

TOWN BOARD MEETING OF MAY 1, 2018

A regular meeting was held at 7:00 p.m. at the Kent Town Hall, 25 Sybil's Crossing, Kent Lakes, New York 10512.

Pledge of Allegiance

Supervisor Fleming called the Workshop meeting to order with the Salute to the Flag.

Moment of Silence

Supervisor Fleming explained we lost someone very dear to the Town of Kent today. Tony Caravetta, was more than the former Highway Superintendent, he was an amazing man, kind, gentle and funny. He was dedicated to his family, town and community. He was only 62, he was lost way to soon. She asked for a moment of silence in honor of Tony Caravetta.

Workshop

A presentation was made by Ann Ellsworth, Executive Director of the Putnam County Women's Resource Center explaining the services that they provide to victims of domestic violence and sexual assault.

The Board reviewed and discussed all items on the workshop agenda.

Public Comment

Jared Kuczenski, Recreation Director wanted to give credit to the Highway Superintendent and his crew for the awesome display of interdepartmental cooperation. They were very involved too in getting the area ready for the installation. He said they deserve credit as well and thanked them.

At 8:55 p.m. the Town Board Meeting was called to Order with Roll Call

Supervisor Fleming – not present	Councilman Denbaum – present
Councilwoman McGlasson – present	Councilman Huestis – present
Councilwoman Woolley – present	

Resolution #189 - Authorizing Purchase of Microsoft Office 2016

On a motion by Councilman Denbaum
Seconded by Councilwoman Woolley

WHEREAS, the Town Board of the Town of Kent has received a request from the Town IT Consultant, Richard Harris, to purchase Microsoft Office 2016 for Town computers located in the Police Department, Highway Department, and Town Hall (the "Town Computers"); and

WHEREAS, according to Mr. Harris, the Town Computers must be upgraded to Microsoft Office 2016 in order to continue to be able to access the email servers at the County; and

WHEREAS, consistent with the Town's Procurement Policy, Mr. Harris requested quotes for the licensing software for Microsoft Office 2016 and received two quotes, copies of which are annexed hereto; and

WHEREAS, the Town Board has been provided with a quote from CDW-G of Chicago, Illinois to provide the licensing software to update the Town Computers by GSA Licensing for \$13,368.68; and

WHEREAS, the Town Board wishes to authorize the purchase the Microsoft Office 2016 from GSA Licensing as they submitted the lowest cost proposal;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby authorizes and approves the purchase of a Microsoft Office 2016 GSA Licensing from CDW-G for a price not to exceed \$13,368.68; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this Resolution.

Motion carried unanimously

Resolution #190 - Authorize Highway Dept to Make Emergency Repairs Lower Bridge at South Lake

On a motion by Councilman Denbaum

Seconded by Councilwoman McGlasson

WHEREAS, by letter dated April 30, 2018, Richard Othmer, Town of Kent Highway Superintendent, informed the Town Board of the need for emergency repairs to the Lower Bridge in South Lake, a copy of said letter is annexed hereto and incorporated herein by reference;

WHEREAS, according to Mr. Othmer, two County Engineers have also examined the Lower Bridge at South Lake and have determined it is imperative that said bridge be repaired within the next four to eight weeks; and

WHEREAS, according to Mr. Othmer, the Town will save approximately \$50,000 by having the Highway Department conduct the emergency repairs of the bridge; and

WHEREAS, the Town Board wishes to authorize the Highway Department to conduct the emergency repairs and, if the Highway Department cannot fund the emergency repair, the Town Board will make the necessary budget transfers to cover said repairs.

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Kent hereby authorizes the Highway Department to make all emergency repairs to make the Lower Bridge in South Lake.

Motion carried unanimously

Installation of Fencing at Inclusive Playground - Tabled

Resolution #191 - Authorize Correction of Violation – Accept Proposal & Charge to Property Owner TM#20.12-1-9

On a motion by Councilwoman McGlasson

Seconded by Supervisor Fleming

WHEREAS, the Code Enforcement Officer of the Town of Kent issued an Order to Remedy a Violation dated April 11, 2018 (the “Order to Remedy”) directing the owner to correct numerous violations on the premises identified as 31 Ponderosa Road, Kent, New York, Tax Map 20.12-1-9 (the “Property”); and

WHEREAS, the Order to Remedy requires the owner to correct the violations or respond to the Code Enforcement Office within ten days and, to date, the owner of the Property has not responded; and

