

MINUTES OF THE REGULAR TOWN BOARD MEETING

Tuesday, January 12, 2016

AT 7:00 PM

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, Bill Mann Councilperson, Mike Hillier Councilperson, James Forrester Councilperson, Doris Marsh
	RECORDING CLERK	Cheyenne DeMarco
	PERSONNEL	CEO, Mark Mullikin Hwy. Supt., Rick Moran Historian, Valerie Griffing Assessor, Brian Knapp
	VISITORS	Todd Galton

CALL TO ORDER Supervisor Walker called the meeting to order at 7:00 PM. Roll call was taken with all council members present

PLEDGE TO THE FLAG All persons stood as Councilperson, Bill Mann led the pledge.

WELCOMED VISITORS Supervisor Walker welcomed visitors.

APPROVAL OF MINUTES A motion was made to approve the year end Minutes of 12/29/2015 and the organizational minutes of 1/5/2016 with changes made by Doris Marsh. The motion was made by Doris Marsh, seconded by, Mike Hillier and carried 5-0.

Supervisor Walker addressed the board members about setting a new precedent on how they should receive their board meeting packets in advanced instead of on meeting night as it was done in the past. Supervisor Walker stated that the county e-mails their meeting contents to their members and asked the board members if they would like to start that precedent this year. Councilperson Bill Mann stated that he doesn't care of the mode of how he gets the packet but he would like time pre-meeting, a day or two, before the meeting. Councilperson James Forrester added that it was a highly ineffective method in the past; Jim stated that he comes right from work to the meetings and has no time to prepare ahead of time. Jim asked the clerk if it was possible to e-mail the board members their meeting packets the Friday before the set board meeting. The clerk answered she would have no problem sending out the agendas and packets on Friday via e-mail, but asks the board members to be aware that in most months they would be inaccurate packets especially in regards to the abstracts.

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Rick Moran stated that he receives bills for his abstract up until the day of the meeting. Jim asked in what other ways the packets would be inaccurate. The clerk answered that residents come in the day before or the day of the meeting and ask to be put on the agenda, and in some cases matters are not given to the Town Board until they've gone through the Village Board meeting, which usually takes place the night previous to the town's, and it's not until we know the village's actions at their meeting that we know what to inform the Town of. Supervisor Walker stated that those changes made to the packets since being e-mailed on the Friday before the Tuesday meeting will be announced by the clerk as amendments at the actual meeting night.

INTERGOVERNMENTAL AFFAIRS REPORT

JOINT PLANNING BOARD

None

ZONING BOARD APPEALS

Supervisor Walker announced that Wayne Dalrymple was appointed to the vacant seat on the Zoning Board by the village board last night. Supervisor Walker also addressed the training e-mail sent by the county, in which it states that the Planning and Zoning board members need to complete necessary hours of training. Bill Mann asked who is responsible for overseeing the planning and zoning boards? Supervisor Walker stated that she appointed Bill to be on the Building and Zoning committee at the organizational meetings and that he will need to make contact at the county level. Mark Mullikin stated that the planning and zoning members are only required to receive 4-5 hours of training. Doris asked how do we get those hours? Mark answered that the county sends each town hall office a pamphlet of training opportunities.

CHANGES TO AGENDA

Supervisor Walker asked the board members if there was a need to make any changes to the agenda. None were stated.

PRIVILEGE OF THE FLOOR

Supervisor Walker addressed Todd Galton and asked if he would like to address the board. Todd answered he was just there as an observer.

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

- The list of Town Board meetings for the year 2016 that are to be posted in the Government Center and the Nunda Post office following tonight's meeting. Each Board member now has a copy to take home.
- Notice letter issued by Wex Bank of a change applied to 2016 to the Town's current Fleet Card Agreement. In the notice it states that effective on or about January 1, 2016, there will be an increase in the finance charge regarding late fees, which will be the greater of \$75 or \$2.99% of the balance due.

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- A letter from the association of towns informing new and former elected Town members of a 2016 Training Class in New York City held in February if they so wish to go.

Brain Knapp entered the meeting at 7:15 PM

AUDIT BILLS

There was a motion to approve the Abstracts for the month of January, 2016. These abstracts include; General Fund Claim number, 1-15 in the amount of \$10,170.33, as set forth in abstract No. G-1, dated 01/12/16 , Highway Fund Claim number 1-15 , in the amount of \$9,786.83, as set forth in abstract No. H-1, dated 01/12/16 , and Police Fund Claim number, 1-2 in the amount of \$1,350.59, as set forth in abstract No. 1, dated 01/12/16. The motion was made by Jim Forrester, seconded by, Doris Marsh and carried 5-0.

