

**MINUTES OF TOWN BOARD YEAR-END MEETING
OF DECEMBER 22, 2016
HELD AT THE TOWN HALL, 8529 MAIN ST., CAMPBELL, NEW YORK**

PRESENT: Town Board Members: Michael D. Austin John R. Tschantre;
Jeffrey Horton and Terry E. Wheat; **Town Clerk:** Sandra M.
Austin; and **Highway Supt:** Thomas A. Austin.

ABSENT: James F. Drumm.

GUESTS: Todd Hall and Jeff Allen.

Call To Order/ Roll Call.

Mr. Austin called the Year-End meeting to order at noon at the meeting room of the Campbell Town Hall. The Town Clerk then took roll call.

Town Electric Bills--Ambit.

Discussion was had concerning the Town's bills for electrical service; we are currently with Constellation NewEnergy, Inc. for electric energy used; and for electric lines we are with NYSEG.

RESOLUTION #1, was offered by Wheat and seconded by Horton to authorize changing the Town's bills for electrical energy used to Ambit to give it a try for 1 year. Adopted by vote: Horton-Aye; Wheat-Aye; Tschantre-Aye; and Austin-Aye.

Procurement & Vouchering Policy.

We had discussed a procurement and vouchering policy this past year in May 9th Town Board Meeting. It was noted that the State Comptroller's Office says it is a requirement now for Towns. Our committee was Sandy Austin, Wendy Oman, Tom Austin, Jeff Horton and Jaime Drumm. We had taken a draft of another town and modified it several times to fit our Town.

RESOLUTION #2, was offered by Horton and seconded by Tschantre to adopt the final version of the Procurement & Vouchering Policy of the Town of Campbell, a copy of which is attached. Adopted by vote: Horton-Aye; Wheat-Aye; Tschantre-Aye; and Austin-Aye.

Voucher Audit - 12:30 p.m.

Vouchers were submitted and approved as follows:

General Fund Vouchers #422-431 totaling	\$13,280.42;
And Highway Vouchers #203-217 totaling	\$13,886.38;
Water District 1 SW1-Vchrs #76-77	\$ 153.15;
Water District 2 SW2-Vchr #24	\$ 57.00;
Water District 3 SW3-Vchr #24	\$ 57.00;
For a grand total of	\$ 27,433.95.

Budget Transfer From Prior Year - [2015].

Wendy explained that she was asking for authorization to move \$1,028.62 from the TA Account to the general fund, as it was approved over a year ago [on 11-9-15] but at that time there was not enough funds to do so.

RESOLUTION #3, was offered by Wheat and seconded by Horton to authorize the transfer of \$1,028.62 from the TA Account to the general fund from 2015 year-end. Adopted by vote: Horton-Aye; Wheat-Aye; Tschantre-Aye; and Austin-Aye.

Budget Transfers—for Year 2016.

The listing of budget transfers for the year 2016 to even out the Town Accounts was so noted; it is actually a re-allocation of funds. RESOLUTION #4, was then offered by Horton and seconded by Tschantre to authorize budget transfers per attached listing. Adopted by vote: Horton-Aye; Wheat-Aye; Tschantre-Aye; and Austin-Aye.

Proposed Limited English Proficiency Plan [LEP Plan].

Wendy Oman discussed the Limited English Proficiency Plan which we need to be adopted by the Town Board as a Town policy. We have been advised that for any Federal Funding, we have to have a LEP Plan in place. We currently have a federal funded loan for Water District #3 and UDA Rural Development is requesting a plan by December 30th.

RESOLUTION #5, was offered by Wheat and seconded by Horton to authorize adopting the LEP Plan per the attached copy. Adopted by vote: Horton-Aye; Wheat-Aye; Tschantre-Aye; and Austin-Nay.

Highway Discussion RE: The Town's 10-wheelers.

Tom Austin noted that the 2006 International 10-wheel truck with sander and plow was sold to the Town of Deerpark and they picked up the vehicle. The new 10-wheeler has been ordered and scheduled to be built January 16th and sent to Tenco by February 4. It would then take 6-8 weeks for installation of all the equipment.

E. Campbell Fire Dept.

Todd Hall was present and questions the E. Campbell Fire Dept.'s responses and qualifications again. It was noted that our contract was for fire calls only and we rely on the ambulance service for medical. Any medical calls E. Campbell responds to is over and above the contract. Mike Austin said he would look into the matter further by contacting Tim Marshall at the County.

Park Grant.

Sandy Austin noted that we had received a letter from NYS Environmental Protection Funds Grants Program which basically advised that we were not selected for the grant for the E. Campbell Park.

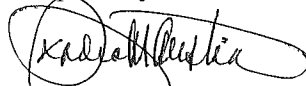
Dog Census.

Board Member Terry Wheat brought up the dog census issue again. It was discussed. No action was taken.

Adjournment.

There being no further business before the Board, the meeting was, upon motion by Tschantre and seconded by Horton adjourned at 12:55 p.m.

Respectfully submitted,



SANDRA M. AUSTIN
Campbell Town Clerk

DATED: December 28, 2016.

ATTACHMENTS:

- Procurement & Vouchering Policy
- Budget Transfers
- LEP Plan