

TOWN OF URBANA BOARD MEETING  
**January 5, 2010**

The Urbana Town Board held its regular meeting on Tuesday, January 5, 2010 at 7:00 p.m. in the Town Hall, 8014 Pleasant Valley Road, Bath, New York.

PRESENT:	Gordon Lanphere	Supervisor
	Joe Carroll	Councilman
	Paul Martuscello	Councilman
	Jim Presley	Councilman
	Barb Yahn	Councilwoman
	Mary Farmer	Clerk

OTHERS PRESENT: John Webster, Larry Foster and Erwin Robinson.

Supervisor Lanphere opened the Meeting at 7:04 p.m.

**ORGANIZATIONAL MEETING**

Supervisor Lanphere introduced Joe Carroll, new Town Councilman and congratulated him on his new position with the Town.

Councilman Presley expressed his concern and objection in re-appointing Attorney Reed. He is concerned about Mr. Reed's ability to represent the Town due to conflicts and having to recues himself. He also expressed his concern about the Planning Board hiring other attorneys and incurring high litigation fees. Supervisor Lanphere explained that in the two years that Bill Reed has been the Town Attorney there has only been one situation where another attorney had to be hired and if Bill Reed had represented the Town, the cost would have been comparable.

Councilman Presley asked if the Board would agree to pay the fee for his classes at the New York City training. He explained that he would be in New York for business and would only be requesting the class registration from the Town. The Board agreed.

On Motion of Councilman Presley, seconded by Councilman Martuscello and carried, all voting Aye, to adopt and reaffirm Designations and Appointments for 2010.

**2010**

**DESIGNATIONS AND APPOINTMENTS**

Official Newspaper	The Corning Leader
Official Depositories:	Community Bank Five Star Bank Chemung Canal Trust J.P. Morgan Chase Bank
Town Attorney	William H. Reed
Registrar	Mary Farmer
Tax Collector	Mary Farmer
Deputy Town Clerk	Starr Perry

Town Constable	Ryan Sincerbox
Court Clerks	Kim Cruse Tammy Catherman
Dog Control Officer	Robert Perry
Dog Shelter	Betty Walden
Town Historian	Terry Bretherton
Code Enforcement Officers	
Building Inspector	Terry DeBuck
Watershed Inspector	Terry DeBuck
Zoning Officer	Robert Magee
Building Custodian/Groundskeeper	Margaret Gardiner
Safety Committee	Gordon Lanphere (chair) Dave Buckley Joe Carroll
Deputy Superintendent of Highways	Timothy Slayton
Planning Board (five-year-term)	Randy Robinson (2015)
Planning Board Alternate	Tom Marshall
Zoning Board of Appeals	Richard Frey (2015)
Zoning Board of Appeals Alternate	Bob Domras
Parks & Recreation Commission	Barb Yahn
KWIC/KLOC Representative Alternate	Gordon Lanphere Paul Martuscello
Voting Machine Custodian	Luther Perkins
Bookkeeper to the Supervisor	Sally Burleson
Budget Officer	Sally Burleson
Board of Ethics	Starr Perry Joe Carroll
Sexual Harassment Committee	Gordon Lanphere (chair) Paul Martuscello Barb Yahn
Highway Committee	Dave Buckley (chair) Paul Martuscello James Presley
To act on behalf of the absent supervisor by initialing a signature facsimile for the purpose of signing checks	Councilman Martuscello

Delegate for the Association of Towns Conference Jim Presley

Health Officer

Dr. Curt Cranmer

Councilman Martuscello asked the Board if they could change the order of procedures for Board meetings and let the Public input be first on the agenda to allow the community the opportunity to speak first and not have to wait through the meeting. The Board agreed.

On motion by Councilman Presley, seconded by Councilman Martuscello and carried, all voting Aye to approve the Rules and Procedures.

### **Town Of Urbana Board Meeting Rules of Procedure**

1. Three or more Board members are needed to conduct official business.
2. With few exceptions three votes are necessary to pass a motion or resolution.
3. The presiding officer is the Supervisor or the Board approved appointee.
4. Robert's Rules of Order will be used as the basis for conducting an orderly meeting. These rules will be interpreted and applied informally by the Supervisor.
5. The vote on every question will be taken by ayes and nays, and the names of the members present and their votes will be entered into the minutes.
6. No member of the public shall be permitted to address the Board without first being recognized by the Supervisor and remarks made must be directed to the Supervisor who may either respond or refer the matter to a Board member.
7. Individuals who address the Board should state their name and their address as a matter of courtesy to those who might not otherwise know them.
8. The Supervisor is authorized to adjourn or recess the meeting.

