1,704.00
TA32 DEFERRED COMPENSATION		1,319.68
TA33 OTHER		0.12
TOTAL	27,774.12	27,774.12

TOWN OF HOPKINTON - TRUST AND AGENCY
CASH DISBURSEMENTS SUMMARY

Year: 2018**Month: August****Number: 008**

Account #		Debits	Credits
TA10	CONSOLIDATED PAYROLL	20,892.86	
TA22	FEDERAL INCOME TAX	6,587.27	
TA24	ASSOC & UNION DUES	235.50	
TA20	GROUP INSURANCE	128.52	
TA200	CASH - CHECKING		31,206.46
TA18	STATE RETIREMENT	309.15	
TA31	JUSTICE COURT	1,704.00	
TA32	DEFERRED COMPENSATION	1,324.16	
TA33	OTHER	25.00	
	TOTAL	31,206.46	31,206.46

TOWN OF HOPKINTON
GENERAL FUND - TOWNWIDE
DETAIL OF REVENUES
08/31/2018

		Modified budget	Earned 2018	Unearned Balance	%
REAL PROPERTY TAXES					
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
REAL PROPERTY TAX ITEMS					
A1090	INTEREST & PENALTIES ON PROP TAXES	5,000.00	3,956.38	1,043.62	20.9
	TOTAL REAL PROPERTY TAX ITEMS	5,000.00	3,956.38	1,043.62	20.9
NON-PROPERTY TAX ITEMS					
A1120	NON-PROP TAX DISTR BY COUNTY	143,000.00	231,792.41	-88,792.41	0.0
	TOTAL NON-PROPERTY TAX ITEMS	143,000.00	231,792.41	-88,792.41	0.0
DEPARTMENTAL INCOME					
A1255	DEPARTMENTAL INCOME - CLERK FEES	750.00	266.77	483.23	64.4
	TOTAL DEPARTMENTAL INCOME	750.00	266.77	483.23	64.4
INTERGOVERNMENTAL CHARGES					
A2300	MISCELLANEOUS	0.00	5,094.02	-5,094.02	0.0
	TOTAL INTERGOVERNMENTAL CHARGES	0.00	5,094.02	-5,094.02	0.0
USE OF MONEY AND PROPERTY					
A2401	INTEREST AND EARNINGS	250.00	549.63	-299.63	0.0
A2410	RENTAL OF REAL PROPERTY	2,000.00	1,180.00	820.00	41.0
	TOTAL USE OF MONEY AND PROPERTY	2,250.00	1,729.63	520.37	23.1
LICENSES AND PERMITS					
A2544	DOG LICENSES	1,500.00	788.33	711.67	47.4
A2590	PERMITS AND OTHER	3,000.00	1,913.15	1,086.85	36.2
	TOTAL LICENSES AND PERMITS	4,500.00	2,701.48	1,798.52	40.0
FINES AND FORFEITURES					
A2610	FINES AND FORFEITED BAIL	8,000.00	3,340.30	4,659.70	58.2
	TOTAL FINES AND FORFEITURES	8,000.00	3,340.30	4,659.70	58.2
STATE AID					
A3001	STATE AID - PER CAPITAL	10,131.00	0.00	10,131.00	100.0
A3005	MORTGAGE TAX	4,000.00	5,223.69	-1,223.69	0.0
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	5,223.69	8,907.31	63.0
	TOTAL REVENUES:	365,176.00	826,744.68	-461,568.68	0.0

