

On Monday, January 10, 2011, the Preble Town Board held its regular monthly meeting. The meeting was called to order by the Supervisor, Jim Doring, with the salute to the flag at 8:00.

Board members present: Debra Brock, Tom Fox, Peter Knapp, and Dave Morse, Councilmen

Others present: Don Armstrong, Jeff Griswold, Calvin Griswold, Ken Brock, Tony George, Bill Luety, Katie Sullivan from Pomeroy, Armstrong, Casullo & Monty, and Bob Haight from the Cortland County Chamber of Commerce.

### **CORRECTIONS/APPROVAL OF PREVIOUS MINUTES**

**Motion made by Tom Fox, seconded by Peter Knapp**  
**RESOLUTION #1: To accept the December 13, 2010 meeting minutes as submitted and the Year-end meeting December 27, 2010 as submitted**  
**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

### **COMMITTEE REPORTS:**

**DOG CONTROL:** -2 dogs picked up and sheltered  
-2 dogs not claimed or adopted by the end of the month  
-2 dogs advertised  
-10 dog complaints  
-140 miles traveled for the Town

**JUSTICE REPORT:** -\$7,435.00 submitted to the Town for December

**HIGHWAY REPORT:** -Jeff reported that most of the Highway's time has been spent plowing snow!  
He also mentioned that the vote of the new radio system has been moved to January 27th

**RECREATION:** -

**COUNTY LEGISLATURE** -John is absent

### **ZONING & CODE ENFORCEMENT:**

**December Report**  
-1 building permit issued  
-88 miles traveled for the Town  
-9 Building inspections  
-27 hours worked  
-2 Fire inspection  
-4 Complaint follow-ups  
-19 telephone inquiries

**PLANNING BOARD:** -Meeting January 26th @7:00  
**ZBA** -Meeting February 3<sup>rd</sup> @7:30

**HISTORIAN:** -Anne is absent

**TOWN CLERK:** -\$300.00 - fees collected in December. Disbursed \$300.00 to the Town of Preble.

**DON ARMSTRONG:**

### **UNFINISHED BUSINESS**

**Highway Garage - Land Survey** - Attorney Armstrong reported that he had sent 3 letters out to surveyors for quotations. Quotations received back from J. Stockwin and J. Denkenberger. Following some discussion, it was decided to go with J. Stockwin; \$425.00 to survey just the Highway Garage or \$550.00 to survey the Highway Garage and the Cemetery.

**Motion made by Tom Fox, seconded by Dave Morse**  
**RESOLUTION #2: To hire Stockwin Surveying to survey the Highway Garage and the cemetery, quoted at \$550.00**  
**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

**Speed Limit - Draft Letters** - Attorney Armstrong presented the Board with draft letters and a resolution which he will submit.

**Hiring Nedra Griswold for Assessor** - A proposal has been given by Nedra and the Board has accepted.

**Motion made by Peter Knapp, seconded by Debra Brock**

**RESOLUTION #3: To hire Nedra Griswold as Assessor for the Town of Preble per proposal submitted**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

**Town's Responsibilities:** Pay assessor \$10.00 per parcel per year based on each year's most recent roll numbers. Preble's 2010 final roll number was 851 parcels. Contribute appropriate portion of above stated income to NYS retirement system for assessor. Provide "office" space in the Town Hall plus supplies & equipment, including but not limited to 2 lockable legal size 4-drawer file cabinets to house parcel records, portable high speed internet access; paper, envelopes, postage. Use of hall's phone, fax, copier, desk supplies. Assessor will use tables already on premises.

**Assessor Responsibilities:** Hold office hours ½ day in the Town Hall with some exceptions when needed for continuing education classes, etc., maintain level of assessment at 100% of market value annually, cover driving mileage expenses, provide laptop computer loaded with RPS v.4 software from County/ORPTS, do regular back-ups with County to keep records safe. Perform other normal assessment duties, including but not limited to site inspections, building permit updates, prepare and send necessary mailings and legal notices, apply for annual state maintenance aid, etc.

**Updating Website** - The Board was in agreement that Sue Reynolds should be contacted regarding the updating of the website by the middle of February.

