

# Agenda

## February 5th 2018

### Town of Arietta

- Call to Order
- Roll Call
- Approve minutes for the January 3<sup>rd</sup> and 16<sup>th</sup>
- Resolutions

18-02-08 Review Financial books

18-02-11 Appointment Planning Board Member

18-02-12 Transfer of Funds – Court room

18-02-13 Zoning Board of Appeals Application Fees and Copies

18-02-14 Length of Service Awards Program resolution is pending per question to insurance rep-good info for the board to know

18-02-15 Appoint ZBA Board Member-Barry Baker

#### **Snowmobile Trails & Town Buildings and Grounds-Knapp**

Internal Management / Insurance, - **Grier**

Recreation, Website & Chamber, -**C.Wilt**

Finance / Airport-**R.Wilt**

Lake / Dam / Invasive-**Rudes**

- New Business

Motion to go out to bid for fuels –propane, heating oil, Avgas

- Old Business

- Public Comment
- Designation of next regular Meeting March 5th
- **Motion to adjourn**

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 5, 2018 at 6:00pm

Resolution # 18 – 02 - 08

Subject: **Review of the 2017 Arietta Financial Records**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta, Town Board have been presented with the 2017 financial records for the Town of Arietta at the February 5, 2018 meeting as required by Town Law Section 123, and

**WHEREAS:** these records include the Justices, Tax Collector, and Town Clerk, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve the 2017 Town of Arietta financial records as presented.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk      Date \_\_\_\_\_ 2018

**TOWN OF ARIETTA**

At a meeting of the Arietta Town Board at the Piseco Common School 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 5, 2018 at 6:00pm

Resolution # 18 – 02 - 11

**Subject: Appointment Planning Board Member**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta will reappoint Paul Beaudoin to the Arietta Planning Board as of February 13, 2017 and,

**WHEREAS:** it is necessary that the Arietta Town Board reappoint Paul Beaudoin for a term that ends February 28, 2022, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does hereby appoint Paul Beaudoin to the Arietta Planning Board effective immediately.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jaqui Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jaqui Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2018

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 5, 2018 at 6:00pm

Resolution # 18-02-12

Subject: Transfer of Funds

Resolution Offered By: \_\_\_\_\_

WHEREAS: the Town of Arietta will give the Town Supervisor permission to make the following transfer of money:

**General Fund**

\$ 90,000.00 to #A0-1110.400, Justice Contractual Expense  
from #A0-0909, Fund Balance

THEREFORE, LET IT BE RESOLVED: that the Town Board, Town of Arietta does approve the above transfers of money.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk Date \_\_\_\_\_ 2018

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 5, 2018 at 6:00pm

Resolution # 18-02-13

Subject: Zoning Board of Appeals Application Fees and Copies

Resolution Offered By: \_\_\_\_\_

WHEREAS: the Town of Arietta Town Board at the December 2017 Meeting discussed the current cost to file an application for variance and the number of copies required for submission when applying, and

WHEREAS: the Town Board at this time will rescind all the past resolutions regarding the cost of filing a variance and the number of copies to be submitted, and

WHEREAS: the cost of filing a variance currently is Two Hundred Eighty-five Dollars (\$285.00) will now be reduced to One Hundred Dollars (\$100.00), and

WHEREAS: the current number of application copies to be filed is three (3) will now be increased to seven (7) when applying for a variance, and

THEREFORE, LET IT BE RESOLVED: that the Town Board, Town of Arietta does approve the above changes for the fees and number of copies for the filing of a variance with the Zoning Board of Appeals and rescinds all the past resolutions that involve the same.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk Date \_\_\_\_\_ 2018

**TOWN OF ARIETTA**

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

February 5, 2018 at 6:00pm

Resolution #        18-02-14

Subject:     **Length of Service Awards Program**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta Town Board has received the annual updated LOSAP Agreement as the Plan Administrator as outlined in the attachment as follows:

## Length of Service Awards Program Service Agreement

Effective March 1, 2018, this Length of Service Awards Program (“LOSAP”) Service Agreement (this “Agreement”), is entered into by and between Town of Arietta (“Sponsor”) and Volunteer Firemen’s Insurance Services (“VFIS”).

WHEREAS the Sponsor has determined that it is eligible under Internal Revenue Code (the “Code”) Section 457 (e)(11) to sponsor a LOSAP; and

WHEREAS the Sponsor is therefore the plan sponsor of the LOSAP identified as Piseco Volunteer Fire Department, Inc. Length of Service Awards Program, and

WHEREAS, VFIS provides actuarial, recordkeeping, and other related products and services to certain LOSAPs which are governed by Code Section 457(e)(11), and

WHEREAS, the Sponsor desires to fund contributions to the Plan pursuant to the parameters outlined in this Agreement until such time as this Service Agreement may be terminated in accordance with the terms hereof; and

WHEREAS, Sponsor has determined in its exclusive discretion that the LOSAP named herein is not subject to the governance of Title 1 of ERISA, and therefore wishes to delegate certain non-fiduciary tasks and responsibilities as outlined by this Agreement;

NOW THEREFORE, the Sponsor and VFIS agree as follows:

### Section 1 SERVICES PROVIDED

1.1 Specimen Plan Documents. The Sponsor has determined in its exclusive discretion that the LOSAP named herein is not subject to the governance of Title 1 of ERISA. As such, VFIS will provide the Sponsor with a specimen document package for the LOSAP that is intended to comply with Code Section 457(e)(11). It is the Sponsor’s responsibility to ensure that any plan documents that are formally adopted by the Sponsor in connection with the LOSAP comply with all applicable federal, state, and local laws or statutes. The Sponsor and VFIS agree that all documents adopted by the Sponsor in connection with the LOSAP named herein will include a provision outlining that all Plan assets accumulated in the Plan remain at substantial risk of forfeiture.