CEO

Mark Mullikin addressed the board stating that it has been pretty quiet. He is continuing fire inspections in the town. The new vet clinic is coming along nicely; the interior is being painted now. Mark reported that he received a permit for a new home to go up on Barkertown Road, there is talk of another but no paper work has been handed to him.

Mark stated that Tyco has mailed a notice letter to the town of Nunda, where it states there was a recent announcement in NY legislation that requires carbon monoxide detectors in commercial buildings and Tyco is offering their services to install them. Supervisor Walker stated that she saw Mark's recent ad in the Mt. Morris shopper covering this situation to inform all business owners. Mark states that we do not need Tyco to install these CO detectors, building and grounds can install these detectors, and as long as he uses 10 year battery units it satisfies the legislation requirements. Doris asked what the cost was? Mark answered \$20.00- \$40.00 depending on brand but most importantly they need the 10 year seal battery. Supervisor Walker asked if this included the highway department, Mark answered yes, that is why he put it in the Mount Morris shopper for all business owners to know.

Mark gave the board members a copy of his revised permit fee schedule, Mark explained that the top page of the packet is the current fee schedule and the next page is the proposed fees. Mark stated that he raised, lowered and merged prices while comparing to neighboring towns and villages like Mount Morris and West Sparta. For example, a double wide and single family dwelling was two separate charges on the old schedule but they are essentially the same thing so Mark has put them at the same price. Mark adjusted the town fees to match the village fees, stating it will help to have Village and Town on the same fee schedule.

A motion was made to accept the CEO report for the month of, January 2016. The motion was made by; seconded by, and carried 5-0.

HISTORIAN

Valerie Griffing submitted her January annual report. She is currently working on the Historical Calendar for 2016, Val remarks that she enjoys the research

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that goes into creating the calendar. Supervisor Walker thanked Val for all her work, it is appreciated.

A motion was made to accept the Historians report for the month of, January 2016. The motion was made by; Jim Forrester seconded by, Doris Marsh and carried 5-0.

ASSESSOR REPORT

Brian addressed the board informing them that the assessor's office has been relocated with the efforts of Cheyenne DeMarco and Leroy Wood. It was previously in the very back of the building and is now in the front room alongside the handicap lift. Brian went to state that he is still receiving exemption renewals until March. He is receiving lots of phone calls this tax season. As for status of the new vet clinic, whether it will be evaluated under partial or full assessment at March is unknown at this time as it depends on if it will be a completed project by then.

A motion was made to accept the Assessor's report for the month of, January 2016. The motion was made by; Bill Mann seconded by, James Forrester and carried 5-0.

YOUTH

Doris reported that Nunda rotary distributed food vouchers to 35 families within the Keshequa School District in December and is presently working on the St. Valentine's Day dinner dance with Mike Vasile. The dinner dance will be taking place at the Nunda Fire Hall on Sunday afternoon February 14th. They are honoring the proceeds to the Emo family, Collin Yencer, and the VanName Family. Tickets are still \$10.00 as they have been for a long time. Doris has tickets now and hopes they sell fast a get over 200 people.

Concerning the social host law, Doris reports that the DA will facilitate meeting for us at the Town Hall. There are magnets that she will be leaving at the Clerk's desk and the Nunda Pharmacy that have information regarding the collection of unwanted medications.

Doris announced a leadership training for youth that will be taking place in Los Angeles for four students in July, all costs covered.

A motion was made to accept the Youth report for the month of, January 2016.

SOCIAL HOSTING LAW

Jim brought up concern on the Social Hosting Law and the existing laws for underage usage and possession, Jim states he feels that nothing today makes a true impression. Jim addressed Councilperson Hillier and Mann stating they have 45 years together in law enforcement experience, does Nunda need a solution without a problem. Councilperson Mike Hillier stated that he felt that law was made for Geneseo college kids. Councilperson Bill Mann agreed. Doris stated that surrounding counties have already adopted the law and the DA has asked to speak to Livingston County and explain. There will be several DA meetings; Doris stated that she hopes Jim can go to one of these meeting. Jim responded that he plans to, and has a list of dates for meetings.