**Motion made by Tom Fox, seconded by Dave Morse**

**RESOLUTION #4: To contact Sue Reynolds with a proposal to update the Town of Preble website**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

#### **NEW BUSINESS**

**Post Office check received** - \$512.50

**Sales Tax Check received** - \$69,817.35

**Adopt resolution to help mitigate Climate Change** - This resolution is a grant requirement.

**Motion made by Debra Brock, seconded by Tom Fox**

**RESOLUTION #5: To adopt the following pledge to be a Climate Smart Community**

**WHEREAS, THE Town of Preble (hereinafter "local government") believes that climate change poses a real and increasing threat to our local and global environments which is primarily due to the burning of fossil fuels; and**

**WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and**

**WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economics, healthy and safe schools, and resilient infrastructures; and**

**WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and**

**WHEREAS, we believe that even if emissions are dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come.**

**IT IS HEREBY RESOLVED that the Town of Preble, in order to reduce greenhouse gas emissions and adapt to a changing climate will**

#### **1. Pledge to Combat Climate Change by becoming a Climate Smart Community**

Set goals to reduce GHG emissions and adapt to predicted climatic changes. Establish a task force of local officials and community members to review the issues and propose a plan of action. Designate a point person who will oversee climate change initiatives and publicly report on progress. Work cooperatively with similar task forces in neighboring communities to ensure that efforts complement and reinforce one another. As an official signal of commitment and for access to technical resources, sign on to a widespread climate campaign as ICLEI Local Governments for Sustainability - Climate Protection campaign.

#### **2, Set Goals, Inventory Emissions, Move to Action**

Gather data, inventory, GHG gas emissions, and establish baselines for local government operations and community sectors. Develop quantifiable interim GHG emission targets consistent with emission reduction goals and propose a schedule and financing strategy to meet them. Encourage stakeholder and public input and develop an action plan. Report emissions to the Climate Registry (TCTR), which has developed a standardized method for reporting

emissions inventories; use ICLEI and TCR's tools to track and evaluate progress.

### **3. Decrease Energy Demand for Local Government Operations**

Adopt a goal of reducing electricity use by 15 percent from projected levels no later than 2015.

**Existing Public Facilities.** Inventory current building electricity usage and identify opportunities for conservation and efficiency retrofits. Obtain energy assessments from the New York State Energy Research and Development Authority (NYSERDA), the New York Power Authority, the Long Island Power Authority or other professionals. Consider actions such as purchasing energy efficient equipment and appliances, such as ENERGY STAR(R); improving lighting, heating, equipment; and increasing pump efficiency in water and wastewater systems.

**New Public Buildings.** Achieve at least minimum U.S. Green Building Council Leadership in Energy and Environmental Design standards (LEED Silver) for all new local government buildings.

**Infrastructure.** Incorporate energy efficient technologies and operations and maintenance practices into municipal street lighting, traffic signals, and water and wastewater treatment facilities.

**Vehicle Fleet and Commuting.** Improve the average fuel efficiency of local government fleet vehicles. Discourage vehicle idling and encourage bicycling, car-pooling and public transit for employees. Consider reducing the number of vehicles; converting fleet vehicles to sustainable alternative fuels; and using electric vehicles where possible.

### **4. Encourage Renewable Energy for Local Government Operations**

Supply as much of the local government's power, heat and hot water needs as possible from solar, wind, and small hydro through purchase or direct generation.

### **5. Realize Benefits of Recycling and Other Climate Smart Solid Waste Management Practices**

Expand the "reduce, reuse, and recycle" approach to waste management in local government operations and to the whole community. Reduce the amount of solid waste generated - promote backyard composting, implement volume-based pricing and educate residents on how to prevent waste. Promote reuse by organizing community-wide yard sales, and providing a space for drop-off or trade of reusable goods. Provide recycling receptacles in local government buildings and outdoor spaces, require duplex printing in government offices, compost food scraps and green waste, and adopt a comprehensive green purchasing program.

### **6. Promote Climate Protection through Community Land Use Planning**

Combat climate change by encouraging low-emissions development that is resilient to climatic changes. When updating land use policies, building codes or community plans, include provisions to combat climate change; reduce sprawl; preserve and protect open space, biodiversity, and water supplies; promote compact, transit-oriented, bikeable and walkable communities, promote infill development; minimize new development in floodplains; maintain or establish healthy community forests; and promote best forest management practices and encourage tree planting, especially along waterways, to increase shading and to absorb carbon dioxide.

### **7. Plan for Adaption to Unavoidable Climate Change**

Evaluate risks from unavoidable climate change, set adaption goals and plan for adaption. Identify climate change impacts (such as flooding, drought, and extreme temperatures) that could affect the community. Identify areas such as water supply and sewer infrastructure that may be a risk due to sea-level rise and future changes in climate. Factor risks into long-term investments and decision-making. Execute climate change adaption and preparedness measures through local government planning, development and operations, giving priority to the highest risk areas.

### **8. Support a Green Innovation Economy**

Identify opportunities to incorporate climate protection, sustainability and environmental goods and service industries into economic development plans. Encourage workforce development training and school curricula that support the emerging green collar job sector, including renewable energy and energy efficiency, as well as climate smart solid waste management practices. Procure climate smart goods and services for local government operations and support modernizing of local and national electricity grids.

