

Village of Hermon

Dissolution Implementation Committee

Meeting #2 – 12/17/2015 @ 6:00 p.m. @ the Hermon Town Hall

Minutes

Attendees: Nicole Bacon-Ward, Cathy Race, Sheri Smith, Carrie Tuttle

1. C. Tuttle mentioned that there were a few committee members that couldn't attend this meeting due to conflicts and that she thought attendance at the January meeting would be normal.
2. C. Tuttle reviewed the next steps in implementation process with the attendees:
 - a. Apply for and receive DOS Grants:
 - i. Town and Village of Hermon passed resolutions on 11/10 and 11/17, respectively authorizing submittal of a DOS Citizens Reorganization Empowerment (CREG) Implementation Grant application in the amount of \$50,000 for each municipality to move forward with implementation tasks outlined in the Implementation Plan. Copies of the Implementation Plan are posted on the webpage at www.danc.org.
 - ii. Village and Town grant applications to be submitted by 12/18/15. [Confirmation of submittal received 12/19/15.]
 - b. Conduct Kick-Off Meeting with DOS
 - c. Execute Contracts for services
 - i. Town and Village authorized Development Authority proposals to assist with Implementation Phase services; Comprehensive Plan, Asset Mgmt. Plan and assistance with other tasks.
 - ii. Proposals received from C2AE for water, sewer and lighting district formation. Town authorized proposal for \$12,000 pending receipt of DOS grant.
 - iii. Develop Scope of Work and obtain quotes for other services (i.e, Village Real Property Disposition, IT integrations, Local Law consolidation, and Records Scanning/Mgmt.). One option for real property disposition may be to piggy-back with SLC's annual foreclosure sale in October of 2016. This could save the Village some money in completing title work and ensure a broader audience by selling the properties through the auction process. Cathy will follow up with the County to explore this option.
 - d. Proceed with Implementation Tasks

- i. Comprehensive Plan - St. Lawrence County will be assisting the Development Authority under our scope of services with the Town.
- ii. Develop Authority is ready to start AMP; pending award of DOS grant.

3. Future Meeting Schedule

- a. Cathy requested that Chris Stransky, Tom Green and Lenore Roger be added to future meeting invites. [The requiring meeting notice was sent to these participants after the meeting.]
- b. Next Mtg. 1/21/16 – future meetings 3rd Thursday of each month at 6:00 p.m.