

REGULAR TOWN BOARD MEETING
December 11, 2018

The Regular Meeting of the Burke Town Board was held on December 11, 2018 at the Burke Town Court House. Supervisor Bill Wood declared the meeting to order at 6:57 P.M. The Pledge of Allegiance to the Flag was said.

Roll Call:	
Councilman:	Arnold Lobdell Jim Otis Tim Crippen
Supervisor:	Bill Wood
Supt. of Highways:	Larry LaPlante
Town Clerk:	Elizabeth Downing
Bookkeeper:	Judy Dumont
Code Officer:	Jim Dumont

A motion to accept the November 13, 2018 minutes as read was made by Tim Crippen and seconded by Jim Otis. Roll Call: Arnold aye, Tim aye, Jim aye and Bill aye.

No Public Comments were made.

New Business:

1. Resolution #11-2018 - A motion was made by Arnold Lobdell and seconded by Jim Otis to pass a resolution to acknowledge that a satisfactory 2018 Justice Court Audit was performed by the Town of Burke. Roll Call: Arnold aye, Tim aye, Jim aye and Bill aye. The audit was performed by Councilmen Bill Wood and Tim Crippen.
2. Resolution #12-2018 - A motion was made by Jim Otis and seconded by Tim Crippen to pass a resolution to switch the QuickBooks Payroll Program Administrator from retiring Bookkeeper Judith Dumont to incoming Bookkeeper Linda Trudell. Roll Call: Arnold aye, Tim aye, Jim aye and Bill aye.
3. The Burke End of Year Meeting was set for Monday, December 31, 2018 at 11:00 A.M. at the Burke Town Courthouse.
4. The current Burke Procurement policy and a copy of the Procurement policy from Watertown, New York was given to Councilmembers to determine if changes to Burke's current policy is necessary.
5. A new Burke Assessment Board member must be appointed due to the retirement of Assessment Board member Betty Crawford. Burke Assessor, Jim Gonyo, has been contacted for advice.
6. Jim Otis will contact Malone Lumber and have them perform annual service on the new Courthouse Boiler.
7. Jim Otis is looking into getting a temperature relay that would indicate that the furnace is malfunctioning, and the temperature has dropped below a setpoint.
8. Water was tested at the Burke Town Courthouse, but hardness was not indicated. We are still looking into if testing is required and when it should be performed.
9. Brian Stewart has worked up Solar Law documentation for the Town of Burke using Solar Laws from Chateaugay and the Town of Malone. He has estimated that his attorney fees would be approximately \$1,000.00 to complete all steps required to pass a Burke Solar Law. Brian Stewart will be designated our Town Attorney in 2019.

The Highway Committee did not meet.

Highway Superintendent Larry LaPlante's Report:

1. Larry has hired Jordan Rockhill to replace Dylan Johnston at the Burke Highway Department.
2. The Highway Department has been performing snow removal.

3. Barrett Materials has requested payment again for their error on the bills they invoiced earlier in the year and Burke has already paid. The Burke Board has decided to not pay at this time and wants Barrett to take the Town of Burke to Court.

Old Business:

1. A New York Sexual Harassment Toolkit for Employers and a Proposed Burke Sexual Harassment Policy for Burke was given to the Board members. We will have a policy adopted by February 2019.

No Code Officer's Report was submitted for November 2018.

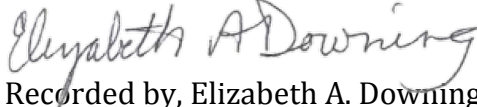
A motion was made by Arnold Lobdell and seconded by Tim Crippen to accept the November 2018 Financial Report. Roll Call: Arnold aye, Tim aye, Jim aye and Bill aye.

No Public Comments were made.

Bills were paid.

A motion to adjourn at 8:12 P.M. was made by Tim Crippen and seconded by Jim Otis. Roll Call: Arnold aye, Tim aye, Jim aye and Bill aye.

Respectfully submitted,
Elizabeth A. Downing, Town Clerk



Recorded by, Elizabeth A. Downing, Town Clerk