### **9. Inform and Inspire the Public**

Lead by example. Highlight local government commitment to reducing energy use; saving tax dollars, and adapting to changing conditions. Demonstrate the benefits of energy savings, energy efficiency, and renewable energy projects by hosting open houses; distributing fliers; holding local meetings; working with school districts, colleges and universities to develop climate change curricula and programs; engaging faith-based communities in climate protection; and regularly communicating community climate protection goals and progress to constituents.

### **10. Commit to an Evolving Process**

Acknowledge that research and policy on climate protection are constantly improving and evolving. Be willing to consider new ideas and commit to update plans and policies as needed. Compare successes, cooperate and collaborate with neighboring communities to redirect less-effective actions and amplify positive results

**James Doring(aye) Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

### **PUBLIC COMMENTS**

Bill Luety is asking to have the time of the monthly meetings put on the Website; also that a wireless router should be installed in the building, Supervisor Doring will contact Time Warner.

Supervisor Doring gave the list of criteria and appointments for 2011.

**Town Board meetings** will be held throughout the year of 2011 at 8:00 p.m. on the second Monday of the month in the Town Hall of the Town of Preble.

**Official newspaper** - Cortland Standard

**Official Bank** - Alliance Bank

**Attorney's** - the firm of Pomeroy, Armstrong, Casullo and Monty. Don Armstrong with the Town Board, ZBA and Planning Boards

**Utility Bills** will be paid in advance as necessary when the due date is before the Town Board regular meeting

**Salaries** - Town Officials and Contracts as stated in the budget of 2011 will be paid monthly, semi-monthly, quarterly or annually

**Mileage** -(For Town business, outside of Town) \$.50 per mile

**Review** - Investment & Procurement Policy to remain the same

**Town Superintendent of Highways** is authorized to purchase equipment, tools and implements during the year without prior approval of the Town Board; the amount is \$1000.00

**Appointments:**

Code Enforcement Officer - Rick Fritz

Deputy Supervisor - Peter Knapp

Deputy Highway - Dale Mosher

Deputy Town Clerk - Mary Anne McCloskey

Bookkeeper - Gina Nourse

Historian - Anne Henderson

Budget Officer - James Doring

Registrar of Vital Statistics - Jane Davenport

Deputy Registrar of Vital Statistics - Mary Anne McCloskey

Justice Clerk - Stacy Hall

Assessor - Nedra Griswold

Dog Control - Paul Burhans

Secretary of ZBA/Planning Boards - Mary Anne McCloskey

Planning Board - James Seamon (2015)

Zoning Board - Amy Bertini (2015)

Assessment Review - Charles Dalley (2015)

**Motion made by Peter Knapp, seconded by Tom Fox**

**RESOLUTION #6: To accept the slate of criteria and appointments for 2011 as presented by Supervisor Doring**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

Justice Webb has requested that the budget for the Data Entry Clerk be changed to Justice Clerk wages as there will only be 1 person doing the work.

**Motion made by Peter Knapp, seconded by Tom Fox**

**RESOLUTION #7: To adopt the following budget amendment**

**Debit(decrease) Est. Appropriation(A960) \$2400.00**

**Subsidiary - A1110.41 Data Entry Clerk)**

**Credit(increase) Est. Appropriation(A960) \$2400.00**

**Subsidiary - A1110.12 - Justice Clerk wages)**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

**APPROVE GENERAL AND HIGHWAY BILLS**

**Motion made by Dave Morse, seconded by Peter Knapp**

**RESOLUTION #8: To pay the General Fund Vouchers, Abstract No. 1, Nos. 1 to 22, totaling \$6,481.86**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

**Motion made by Debra Brock, seconded by Tom Fox**

**RESOLUTION #9: To pay the Highway Fund Vouchers, Abstract No. 1, Nos. 1 to 8, totaling \$1,981.94**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

The Board will move into Executive Session to discuss a personnel issue.

**Motion made by Tom Fox, seconded by Dave Morse**

**RESOLUTION #10: To move into Executive Session to discuss a personnel issue at 8:40.**

**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

**Motion made by Peter Knapp, seconded by Dave Morse**  
**RESOLUTION #11: To exit Executive Session at 9:28**  
**Debra Brock(aye) Tom Fox(aye) Peter Knapp(aye) Dave Morse(aye)**

There being no further business, Jim asked for a motion to adjourn. Motion made by Debra, seconded by Dave, meeting adjourned at 9:29.

Respectfully submitted,

Unofficial 01/10/2011  
Official 2/14/2011

Jane W. Davenport  
Town Clerk