TOWN OF HOPKINTON
GENERAL FUND - TOWNWIDE
DETAIL OF EXPENDITURES
08/31/2018

		Modified	Expended		Unencumbered	%
		budget	2018	Encumbered	balance	Remaining
GENERAL GOVERNMENT SUPPORT						
TOWN BOARD						
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
JUSTICES						
A1110.1	JUSTICES - PERSONAL SERVICES	9,883.00	6,462.04	0.00	3,420.96	34.6
A1110.2	JUSTICES - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A1110.4	JUSTICES - CONTRACTUAL	4,000.00	794.93	0.00	3,205.07	80.1
	TOTAL:	13,883.00	7,256.97	0.00	6,626.03	47.7
SUPERVISOR						
A1220.1	SUPERVISOR - PERSONAL SERVICES	12,090.00	7,517.40	0.00	4,572.60	37.8
A1220.4	SUPERVISOR - CONTRACTUAL	2,300.00	334.24	0.00	1,965.76	85.5
	TOTAL:	14,390.00	7,851.64	0.00	6,538.36	45.4
AUDITING AND ACCOUNTING						
A1320.1	AUDITING AND ACCOUNTING - PERSONAL SERVS	11,737.00	7,824.64	0.00	3,912.36	33.3
A1320.4	AUDITING AND ACCOUNTING - CONTRACTUAL	2,500.00	2,043.90	0.00	456.10	18.2
	TOTAL:	14,237.00	9,868.54	0.00	4,368.46	30.7
TAX COLLECTION						
A1330.2	TAX COLLECTION - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A1330.4	TAX COLLECTION - CONTRACTUAL	1,700.00	743.50	0.00	956.50	56.3
	TOTAL:	1,700.00	743.50	0.00	956.50	56.3
BUDGET						
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
PURCHASING						
A1345.2	PURCHASING - EQUIPMENT	3,000.00	0.00	0.00	3,000.00	100.0
A1345.4	PURCHASING - CONTRACTUAL	1,000.00	502.87	0.00	497.13	49.7
	TOTAL:	4,000.00	502.87	0.00	3,497.13	87.4
ASSESSORS						
A1355.1	ASSESSORS - PERSONAL SERVICES	17,565.00	11,484.86	0.00	6,080.14	34.6
A1355.2	ASSESSORS - EQUIPMENT	0.00	0.00	0.00	0.00	0.0
A1355.4	ASSESSORS - CONTRACTUAL	2,000.00	2,261.54	0.00	-261.54	0.0
	TOTAL:	19,565.00	13,746.40	0.00	5,818.60	29.7
TOWN CLERK						
A1410.1	TOWN CLERK - PERSONAL SERVICES	21,471.00	14,222.85	0.00	7,248.15	33.8
A1410.2	TOWN CLERK - EQUIPMENT	275.00	250.89	0.00	24.11	8.8
A1410.4	TOWN CLERK - CONTRACTUAL	4,800.00	2,886.70	0.00	1,913.30	39.9
	TOTAL:	26,546.00	17,360.44	0.00	9,185.56	34.6

TOWN OF HOPKINTON
GENERAL FUND - TOWNWIDE
DETAIL OF EXPENDITURES
08/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
ATTORNEY						
A1420.4	ATTORNEY - CONTRACTUAL	10,000.00	-3,293.95	0.00	13,293.95	132.9
	TOTAL:	10,000.00	-3,293.95	0.00	13,293.95	132.9
PERSONNEL						
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
ENGINEER						
A1440.4	ENGINEER	0.00	0.00	0.00	0.00	0.0
	TOTAL:	0.00	0.00	0.00	0.00	0.0
ELECTIONS						
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
BUILDINGS						
A1620.1	BUILDINGS - PERSONAL SERVICES	12,173.00	5,387.68	0.00	6,785.32	55.7
A1620.2	BUILDINGS - EQUIPMENT	1,500.00	0.00	0.00	1,500.00	100.0
A1620.4	BUILDINGS - CONTRACTUAL	38,360.00	10,247.72	0.00	28,112.28	73.3
	TOTAL:	52,033.00	15,635.40	0.00	36,397.60	70.0
CENTRAL STOREROOM						
A1660.4	CENTRAL STOREROOM - CONTRACTUAL	1,800.00	221.03	0.00	1,578.97	87.7
	TOTAL:	1,800.00	221.03	0.00	1,578.97	87.7
SPECIAL ITEMS						
A1910.4	SPECIAL ITEMS - UNALLOCATED INSURANCE	24,500.00	22,142.61	0.00	2,357.39	9.6
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	22,842.61	0.00	27,241.39	54.4
	TOTAL GENERAL GOVERNMENT SUPPORT	221,992.00	93,551.30	0.00	128,440.70	57.9
PUBLIC SAFETY						
TRAFFIC CONTROL						
A3310.4	TRAFFIC CONTROL - CONTRACTUAL	2,000.00	776.05	0.00	1,223.95	61.2
	TOTAL:	2,000.00	776.05	0.00	1,223.95	61.2
FIRE FIGHTING						
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
DOG CONTROL						
A3510.1	DOG CONTROL - PERSONAL SERVICES	3,768.00	2,512.00	0.00	1,256.00	33.3
A3510.4	DOG CONTROL - CONTRACTUAL	3,000.00	1,800.00	0.00	1,200.00	40.0
	TOTAL:	6,768.00	4,312.00	0.00	2,456.00	36.3
	TOTAL PUBLIC SAFETY	8,768.00	5,088.05	0.00	3,679.95	42.0

