

**Town of Freetown
2369 McGraw Marathon Rd
Marathon, NY 13803
May 11, 2016**

The Regular Monthly Meeting of the Town Board of the Town of Freetown, NY was held May 11, 2016 at the Town Hall. Supervisor Thomas VanderPloeg called the meeting to order at 6:32 p.m.

Present	Town Supervisor:	Thomas VanderPloeg
	Councilpersons:	Robert Stewart William Contri Crystal Clough Mary Mackey
	Town Clerk:	Serina Ingrahm
	Highway Superintendent:	Art Hawley

Guests: Shirlene Strough, Steven Strough, Tim Brown, Gail Heady, Tom Green.

Motion 44: Made by Councilperson Mary Mackey and seconded by Councilperson William Contri to approve the minutes of April's 13th meeting.

Votes:	Councilpersons:	Mary Mackey: Aye Robert Stewart: Aye William Contri: Aye Crystal Clough: Aye
	Supervisor	Thomas VanderPloeg: Aye

Passed

HIGHWAY: Superintendent Art Hawley stated that they have been digging ditches and replacing sluice pipes, Equipment seems to be running well. Larry Cass is our new part-time (on call) employee for highway. No paperwork has been completed yet .Councilperson Clough asked about his drug test and physical exam. Superintendent Art Hawley stated that this had not been done as of yet. Mr. Cass had not been needed in the per diem position. Superintendent Art Hawley is working with Tracey Equipment to get the forks for the bucket loader exchanged or the proper extensions placed to make the forks long enough to go further under the recycling bins. They're currently 6 foot long, 2 foot is on the bucket and 4 foot to work with, makes it unsafe for the workers. **Pine Hill Bridge:** Randy Ensign has gotten and given us the quote for the bridge on Pine Hill \$336,000 to be split in half with Marathon, our half would be \$168,000.Marathon's grant writer is still working on the Grants.

UNFISHED BUSINESS:

Employee hand book: Councilperson Contri was wondering if the employees' time off had been straightened out, he feels that they should take the off time if they have it coming. The handbook has not been updated and changes need to be made. Supervisor Thomas VanderPloeg stated that he will e-mail a copy of the employee handbook to each Board member. **Employee Raise:** Councilperson William Contri asked Supervisor Thomas VanderPloeg if he had checked into the highway employees getting raises. The board had not yet discussed a raise for 2016. An Executive Session will be held in June at the Town Meeting to discuss this matter. **Town Clerk:** Councilperson Crystal Clough wanted the board to consider sending our Town Clerk to the NYS yearly training, classes are offered and but are expensive. Town Clerk will look into doing some of the webinars that are offered on the computer. **Noise Ordinance:** Councilperson Robert Stewart pointed out the discrepancies in the Freetown's Noise ordinance; there are some misspelled words. Town Clerk will call Attorney Donald Armstrong office to confirm that the law was filed.

NEW BUSINESS:

- 1.) Councilperson Clough was questioning whether or not all outside lights around the town hall worked. The board hasn't received any complaints from people who are here at night.
- 2.) Councilperson Clough also wanted to know if all the security cameras are working and how many were installed, Supervisor Thomas VanderPloeg stated that all the cameras were in working order to his knowledge. Employee Tim Brown was asked this question and did not respond.
- 3.) Councilperson Clough also asked if the cameras had battery back-up or surge protectors on other electronic devices as well, if power should go out. Councilperson Stewart stated that we do not have battery back-up. We do have surge protectors.
- 4.) Councilperson Clough asked if Superintendent had gotten a new computer for his office. Supervisor Thomas VanderPloeg had purchased a computer and installed it for the Superintendent.
- 5.) Councilperson Clough was concerned whether or not we had taken any items from the truck that was totaled. Superintendent Hawley stated that we could only remove the town's personal items, such as the light bar on top and radio. Councilperson Stewart stated the rest of the truck was bought and paid for by the insurance company.
- 6.) Councilperson Clough wanted to know if the rest of the old street signs were purchased and replaced, this is a requirement by New York State. Highway Superintendent Hawley was unsure and would check into it and report by June's board meeting.
- 7.) Councilperson Clough wanted to know if Highway Superintendent Hawley took an Oath of Office. Highway Superintendent Hawley Stated he had and Town Clerk confirmed. **Computer:** Deputy Town clerk Gail Heady addressed the board members about getting Norton Anti-Virus protecting on the computers in the office. Matt Heady (Gail's son & appointed Deputy Tax Collector) came down to the Town Barn to fix the Town Clerk's computer which had viruses on it. Board Members agreed that Anti-Virus protection was a good idea. Town Clerk will purchase Norton Anti-Virus protection for all three computers in the Town Hall. Councilperson Clough reminded the board they need to audit Town Justice books. Councilperson Robert Stewart asked why the Town

Attorney was at last meeting, board members explained it was for the executive session for personnel matters.

OPEN FLOOR: Steven Strough was concerned about why our Town Attorney was at the board meeting in April. Stated he had sat through the entire meeting. The board explained he was there for the personnel matter, and the Attorney would get paid for the retainer fee. Councilperson Clough stated we need to change the message on the answering machine to add the correct website address to www.freetownny.org

Motion 45: Made by Councilperson Crystal Clough and seconded by Councilperson Robert Stewart to move \$150.00 from general funds to Town Clerk's petty cash.

Votes:	Councilpersons:	Mary Mackey: Aye Robert Stewart: Aye William Contri: Aye Crystal Clough: Aye
	Supervisor	Thomas VanderPloeg: Aye
		Passed

Motion 46: Made by Supervisor Thomas VanderPloeg and seconded by Councilperson Mary Mackey to Purchase Norton Anti-Virus Protection for all three computers at the Town Hall.

Votes:	Councilpersons:	Mary Mackey: Aye Robert Stewart: Aye William Contri: Aye Crystal Clough: Aye
	Supervisor	Thomas VanderPloeg: Aye
		Passed

Motion 47: Made by Councilperson Crystal Clough and seconded by Councilperson William Contri to pay bills from General funds. General (A)-\$889.67 –Highway (DA) \$23,713.97

Votes:	Councilpersons:	Mary Mackey: Aye Robert Stewart: Aye William Contri: Aye Crystal Clough: Aye
	Supervisor	Thomas VanderPloeg: Aye
		Passed

Motion 48: Made by Supervisor Thomas VanderPloeg and seconded by Councilperson Robert Stewart to adjourn meeting. 8:16pm

Votes:	Councilpersons:	Mary Mackey: Aye Robert Stewart: Aye William Contri: Aye Crystal Clough: Aye
	Supervisor	Thomas VanderPloeg: Aye

Acknowledge by Town Clerk,
Serina Ingrahm

Passed