

TOWN COMMISSION MEETING MINUTES

JANUARY 10, 2011

ATTENDEES: Glenn Suter, Kathy MacDonough, Keith Hughes, Elaine Chester, Curt Nass, Rich Mulhern, Dave Brenner, Brian Donovan

1. Call to Order

Glenn Suter called the meeting to order at 7:18 p.m.

2. Special Guests / Public Comments (limit of 2 – 3 minutes per person)

None

3. Minutes of Previous Meetings – reading and consideration for approval

Kathy MacDonough read the November minutes. Motion to accept as read and corrected made by Elaine and seconded by Kathy.

Elaine Chester read the December minutes. Motion to accept as read and corrected made by Kathy and seconded by Elaine.

4. Treasurer/Tax Collectors Report: (Curt Nass)

Curt presented the Treasurer's Report (Attachment A). **It was decided that \$3,050 (of the Disbursements-Landscaping/Tree Removal) for the parking lot retaining wall should come out of the Property Transfer Account rather than the Town Account.** Curt will issue a check from the Property Transfer Account and deposit it into the Town Account.

5. Building Inspector Report:

Kathy MacDonough will contact John Cartier about the process Arden uses. Keith will talk to Tom Wheeler from Arden. Kathy will talk to Mike McGrath about being the initial contact for homeowners to use when they have a permit question. BIU would then be contacted to issue permits and do inspections. Building permit fees should be adjusted.

6. Plumbing Inspector Report: No inspector in attendance

7. Board of Adjustment Report: (Brian Donovan and Rich Mulhern)

701 Highland seeking a variance to divide the property into one conforming and one non-conforming lot. Hearing will be at town hall on February 2, 2011 at 6:30. Elaine will make sure the legal notice will be published in the News Journal by January 18, 2011. Keith made note that this would be a time when the rules on parking would apply for any new construction.

8. Planning Commission Report: (Dave Brenner)

Energy Grant – reports filed for October, November, and December. No report for rebates. Waiting for feedback from DOE. Asked for brochures for rebate program. Dave has written up guidelines for Bellefonte program. DOE said they have comments, but, to date have not told him what they are. Dave received tax records from Curt. Participants in rebate program must be owner occupied to qualify. Motion for Kathy to sign Agreement for Independent (IRS Form 1099) Contracting Services by Keith, seconded by Elaine. This is for Dave Brenner to 1) coordinate three grants, those being (a) Solar Panels for Town Hall, (b) Solar Panels and Increased Efficiency HVAC Systems for Town Hall and Foulk Day Care, and the (c) Homeowner Energy Efficiency Incentive (Rebate) Program; 2) Coordinate activity of tasks for EECBG grants, 3) Contractor compliance, and Public education to encourage participation.

Motion to move \$3,000 from Property Transfer Account to Stimulus Account for education and publicity purposes, i.e. banners and brochures made by Elaine and seconded by Kathy.

9. Reading and Approval of Bills: (Curt Nass)

Town Bills

Town Account	Amount Due	Vendor	
	11,558.07	IDS	Trash collection
	67.50	Gonser & Gonser	Legal fees
	2,987.50	Jos. Finocchiaro	Snow plowing
	47.11	Verizon	Telephone
	247.41	Delmarva Power	Town hall utilities
	7,144.32	Curt Nass	Tax collector's fee
	44.00	Curt Nass	Postage reimbursement
	30.60	U.S. Treasury	Q4 2010 taxes
	49.00	Delmar Pest	Pest control
	61.57	Elaine Chester	Secretary's fee
	<hr/>		
	\$ 22,237.08		
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 MSAF Account			
	70.97	Delmarva Power	Traffic Light
	1,367.50	Delmarva Power	St. Lights
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	\$ 1,438.47		
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Motion to pay bills as read by Elaine and seconded by Kathy.

10. Old Business


-) Ann Frampton memorial – Charlie Frampton said he approved of a donation to the Fire House in honor of Ann. **Motion by Elaine to donate \$500 in memory of Ann Frampton to Fire House, seconded by Kathy.** We will invite Charlie to the next meeting to present him with the Resolution and Richard Perillo to present him the check.
-) Day Care water problems – Elaine had read over the lease and found that the town is responsible for the fire system inspections and the water clean-up due to lack of maintenance.
-) Banners (Going Green)
-) Status of Day Care lease signing- The signed lease and rent has not been received (due 1/17/11).
-) Reminder of Special Election – Thursday, January 13, 2011 – Glenn reminded everyone to vote at the usual polling place – BHFC#1.

11. Public Comments/Questions (2-3 minutes per person in turn; each person may speak up to 3 times on the same topic)

Dave Brenner mentioned he read in the Town Charter that there were two goals for Senior Services #1 Increase senior services through partnership with area senior centers and New Castle County, and #2 Increase Town sponsored senior services. Kathy suggested we have someone from the Sellers Center come to a meeting and talk about their programs.

12. New Business

-) New maintenance items (ceiling, flooring in storage room, handicapped ramp).
 - o Updated list shared with commissioners. Electric to gazebo should be added. Proposals and estimates needed for all items.
-) Snow Removal (quality)

- Kathy will contact Joe Finocchairo about contract calling for curb to curb plowing and when to use salt and sand.
-) Newsletter items
 - BOA Hearing
 - Shoppes of Bellefonte hours
-) Miscellaneous
 - Motion made by Elaine to approve the annual donation for the fire house of \$500 and a \$100 gift card for the Restaurant Store for the Ladies Auxiliary. Seconded by Kathy.
 - Scott Clothier has requested the Town sponsor a Fox Point Little League team. Motion to approve \$350 made by Keith and seconded by Elaine.
-) Next Working Meeting – Wednesday, February 9, 2011
-) Next Commission Meeting – Monday, February 14, 2011? 

13. Public Comments/Questions (2-3 minutes per person in turn; each person may speak up to 3 times on the same topic)

14. Adjournment at 9:30 p.m.

Town of Bellefonte Monthly Treasurers Report December 2010 Report					
ATTACHMENT A	Commerce Town Account	MSAF Account	Property Transfer Account	Stimulus Account	Total
Balance 12/01/10	\$98,489.01	\$5,396.19	\$104,542.03	\$1,646.61	210,073.84
Receipts					
Transfer Tax			6,495.00		6,495.00
Town Tax	1,544.75				1,544.75
Rent	1,600.00				1,600.00
Interest	16.22	0.83	17.99	0.28	35.32
Total Receipts	3,160.97	0.83	6,512.99	0.28	9,675.07
Disbursements					
Trash Collection	11,558.07				11,558.07
Landscaping/Tree Removal	3,810.00				3,810.00
Attorney's Fees	427.50				427.50
Public Notices	264.00				264.00

Other/Supplies	181.22				181.22
Town Utilities	141.47	1,438.35			1,579.82
U.S. Treasury	30.60				30.60
State of DE (boiler safety)	30.00				30.00
Secretary's Fee	123.14				123.14
Total Disbursements	16,566.00	1,438.35	0.00	0.00	18,004.35
Ending Balance 12/31/10	\$85,083.98	\$3,958.67	\$111,055.02	\$1,646.89	\$201,744.56
					\$201,744.56
Curt A. Nass Treasurer/Tax Collector					