TOWN OF HOPKINTON
GENERAL FUND - TOWNWIDE
DETAIL OF EXPENDITURES
08/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
PUBLIC HEALTH						
BOARD OF HEALTH						
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
VITAL STATISTICS						
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
AMBULANCE						
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
MEDICAL HEALTH CENTER						
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
TRANSPORTATION						
SUPT OF HIGHWAYS						
A5010.1	SUPT OF HIGHWAYS - PERSONAL SERVICES	50,250.00	32,688.95	0.00	17,561.05	34.9
A5010.4	SUPT OF HIGHWAYS - CONTRACTUAL	1,600.00	488.82	0.00	1,111.18	69.4
	TOTAL:	51,850.00	33,177.77	0.00	18,672.23	36.0
GARAGE						
A5132.4	GARAGE - CONTRACTUAL	21,000.00	11,970.88	0.00	9,029.12	43.0
	TOTAL:	21,000.00	11,970.88	0.00	9,029.12	43.0
STREET LIGHTING						
A5182.4	STREET LIGHTING - CONTRACTUAL	8,600.00	6,229.04	0.00	2,370.96	27.6
	TOTAL:	8,600.00	6,229.04	0.00	2,370.96	27.6
	TOTAL TRANSPORTATION	81,450.00	51,377.69	0.00	30,072.31	36.9
CULTURE AND RECREATION						
PARKS						
A7110.4	PARKS - CONTRACTUAL	700.00	284.52	0.00	415.48	59.4
	TOTAL:	700.00	284.52	0.00	415.48	59.4
PLAYGROUNDS & REC CNTRS						
A7140.1	PLAYGROUNDS & REC CNTRS - PERSONAL SERVS	4,950.00	758.03	0.00	4,191.97	84.7
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	8,894.66	0.00	4,905.34	35.5
	TOTAL:	18,750.00	9,652.69	0.00	9,097.31	48.5
LIBRARY						
A7410.1	LIBRARY - PERSONAL SERVICES	6,500.00	4,188.81	0.00	2,311.19	35.6
A7410.2	LIBRARY - EQUIPMENT	300.00	0.00	0.00	300.00	100.0
A7410.4	LIBRARY - CONTRACTUAL	6,500.00	4,628.40	0.00	1,871.60	28.8

TOWN OF HOPKINTON
GENERAL FUND - TOWNWIDE
DETAIL OF EXPENDITURES
08/31/2018

		Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
TOTAL:		13,300.00	8,817.21	0.00	4,482.79	33.7
MUSEUM						
A7450.4	MUSEUM - CONTRACTUAL	5,000.00	2,640.67	0.00	2,359.33	47.2
TOTAL:		5,000.00	2,640.67	0.00	2,359.33	47.2
HISTORIAN						
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	138.32	0.00	361.68	72.3
TOTAL:		1,100.00	138.32	0.00	961.68	87.4
CELEBRATIONS						
A7550.4	CELEBRATIONS - CONTRACTUAL	0.00	0.00	0.00	0.00	0.0
TOTAL:		0.00	0.00	0.00	0.00	0.0
ADULT RECREATION						
A7620.4	ADULT RECREATION - CONTRACTUAL	1,500.00	1,500.00	0.00	0.00	0.0
TOTAL:		1,500.00	1,500.00	0.00	0.00	0.0
TOTAL CULTURE AND RECREATION		40,350.00	23,033.41	0.00	17,316.59	42.9
HOME AND COMMUNITY SERVICES						
PLANNING						
A8020.1	PLANNING - PERSONAL SERVICES	7,171.00	4,688.77	0.00	2,482.23	34.6
A8020.4	PLANNING - CONTRACTUAL	2,200.00	628.52	0.00	1,571.48	71.4
TOTAL:		9,371.00	5,317.29	0.00	4,053.71	43.3
REFUSE AND GARBAGE						
A8160.4	REFUSE AND GARBAGE - CONTRACTUAL	1,020.00	600.00	0.00	420.00	41.2
TOTAL:		1,020.00	600.00	0.00	420.00	41.2
CEMETERIES						
A8810.4	CEMETERIES - CONTRACTUAL	3,000.00	2,294.21	0.00	705.79	23.5
TOTAL:		3,000.00	2,294.21	0.00	705.79	23.5
TOTAL HOME AND COMMUNITY SERVICES		13,391.00	8,211.50	0.00	5,179.50	38.7
EMPLOYEE BENEFITS						
EMPLOYEE BENEFITS						
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	6,839.47	0.00	6,660.53	49.3
A9060.8	EMPLOYEE BENEFITS - HOSP & MED INSURANCE	9,458.00	7,657.65	0.00	1,800.35	19.0
TOTAL:		37,958.00	14,497.12	0.00	23,460.88	61.8
TOTAL EMPLOYEE BENEFITS		37,958.00	14,497.12	0.00	23,460.88	61.8
DEBT SERVICE						
		0.00	0.00	0.00	0.00	0.0
A9785.6	DEBT SERVICE - PRINCIPAL	14,500.00	14,500.00	0.00	0.00	0.0
A9785.7	DEBT SERVICE - INTEREST	12,894.00	12,893.40	0.00	0.60	0.0
TOTAL:		27,394.00	27,393.40	0.00	0.60	0.0

TOWN OF HOPKINTON
GENERAL FUND - TOWNWIDE
DETAIL OF EXPENDITURES
08/31/2018

	Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
TOTAL DEBT SERVICE	27,394.00	27,393.40	0.00	0.60	0.0
TOTAL EXPENDITURES:	445,176.00	236,112.47	0.00	209,063.53	47.0