1.2 Actuarial and Recordkeeping Services. VFIS will provide defined benefit retirement plan record keeping services. Such recordkeeping services include each of the following: preparation of an annual actuarial valuation report; calculation of suggested plan contribution; calculation of participant benefits payable due to distributable events outlined by Plan documents; preparation of an annual summary of benefits for each Plan participant; and an annual Plan certification by an enrolled actuary. In connection with these services, the Sponsor will provide VFIS with information and assistance necessary to perform these services. Sponsor’s failure to provide necessary data and information to VFIS shall in no way reduce the fees payable to VFIS under the terms of this Agreement.

1.6 Record Retention. VFIS will maintain documentation related to its duties outlined in this Agreement for a period not less than 7 years after the date a document is utilized in the operation of the LOSAP named herein.

1.7 Confidentiality. The Sponsor and VFIS recognize and acknowledge that by virtue of entering into this Agreement that both parties may have access to information that is confidential. Both parties agree that at no time either during or subsequent to the term of this Agreement will confidential or proprietary information be disclosed to others without express prior written consent.

## Section 2 FEES AND EXPENSES

2.1 Fees. The fees payable to VFIS associated with the services outlined above are set forth below. Sponsor agrees to pay VFIS upon receipt of billing notices and agrees that if payment is not remitted within 120 days of the date of the billing notice that VFIS shall have the right to collect payment for any or all of its fees and charges from plan assets on deposit in the GAC.

Annual actuarial and administrative service	\$1,000
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**PLUS**

Annual per participant fee	\$10
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2.2 Cost Illustrations. Upon request, VFIS will prepare up to 2 complimentary cost illustrations per Plan year for the Sponsor's use in the evaluation of potential changes to the Plan's design. The cost of each additional illustration shall be billable to the Sponsor based upon a rate of \$125.00 per hour. (Minimum charge \$125.00)

2.3 Additional Services. The Sponsor agrees to pay additional fees based upon unique plan provisions, special requests or extraordinary circumstances requiring dedication of VFIS personnel outside the normal scope of services provided. Such services shall be billed at an hourly rate of \$125.00 per hour and shall be communicated to the Sponsor in advance.

## Section 3 TERMINATION AND MODIFICATION

3.1 Termination. This Agreement may be terminated without cause by either party by providing 60 days written notice to the other party. In the event of any termination of this Agreement, the promises, duties and obligations set forth above in Sections 1.6 and 1.7 as well as all promises in connection with payment for services rendered as set forth in Section 2 shall survive such termination.

In connection with any LOSAP transfer or termination requested by Sponsor, VFIS shall provide LOSAP termination and transfer services and Sponsor shall pay additional fees for such services as set forth below simultaneously with Sponsor's written notice to VFIS of the

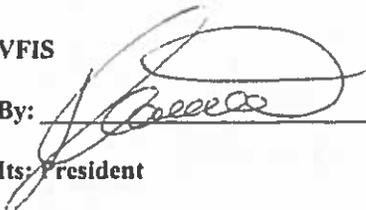
LOSAP transfer or termination. Sponsor acknowledges and agrees that: (i) additional LOSAP termination and transfer fee(s) are required; (ii) such fees are assessed to partially recover significant administration costs incurred by VFIS due to the LOSAP transfer or termination.

Plan Termination/Transfer Assistance - \$750.00

3.2 Modification. VFIS shall have the right to revise this Agreement from time to time as it deems advisable.

IN WITNESS WHEREOF, the Sponsor and VFIS have executed this Agreement on the \_\_\_\_\_, of \_\_\_\_\_, 2018.

VFIS

By: 

Its: President

Town of Arietta

By: \_\_\_\_\_

Its: Plan Administrator

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve the annual updated LOSAP Agreement and authorizes the Supervisor to execute all documents on behalf of the Town of Arietta and rescind the previous resolution for the same.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2018

**TOWN OF ARIETTA**

At a special meeting of the Arietta Town Board at the Piseco Community Hall on Old Piseco Road in the Town of Arietta, Hamilton County, New York on:

January 16, 2018 at 5:00pm

Resolution # 18 – 02-15

Subject: **Appointment Zoning Board of Appeals Member**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta has received Chris Laver’s resignation from the Arietta Planning Board effective December 31, 2017 and

**WHEREAS:** the Arietta Planning Board has submitted Barry Baker for consideration to finish Chris Laver’s vacant term ending on December 31, 2019 and

**WHEREAS:** it is necessary that the Arietta Town Board appoint Barry Baker to complete Chris Laver’s vacant term ending on December 31, 2019, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does hereby appoint Barry Baker to the Arietta Zoning Board of Appeals for the above terms.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacqui Grier \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacqui Grier \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_  
Town Clerk

Date \_\_\_\_\_ 2018

TOWN OF ARIETTA

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February 5, 2018 at 6:00pm

Resolution # 18-02-13

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Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta Town Board at the December 2017 Meeting discussed the current cost to file an application for variance and the number of copies required for submission when applying, and

**WHEREAS:** the Town Board at this time will rescind all the past resolutions regarding the cost of filing a variance and the number of copies to be submitted, and

**WHEREAS:** the cost of filing a variance currently is Two Hundred Eighty-five Dollars (\$285.00) will now be reduced to One Hundred Dollars (\$100.00), and

**WHEREAS:** the current number of application copies to be filed is three (3) will now be increased to seven (7) when applying for a variance, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve the above changes for the fees and number of copies for the filing of a variance with the Zoning Board of Appeals and rescinds all the past resolutions that involve the same.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

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Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk      Date \_\_\_\_\_ 2018