Jim asked if there is anything in the past from the Chief or Sheriff that give any indication that Nunda needs this law? Doris answered that she didn't know that answer; she knows the data from the surveys that are given to her. As far as Nunda specifically, she'd need to speak with the Chief. Jim stated that Nunda

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has a narcotics issue that needs more attention. Doris stated that she will take that information back. It has been brought out in charts to show heroin hasn't been addressed in surveys.

A motion was renewed to accept the Youth report for the month of, January 2016. The motion was made by Mike Hillier, seconded by Bill Mann, and carried 5-0.

POLICE

Mike handed the monthly and yearly police reports to each Board Member. Mike reports that the town complaints have increased, DWI, arrests and accidents have decreased. Mike states that Doris, Fritz Amrhein and himself met with Sargent Bryant to speak of the missing tickets issue that Judge Mann brought to the board at the November 2015 meeting. Mike clarified what Judge Mann reported in that meeting, where they could show proof of submission but the receiving ends for both Nunda and Albany tickets are still a mystery as to why they don't register into either system after being submitted. Bill asked if the submission software has interface uploaded? Mike answered that he couldn't answer that. It is a problem between Albany and getting it to the Court clerk. Mike went on to state that he is trying to get a report back monthly, so if there is a problem in court there is proof that it was taken care of and try to track where the fault in the system is.

RESIGNATION

Mike pointed out the last page that was the resignation letter from Officer Skinner. Mike stated that the Chief is not looking to replace this new vacancy, as they have 11 officers now. The Chief is requiring these officers to walk the streets and go to all the businesses in the Town and Village. They are making cards to slide under doors of the businesses to inform the business owners if they find an open door and they are also making an emergency contact list. Bill stated that they will make a common place file to modify to town businesses. Mike stated that the committees are sitting down to make an evaluation for the Chief. They will talk to officers to evaluate the Chief as well.

Jim asked for a timeline on the evaluation of the chief. Mike Hillier and Doris Marsh answered that by March/April it will be done.

Jim asked what was the current target for man hours? Doris answered 60-70 hours, the December total hours was 366. Bill asked if they get money through grant or crank down from county? Doris answered that the Chief uses those grant hours for holidays like Memorial Day and Nunda Fundays.

There was a motion to accept the resignation of Officer Skinner. Motion was made by Bill Mann, seconded by Doris Marsh, and carried 5-0.

A motion was made to accept the police report for the month of January, 2016. The motion was made by Bill Mann, Seconded by James Forrester and carried 5-0.

CEMETERY REPORT

Doris reported to the board that the cemetery rates from the organizational meeting have already been mentioned and amended. Speaking on behalf of Bob, Doris asked if the town wants to change town cost of open/closing of graves? Doris stated that the Snyder's Brother have always been very

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cooperative and accommodating with the town. Supervisor Walker stated that through her experience with working with the Oakwood cemetery, they can't raise rates without permission with Albany's Division of Cemeteries, but perhaps municipality laws veto that. Jim stated that this is something to look into, it needs to be consistence with Oakwood. Doris compared the plot rates of other neighboring towns, West Sparta for instance charges \$450.00 for a double plot and Geneseo charges \$600.00 per plot.

Also on behalf of Bob, Doris asks when do we advertise for mowing bids for the cemetery? Supervisor Walker asked who was doing it now? Jim answered Farrell. Supervisor Walker stated that the clerk will advertise for the mowing bids following this meeting and the bids will be opened and reviewed in February's meeting.

A motion was made to accept the Cemetery report for the month of, January 2016. The motion was made by Mike Hillier, seconded by, James Forrester and carried 5-0.

IT REPORT

None.

COMMERCE REPORT

Jim reported that Bobby Gelser stated that the new Nut Butter factory is coming along great. Mark Mullikin stated that the Monday following Christmas he did a walk through with the safety engineer, and they are pretty close to being finished. All they have left is to replace extinguishers. Supervisor Walker asked about the progress on the new vet clinic. Mark answered that Vinnie Hark and his crew were painting the interior walls and had plumbing and fixtures put in, they are moving fast. A motion was made to accept the Commerce Report for, January 2016. Motion was made by, Bill Mann, and seconded by, Doris Marsh, and carried 5-0.