TOWN OF HOPKINTON

HIGHWAY
DETAIL OF REVENUES

08/31/2018

		Modified budget	Earned 2018	Unearned Balance	%
REAL PROPERTY TAXES					
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
NON-PROPERTY TAX ITEMS					
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
INTERGOVERNMENTAL CHARGES					
DA2300	SERVICES FOR OTHER GOVERNMENTS	43,758.00	41,629.75	2,128.25	4.9
	TOTAL INTERGOVERNMENTAL CHARGES	43,758.00	41,629.75	2,128.25	4.9
USE OF MONEY AND PROPERTY					
DA2401	INTEREST & EARNINGS	100.00	109.33	-9.33	0.0
	TOTAL USE OF MONEY AND PROPERTY	100.00	109.33	-9.33	0.0
INTERFUND REVENUES					
DA2900	MISCELLANEOUS	0.00	0.00	0.00	0.0
	TOTAL INTERFUND REVENUES	0.00	0.00	0.00	0.0
STATE AID					
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	41,739.08	741,628.92	94.7

TOWN OF HOPKINTON

HIGHWAY
DETAIL OF EXPENDITURES

08/31/2018

		Modified budget	Expended 2018	Unencumbered Encumbered	Unencumbered balance	% Remaining
TRANSPORTATION						
GENERAL REPAIRS						
DA5110.1	GENERAL REPAIRS - PERSONAL SERVICES	44,700.00	37,123.88	0.00	7,576.12	16.9
DA5110.4	GENERAL REPAIRS - CONTRACTUAL	55,000.00	9,554.59	0.00	45,445.41	82.6
	TOTAL:	99,700.00	46,678.47	0.00	53,021.53	53.2
CAPITAL OUTLAY						
DA5112.2	CAPITAL OUTLAY	245,625.00	175,009.07	0.00	70,615.93	28.7
	TOTAL:	245,625.00	175,009.07	0.00	70,615.93	28.7
BRIDGES						
DA5120.4	BRIDGES - CONTRACTUAL	5,000.00	960.84	0.00	4,039.16	80.8
	TOTAL:	5,000.00	960.84	0.00	4,039.16	80.8
MACHINERY						
DA5130.1	MACHINERY - PERSONAL SERVICES	23,100.00	20,240.86	0.00	2,859.14	12.4
DA5130.2	MACHINERY - EQUIPMENT	35,000.00	3,409.90	0.00	31,590.10	90.3
DA5130.4	MACHINERY - CONTRACTUAL	58,000.00	22,864.52	0.00	35,135.48	60.6
	TOTAL:	116,100.00	46,515.28	0.00	69,584.72	59.9
MISCELLANEOUS						
DA5140.1	MISCELLANEOUS - PERSONAL SERVICES	4,000.00	0.00	0.00	4,000.00	100.0
DA5140.4	MISCELLANEOUS - CONTRACTUAL	6,000.00	70.94	0.00	5,929.06	98.8
	TOTAL:	10,000.00	70.94	0.00	9,929.06	99.3
SNOW REMOVAL						
DA5142.1	SNOW REMOVAL - PERSONAL SERVICES	97,700.00	64,218.34	0.00	33,481.66	34.3
DA5142.4	SNOW REMOVAL - CONTRACTUAL	75,000.00	12,856.49	0.00	62,143.51	82.9
	TOTAL:	172,700.00	77,074.83	0.00	95,625.17	55.4
SERV FOR OTHER GOV'T						
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	362,816.82	0.00	330,066.18	47.6
EMPLOYEE BENEFITS						
EMPLOYEE BENEFITS						
DA9010.8	STATE RETIREMENT	35,950.00	0.00	0.00	35,950.00	100.0
DA9030.8	SOCIAL SECURITY	16,315.00	10,393.92	0.00	5,921.08	36.3
DA9050.8	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.0
DA9060.8	HOSPITAL AND MEDICAL INSURANCE	68,000.00	51,310.80	0.00	16,689.20	24.5
	TOTAL:	120,265.00	61,704.72	0.00	58,560.28	48.7
	TOTAL EMPLOYEE BENEFITS	120,265.00	61,704.72	0.00	58,560.28	48.7
DEBT SERVICE						
INSTALLMENT PURCHASE						
DA9785.6	INSTALLMENT PURCHASE	42,421.00	43,299.49	0.00	-878.49	0.0
DA9785.7	INSTALLMENT PURCHASE INTEREST	2,799.00	1,919.40	0.00	879.60	31.4

TOWN OF HOPKINTON

HIGHWAY

DETAIL OF EXPENDITURES

08/31/2018

	Modified budget	Expended 2018	Encumbered	Unencumbered balance	% Remaining
TOTAL:	45,220.00	45,218.89	0.00	1.11	0.0
TOTAL DEBT SERVICE	45,220.00	45,218.89	0.00	1.11	0.0
TOTAL EXPENDITURES:	858,368.00	469,740.43	0.00	388,627.57	45.3