WHEREAS, pursuant to Chapter 29 & 55A of the Town Code of the Town of Kent regarding Unsafe Buildings, upon the failure of any owner to comply, the Building Inspector is authorized to correct a violation in emergency cases subject to the approval of the Town Board; and the Town Board wishes to authorize the Building Inspector to correct the violations; and

WHEREAS, consistent with the Town’s Procurement Policy, the Town of Kent requested written proposals from contractors to correct the violation on the Property and received only one quote in response to the request for clean-up and two quotes in response to the request for extermination services, a copy of which is annexed hereto and incorporated by reference; and

WHEREAS, Servpro has submitted the sole and therefore lowest proposal to clean-up the Property at a cost not to exceed \$15,579.84; and

WHEREAS, Ted Hill Pest Control has submitted the lowest proposal to provide exterminators at a cost of \$450;

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NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby accepts the proposals of Servpro and Ted Hill Pest Control for the correction of the violations on the Property; and authorizes an additional \$450 for pest control if needed; and it is

FURTHER RESOLVED, that the actual cost of the correction of the violation, plus the accrued legal rate of interest from the date of completion of the work, shall be charged to the property owner by the Town in accordance with Chapter 29-12 and Chapter 55A-12(B).

Motion carried unanimously

Resolution #192 Authorize Building Department to Obtain Quotes for Demolition of Unsafe Structure

On a motion by Councilwoman Woolley

Seconded by Councilwoman McGlasson

WHEREAS, the Code Enforcement Officer of the Town of Kent has informed the Town Board of an unsafe structure on the premises identified as 5 Harriman Road, Kent, New York, Tax Map 33.74-1-12 (the "Property"); and

WHEREAS, the Code Enforcement Officer has requested authority to obtain quotes from contractors for the removal of the unsafe structure; and

WHEREAS, the Town Board wishes to authorize the Code Enforcement Officer to obtain quotes for the removal of the unsafe structure on the Property;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby authorizes the Code Enforcement Officer to obtain quotes for the removal of the unsafe structure on the Property; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent will hold a public hearing on this matter on May 15, 2018 and that a notice be served upon the owners in accordance with Town Code Chapter 29.

Motion carried unanimously

Resolution #193 - Accept Quote for Beach Sand

On a motion by Councilwoman Woolley

Seconded by Supervisor Fleming

WHEREAS, the Town of Kent has determined there is a need for beach sand within the Lake Carmel Park District; and

WHEREAS, in accordance with the Town's Procurement Policy, the Town requested quotes for 70 yards of sand with delivery, and received 3 quotes in response to such request, a summary of which is annexed hereto and incorporated herein by reference; and

WHEREAS, Stroker Trucking of Middle Island, New York has submitted the lowest quote in the amount of \$3,080; and

WHEREAS, the the Town of Kent wishes to accept the quote of Stroker Trucking;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby accepts the quote of Stroker Trucking for 70 yards of sand, delivered, for the price of \$3,080; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized and directed to execute any and all agreements and other documents necessary to give effect to this Resolution, consistent with the terms hereof, all in form satisfactory to the Supervisor and the Town Attorney.

Motion carried unanimously

Resolution #194 – Approve Vouchers & Claims

On a motion by Councilman Huestis

Seconded by Councilwoman McGlasson

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Resolved: All Vouchers #200146110 - #200146195 and claims submitted by:

1. City Carting	\$5,769.39	Lake Carmel Garbage
2. Global Montello Group	\$6,180.78	Fuel
3. Hogan & Rossi	\$3,590.50	March Out of Retainer
4. HP, Inc.	\$2,035.04	Computers: Police
5. PKF O'Connor Davies	\$27,525.00	Auditors
6. State Comptroller	\$33,776.00	Justice Court Fines & Fees
7. Tire Buys	\$6,387.07	Tires

In the amount of \$125,479.19 may be paid.

Motion carried unanimously

Public Comment – There was none.

Resolution #195 – Adjourn to Executive Session

On a motion by Councilman Denbaum

Seconded by Councilwoman McGlasson

Resolved: The board adjourned to executive session to discuss a personnel matter.

Motion carried unanimously

Respectfully submitted,

Yolanda D. Cappelli

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Resolution # 196 - Court Clerk Salary

On a motion by Councilman Denbaum

Seconded by Councilwoman Woolley

Resolved: The Board resolved to authorize a raise in salary for the Justice Court Clerk to Judge Curtiss to an annual salary of \$53,900.

On a motion from Councilwoman McGlasson, seconded by Councilwoman Woolley, the meeting was adjourned at 9:27 p.m.

Respectfully submitted,
Nancy Tagliafierro