### **Members of the Public Meeting Policies**

Any observing public member may upon recognition by the supervisor address any item on the agenda relative to this section. Please keep comments non-personal, as factual as possible and in a time frame of five minutes or less.

Any Board member or public member upon recognition by the Supervisor may bring forth at this time any item of their concern with the understanding that the item will not be discussed nor acted upon at this meeting but will be noted and acted upon at a later date in accordance with the nature of the item.

If you wish to put an item on the agenda, please notify the Supervisor's office and fill out a form which will require your name, the group you represent, the date you wish to present the item and the nature of the item. This must be done no later than the Tuesday before a regular monthly meeting.

Agendas will normally be available one calendar day prior to the scheduled meeting.

On motion by Councilman Martuscello, seconded by Councilman Carroll and carried, all voting Aye, to approve 2010 Meeting Dates.

**Town of Urbana Board  
2010 Meeting Dates  
The 3<sup>rd</sup> Tuesday of each month @ 7 P.M.**

January 5	Reorganization
January 19	Final 2009 Audit
February 23	
March 16	
April 13	
May 18	
June 15	
July 20	
August 17	
September 21	
Board receives Supervisors tentative budget from the Town Clerk	
October 5	
Budget workshop	
October 12	
Budget workshop	
October 19	
Budget workshop with regular Board meeting to follow	
November 16	
Public Hearing (budget) with regular Board meeting to follow	
December 7	
Pay abstracts	
December 28	
Pay the balance of the abstracts from 2010	
January 4, 2011	Reorganization

On motion by Councilman Presley, seconded by Councilwoman Yahn and carried, all voting Aye to the 2010 Holiday Schedule.

### **2010 Holiday Schedule**

New Year's Day	January 1, 2010
Martin Luther King Day	January 18, 2010
President's Day	February 15, 2010
Memorial Day	May 31, 2010
Independence Day	July 5, 2010
Labor Day	September 6, 2010
Columbus Day	October 11, 2010
Veteran's Day	November 11, 2010
Thanksgiving Day	November 25 & 26, 2010
Christmas Day	December 24, 2010

Some dates may not coincide with the actual holiday. Holidays which fall on Saturday are observed on Friday and those that fall on a Sunday are observed on Monday.

On motion by Councilman Presley, seconded by Councilwoman Yahn and carried, all voting Aye to approve the Payroll Dates and to change all staff to a bi-weekly payroll which will begin on March 2, 2010.

### **2010 Payroll Dates:**

#### **Biweekly:**

January	05	July	06
January	19	July	20
February	02	August	03
February	16	August	17
March	02	August	31
March	16	September	14
March	30	September	28
April	13	October	12
April	27	October	26
May	11	November	09
May	25	November	23
June	08	December	07
June	22	December	21

**\*\*All Payroll weeks are from Monday – Sunday.**

Salary Schedule will be in next January 19<sup>th</sup> meeting information.

On motion by Councilman Presley, seconded by Councilman Martuscello and carried, all voting Aye to approve the contract with Betty Walden, Animal Shelter.

Supervisor Lanphere talked to the community about Erwin Robinson's concern about tree's being dropped off at a relative's house and that it saved the Town money by not having to haul the tree up to the Town Garage in addition to the labor costs to cut it up.

**Public Input**

John Webster commented on the possible sale of property to Charlie Egresi and future problems. Mr. Webster talked about a drainage swale and potential run off problems in the future and the Town should not be held responsible should any adverse conditions arise. He said the Town may want the area for green space in the future and the matter should be taken under legal advisement.

Erwin Robinson commented on floor samples done, top soil and mason sand above the property Mr. Egresi wants to purchase. He would like to see the Town open it up and mix it for the roads. Mr. Robinson said he is against the sale and doesn't think the price per acre is enough. \$1,100.00-\$1,200.00 is very low and no one could find this price anywhere else in the valley.

Councilman Carroll said he has walked the property and from what he can see, there would be no drainage or other issues with the property. He said the property would not benefit anyone else and by allowing Mr. Egresi the opportunity to buy the land, it would make the property a conforming lot.

Supervisor Lanphere added that the Town would be responsible for paying for a permissive referendum.

With no further business, on a motion of Councilman Presley, seconded by Councilman Martuscello, the meeting was adjourned at 8:36 p.m. Carried unanimously.

Respectfully submitted,

Mary M. Farmer  
Town Clerk