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
GENERAL FUND - TOWNWIDE

Total Claims: \$31,244.42

09/17/2018

Number 009

Voucher #	Claimant	Account #	Amount	Check	Date
212	NATIONAL GRID Outdoor lighting	A5182.4	645.62	9909	08/27/2018
213	KEY BANK BATTERIES	A1410.4	38.00		
213	KEY BANK MEALS, COUNTY CLERK MEETING	A1410.4	50.00		
213	KEY BANK POSTAGE	A1410.4	150.00		
214	SIGNS INC 35221/DELINEATOR SIGNS	A3310.4	23.75		
215	JOHNSON NEWSPAPER CORP PUBLIC NOTICE - BUDGET MTG	A1410.4	30.92		
216	BAKER & TAYLOR 2033897999/CHILDREN'S BOOK	A7410.4	5.19		
217	KS STATEBANK 2018 MUNI BLDG PAYMENT	A9785.6	14,500.00	9910	08/29/2018
217	KS STATEBANK INTEREST	A9785.7	12,893.40	9910	08/29/2018
218	JAMES LYON SEPT '18 ACCT SERVICES	A1320.1	978.08	9911	09/05/2018
219	JAN KELLER DVD'S	A7410.4	37.80		
220	WATERTOWN DAILY TIMES 815554/SPECIAL MTG PUBLIC NOTICE	A1410.4	30.92		
221	AMAZON CAPITAL SERVICES 1HIW-CLQG-MG37/KID'S BOOKS	A7410.4	27.09		
222	J & F TRASH SERVICE TRASH REMOVAL AUG 2018	A8160.4	75.00		
223	JOHNSTONS WATER, LLC 177325/BOTTLED WATER - GARAGE	A5132.4	29.78		
224	NICHOLVILLE TELEPHONE CO. TELEPHONE/INTERNET - GARAGE	A5132.4	104.97		
224	NICHOLVILLE TELEPHONE CO. TELEPHONE/INTERNET - LIBRARY	A7410.4	35.30		
225	TEAMSTERS HEALTH & HOSPITAL GREEN - HEALTH	A9060.8	850.85		
226	ALLTECH INTEGRATIONS INC 35778/FIRE/SECURITY SYS - GARAGE	A5132.4	75.00		

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
GENERAL FUND - TOWNWIDE

Total Claims: \$31,244.42

09/17/2018

Number 009

Voucher #	Claimant	Account #	Amount	Check	Date
227	ALLEN FUKES ASSESSOR TRAVEL (AUG '18)	A1355.4	132.00		
228	TIME WARNER CABLE 905931201090718/INTERNET/PHONE	A1110.4	29.39		
228	TIME WARNER CABLE INTERNET/PHONE	A1220.4	29.39		
228	TIME WARNER CABLE INTERNET/PHONE	A1320.4	29.39		
228	TIME WARNER CABLE INTERNET/PHONE	A1355.4	29.39		
228	TIME WARNER CABLE INTERNET/PHONE	A1410.4	29.40		
228	TIME WARNER CABLE INTERNET/PHONE	A8020.4	29.40		
229	RICHARD POWERS MILEAGE - VOTING SUPPLIES	A1410.4	25.00		
230	ST. LAWRENCE SUPPLY 204090/TOWELS GARAGE	A5132.4	25.95		
231	ABCD SANITATION LLC 1056/PORTA POTTY - PARK	A7110.4	190.00		
232	D & D SMALL ENGINE 559717/MOWER MAINTENANCE	A7140.4	45.00		
233	USHERWOOD OFFICE TECHNOLOGY 752053/COPIER CONTRACT	A1345.4	68.44		
Total:			31,244.42		

TOWN OF HOPKINTON
Abstract of Unaudited Vouchers
HIGHWAY

Total Claims: \$9,947.89

09/17/2018

Number 009

Voucher #	Claimant	Account #	Amount	Check	Date
102	MX FUELS 027687/DIESEL	DA5110.4	1,061.61		
102	MX FUELS 065794/DIESEL	DA5110.4	454.97		
102	MX FUELS 065173/DIESEL	DA5110.4	1,254.61		
103	CONRAD COOK BANK RUN GRAVEL	DA5110.4	360.00		
104	TEAMSTERS HEALTH & HOSPITAL EMPLOYEE HEALTH FUND	DA9060.8	5,701.20		
105	CHRIS TRACY CDL LICENSE (UNION CONTRACT)	DA5120.4	96.00		
106	CHAMPLAIN PETERBILT P251445/REPAIR PARTS	DA5130.4	38.52		
107	LEBERGE & CURTIS INC. PARTS	DA5130.4	389.62		
108	JEFFORDS STEEL & ENGINEERING 61238/FLAT STEEL - DUMP BOX REPAIR	DA5130.4	46.48		
109	5TH WHEEL DIESEL INC 10243095/10243072/PARTS	DA5130.4	285.60		
110	J.E. SHEEHAN CONTRACTING CORP 32468/CRUSHER RUN	DA5110.4	259.28		
Total:			9,947.89		

ABSTRACT OF AUDITED VOUCHERS

BUILDING FUND

TOWN OF HOPKINTON ST. LAWRENCE COUNTY, NY ABSTRACT NO. 1

DATE OF AUDIT SEPTEMBER 17, 2018

PAGE NO. 1

CLAIM NO	CLAIMANT	ACCOUNT	AMOUNT	CHECK	AMOUNT
BLDG-1	VALLEY GREENERY (Down payment)	BLDG RESERVE	\$ 1,275.82	143	\$1,275.82
BLDG-2	VALLEY GREENERY (final payment)	BLDG RESERVE	\$ 1,275.83		\$ 1,275.83
		TOTAL	\$2,551.65		\$2,551.75

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.

9-17-18
Date

Vickie Hen
Town Clerk

Town of Hopkinton Highway Department 8-28-18

Reimbursement for work on town office

Cleaned and pressure washed outside of building

Weed eated around buildings

Three men three hours@ 30.00 per hour = 270.00

PROPOSED LOCAL LAW A OF 2018

Be it hereby enacted by the Town Board of the Town of Hopkinton as follows:

A Proposed Local Law A of 2018 entitled "A Local Prohibiting the Building of Primary Residences and Businesses on Seasonal Use Highways in the Town of Hopkinton.

Be it enacted by the Town Board of the Town of Hopkinton.

Section 1. Title. This Local Law shall be referred to as the "Local Law Prohibiting Construction of Primary Residences and or Businesses on Seasonal Use Highways in the Town of Hopkinton without Town Board Approval.

Section 2. Purpose and Intent. Pursuant to the statutory powers vested in the Town Board of the Town of Hopkinton to regulate and control land use to protect the health, safety and welfare of the residents of the Town of Hopkinton, the Town Board is acting to take an inventory of those roads within the Town of Hopkinton which are not suitable for year-round use due to their condition, location, and/or intensity of use, and further the Town Board is using this inventory to allocate the resources of the Town. The Town Board finds that the cost of constructing roads sufficient for year-round maintenance and access will not be financially feasible for the Town. Therefore, the Town is acting by this Local Law to prohibit the construction of any dwellings which will require year round highway access to be constructed and maintained by the Town without Town Board approval.

The Town Board of the Town of Hopkinton shall, from time to time, review carefully the existing pattern of residential and other uses within the Town with the intent of modifying the classification of roads within the Town.

Section 3. Prohibited Activities.

- (a) The construction of any residence, dwelling or business intended to be used on a year round basis on any seasonal use highway within the Town of Hopkinton is prohibited without Town Board approval.
- (b) It is prohibited to change, modify or reconstruct an existing structure in the Town of Hopkinton such that it may be used as a primary residence and/or business if said existing structure is located on a seasonal use highway in the Town of Hopkinton.

Section 4. Scope of Controls.

- (a) The Code Enforcement Officer of the Town of Hopkinton shall not issue a Building Permit for the construction of a residence and/or business which is intended to be year round primary residence on any road within the Town of Hopkinton which is served by a seasonal use highway without Town Board approval.
- (b) The Town Board of the Town of Hopkinton reserves the right to direct the Town of Hopkinton Code Enforcement Officer to revoke or rescind any Building Permits for Certificates of Occupancy issued in violation of this Local Law.

Section 5. Penalties. Any person, firm or corporation that shall construct a dwelling intending to be year-round residence on a seasonal road in the Town of Hopkinton in violation of this Local Law shall be subject to:

- (a) A penalty not to exceed \$250.00 or ten days in jail for each of those violations, and

- (b) Injunctive relief in favor of the Town of Hopkinton to cease any and all such actions which conflict with this Local Law and, if necessary to remove any construction which may have taken place in violation of this Local Law.

Section 6. Validity. The invalidity of any provision of the Local Law shall not affect the validity of any other provision of this Local Law which can be given effect without such invalid provision.

Section 6. Effective Date. This Local Law shall take effect immediately upon filing with the Office of the Secretary of State as provided in Section 27 of the Municipal Home Rule Law

TOWN OF HOPKINTON
Information Technology Policy

Administration

The responsibilities of the Department are:

- Ensure that password security measures are taken by all employees
- Ensure that department e-mail accounts are adequately maintained
- Ensure that all workstations have adequate anti-virus protection programs installed and run on a regular basis
- Ensure that workstations are backed-up on a regular basis, at least quarterly
- Maintain a secure copy of all user names and passwords for all applications/software for all employees
- Report any violations of this procedure to the Town Supervisor

Security

- Employees shall create Windows log-in username and password for the purpose of preventing unauthorized access to accounts and files
- All workstations shall be secured with a password protected screensaver set to be activated after 2 minutes of idle activity OR log off when leaving workstation
- All passwords should be changed when required by the agency or software provider. Each password should be unique
- When an employee leaves employment, all shared passwords should be changed immediately
- No employee, other than a Department Head, shall have an administrative account set-up for themselves
- No non-employee, except authorized vendors, may use computer workstations

Internet Access

- No employee is permitted to engage in any activity that is illegal under local, state or federal law while using Town of Hopkinton computer resources
- Only the Town Supervisor and the Town Clerk may initiate town website change requests
- Use of chat rooms are prohibited
- Instant messaging is only permitted between employees for work related business
- No individual is permitted to connect to the Town's internet access with their own personal electronic device without approval granted

Electronic Mail (e-mail)/Messaging

- All communication created, sent or received is the property of the Town of Hopkinton and, depending on its content, is considered public information
- Employees may access their personal e-mail accounts at the discretion of their Department Head

- Unauthorized e-mail activities include, but are not limited to, the following:
 - Sending junk or spam mail
 - Creating or forwarding chain letters
 - Any form of harassment
 - Forging of e-mail header information

Violation of Policy

Any violation of this procedure will be discussed by the town board.

PROPOSED LOCAL LAW B OF 2018

Be it enacted by the Board of the Town of Hopkinton as follows:

Section 1:

A new chapter to the Town of Hopkinton Code entitled "Community Choice Aggregation (Energy) Program" as follows:

ARTICLE I

§1. Legislative Findings: Intent and Purpose; Authority

- A. It is the purpose of this Local Law to seek to reduce the cost of electricity to its residents.
- B. The purpose of this CCA Program, as described to the Town of Hopkinton by the Administrator, is to allow participating local governments including the Town of Hopkinton to procure energy supply service for their residential and commercial customers, who will have the opportunity to opt out of the procurement, while maintaining transmission and distribution service from the existing Distribution Utility. This chapter establishes a program that will allow the Town of Hopkinton or its designated agent for that purpose, to put out for bid the total amount of electricity being purchased by their residential and commercial customers. Bundled customers will have the opportunity to have more negotiating strength and consequential potential to lower their overall energy costs, and to improve customer choice and value, by providing an additional alternative source for electricity; thereby, fulfilling the purposes of this chapter and fulfilling an important public purpose.
- C. The Town of Hopkinton is hereby authorized to participate in a Community Choice Aggregation (Energy) Program pursuant to Section 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law; and State of New York Public Service Commission Case No. 14-M-0224, Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs, Order Authorizing Framework for Community Choice Aggregation Opt-Out Program (issued April 20, 2016), including subsequent orders of the Public Service Commission issued in connection with or related to Case No. 24-M-0224 (collectively, the "Order").
- D. This chapter shall be known and may be cited as the "Community Choice Aggregation (Energy) Program Law" of the Town of Hopkinton.

§2. Definitions

For purposes of this chapter, and unless otherwise expressly stated or unless the context otherwise requires, the terms in this chapter shall have the meanings employed in the State of New York Public Service Commission's Uniform Business Practices or , if not so defined there, as indicated below:

Administrator – a not-for-profit corporation.

Bundled Customers – Residential and Commercial customers of electricity or natural gas ("fuels") who are purchasing the fuels from the Distribution Utility.

Commercial – Non-residential customers as permitted in the Order.

Community Choice Aggregation Program or CCA Program – A municipal energy procurement program, which replaces the incumbent utility as the default supplier for all Bundled customers within the Town of Hopkinton.

Distribution Utility – Owner or controller of the means of distribution of the natural gas or electricity that is regulated by the Public Service Commission.

Public Service Commission – New York State Public Service Commission.

Suppliers – Energy service companies (ESCOs) that produce electric power and natural gas for Bundled Customers in connection with this chapter or, alternatively, generators of electricity and natural gas or other entities who procure and resell electricity or natural gas.

§3. Establishment of a COMMUNITY CHOICE AGGREGATION (ENERGY) Program

- A. A Community Choice Aggregation (Energy) Program is hereby established by the Town of Hopkinton, whereby the Town of Hopkinton shall cooperate with the Administrator by participating in the CCA Program to the full extent permitted by the Order, as set forth more fully herein. The Town of Hopkinton's role under the CCA Program involves the aggregating of the electric and/or natural gas supply for its residents, and the entering into a contract with one or more Suppliers, through the Administrator, for the procurement of electricity and /or natural gas supply for its residential and commercial customers. Under the CCA Program, the operation and ownership of the utility service shall remain with the Distribution Utility
- B. The Town of Hopkinton's procurement of energy supply through a CCA Program constitutes neither the purchase of a public utility system, nor the furnishing of utility service. The Town of Hopkinton will not take over any part of the electric or gas transmission or distribution system and will not furnish any type of utility service, but will instead negotiate with Suppliers through the Administrator on behalf of participating residential and commercial customers.

- C. In order to implement the CCA Program, the Town of Hopkinton shall adopt one or more resolutions that outline the process of and conditions for participation in the CCA Program, as consistent with the Local Law and the Order. The Town of Hopkinton shall adopt the following policies and agreements consistent with the Order: (i) an Implementation Plan; (ii) a Data Protection Plan; (iii) a Data Security Agreement; and (iv) a Certification of Local Authority (collectively, the "Policies"). The Policies shall be adopted, submitted, amended, supplemented and filed in accordance with the Order.
- D. The Public Service Commission supervises retail markets and participates in these markets through legislative and regulatory authority and the Uniform Business Practices, which includes rules relating to the eligibility of participating ESCOs, the operation by which ESCOs provide energy services, and the terms on which customers may be enrolled with ESCOs.

§4. Customer Eligibility

- A. Residential and Commercial customer, regardless of size, shall be eligible to participate in the CCA program.
- B. The Administrator shall apply opt-in and opt-out status to customers in accordance with the Order.

§5. Supplier Selection; supplier Contracts

- A. The Administrator, on behalf of the Town of Hopkinton, shall issue one or more requests for proposals to Suppliers to provide energy to participants and may then award a contract in accordance with the CCA Program.
- B. The terms of the Supplier contracts ("CCA Contract") shall comply with the Order.

§6. Opt-Out Notice and Procedures

- A. The Administrator shall provide information and education to potential CCA customers over no less than a two (2) month period.
- B. The Town of Hopkinton shall mail opt-out letters to eligible opt-out customers provided: (i) the Policies have been filed; and (ii) the opt-out letters have been deemed compliant.
- C. The opt-out letter shall comport with the requirements set forth in the Order.
- D. The initial opt-out period shall be thirty (30) days after notification is sent to the customer.

§7. Customer Data Sharing.

- A. The Administrator may request the Distribution Utility's aggregated customer information on all Bundled Customers in the Town of Hopkinton provided the Public Service Commission has approved the Policies.
- B. Provided the Administrator has complied with the requirements of (A), the Distribution Utility shall transfer the aggregated customer and usage data within twenty (20) days of a request from the Administrator in accordance with the Order.
- C. Customer-specific information may be requested for all eligible customers once the Administrator demonstrates that the requisite contracts with ESCOs have been entered into and executed. Detailed customer information may be requested for eligible customers who did not opt-out once the initial opt-out period has closed.
- D. After the Administrator has entered into a CCA Contract with an ESCO, the Distribution Utility shall transfer customer-specific data to the Administrator within five (5) days of a request in accordance with the Order.
- E. The Administrator, the contracted Supplier, and the Town of Hopkinton will protect customer information as required by law, subject to the Order and the limitations of the New York State Freedom of Information Law.

Section 2.

This local law shall take effect upon filing with the Secretary of State.

HOPKINTON ASSESSORS REPORT

AUGUST 2018

- I ATTENDED THE AUGUST ASSESSORS MONTHLY TRAINING SEMINAR IN CANTON - TOPICS WERE AS FOLLOWS:

COUNTY AUCTION DATE 9/9/18
NEW IVP APPLICATIONS - NEW STATE LAW
CORRECTION OF ERROR FORM DEADLINES
SLC FARM AND VALUES
SMALL CLAIMS REVIEWS
NEW REAL PROPERTY PROGRAM - ACES
FALL CONFERENCE DATES

- SLC HAD 3 SMALL CLAIMS CASES FOR 2018. THERE WERE NONE FROM HOPKINTON.

- I REGISTERED FOR THE FALL CONFERENCE IN BINGHAMTON. THIS CONFERENCE WILL GIVE ME MY 12 CONTINUING EDUCATION CREDITS TO STAY N.Y.S. CERTIFIED. THE CONFERENCE IS A N.Y.S. TRAINING SEMINAR AND IS COMPLETELY REEMBURSABLE FOR ALL EXPENSES.

- I HAVE ENTERED NEW VALUES ON NEW COMPLETED CONSTRUCTION, DEMOLITION AND PROPERTY TRANSFERS.

The meeting for the BHHS Board of Managers was called to order at 9⁰⁰ am 9/11/2018 at the Stockholm Town Hall.

Present: Gilbert Sochia, Nancy Lynch

We reviewed the correspondence & paid the bills

Nationwide insurance policy # 99292F	\$ 3934.83
Terry Truax's maintenance voucher regular maintenance; fixed a door	\$ 425.00
NBT Bank statement after reconciling the balance is	\$ 12,433.89

Next meeting be Tues Oct 2, 2018 at the Stockholm Town Hall at 9⁰⁰ am.

We are stopping at the Health Center to check on the building and talk to the doctor dentist.

Adjourned at 9³⁰ am.