BUILDING/ZONING REPORT

Supervisor Walker stated that Bill and Mike will have meet up with Mark. Mark Mullikin stated that if they want to sit down when their schedules work, he would be willing to meet with them on weekends if necessary.

HIGHWAY

Rick reported that they are taking care of minor maintenance. The advocacy dates for CHIPS lobbying is coming up. Vendors truly support us, doesn't cost the town money for us to go. Mike Hillier asked if they received the new loader? Rick answered yes, they got it right before Christmas. They have put new radios in it received from the county. Bill Mann stated he would like to take a look at those radios, just as a representative of the county he'd like to put eyes on the equipment they have. There has been discussion of mobiles vs. portable radios. It seems plow trucks need mobiles.

Bill reported on the Scipio Road cell tower site is up, along with several other towers. They will be testing at full foliage in spring. Bill also reported that the

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equipment may be obsolete at that point in the year; the radios will no longer be on our systems. Rick stated that he was told they could update the radios and not need to replace them. Rick stated that they usually have an annual meeting with Mike Bradley, usually set up by representatives of Livingston County. Bill stated that the county's biggest concern is to not go to towns and inform them their radios don't work.

Brian Knapp left the meeting at 8:15 PM

Jim Forrester asked about the BAN taken out for the loader and the transfers made at the end of the year. Supervisor Walker stated that she will ask former supervisor Baldwin to get the facts straight.

Doris stated that the town highway sold half space on a time limit; she asks if anyone has taken lead on expanding? Rick answered that he and former supervisor Baldwin spoke of the matter in the past and decided they were not looking to expand. Jim stated that there are significant properties in Dalton such as the school bus garage which is not being used.

Todd Galton addressed the board representing the school board; he asked the town board if the school, village and town could work together as three entities? Todd states that we all use sand, salt, need things plowed. We need a common ground to work on.

Bill Mann stated that he just moved back into town, and asked if there is an existing committee to explore these opportunities. Rick answered it was former board member Dave Thompson and former Supervisor Baldwin.

Jim stated they need strategy and he agrees with Todd Galton that they need open dialogue with other entities.

Mike stated that we should all sit down together sooner rather than later.

Todd stated that they could meet in the auditorium or cafeteria at the school, just sit down without agenda and talk. Everyone from the 3 boards, Todd then proposed that we make a committee from that meeting with everyone.

Supervisor Walker stated she will out to Mayor Bob Cox regarding this situation.

A motion was made to accept the Highway Report for the month of, January 2016. The motion was made by; Mike Hillier seconded by Doris Marsh, and carried 5-0.

OLD BUSINESS

None.

NEW BUSINESS

Bill Mann addressed the board proposing an on-boarding process for new members, a process of mentoring on expectations. Bill acknowledged that he was sent a new hire packet in the mail in 2015, he suggests we add a paper addressing frequently asked questions and a contact list.

Supervisor Walker stated that Mike Hillier and she went to the last few meetings in 2015 to get their feet wet.

Jim suggested that the new members get the newest Town Law Manual from the Association of Towns. Jim also suggested a simple outline should be made up for new board members.

Supervisor Walker stated that the town training sessions and seminars she has been going to have been a good avenue as well.

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Bill asked if he has personnel issues, who does he address that with? Jim answered it can be addressed during executive session or through the county, but Bill should always feel empowered to go into executive session with his board.

CLERK REPORTS

The Town Clerk submitted the monthly Town Clerk Report, and Justice Report to the Nunda Town Board. Jim asked the town clerk if she found the Livingston county clerks association beneficial, the answer was yes. A motion was made to approve the Town Clerk and Justice Reports for the month of, January 2016. The motion was made by; Bill Mann seconded by, Mike Hillier and carried 5-0

Todd Galton left the meeting at 8:49 PM.

EXECUTIVE SESSION

A motion was made to go into executive session. Motion was made by Mike Hillier, seconded by Jim Forrester, and carried 5-0.

Val Griffing and Mark Mullikin left the meeting at 8:53 PM, the clerk was approved to stay.

A motion was made to come out of executive session at 9:19 PM, with no action taken. Motion was made by Doris Marsh, seconded by Bill Mann and carried 5-0.

ADJOURNMENT

Being that there were no further businesses, there was a motion to adjourn. The motion was made by Bill Mann seconded by James Forrester and carried 5-0.

The meeting adjourned at 9:21 PM.

RESPECTFULLY SUBMITTED,

CHEYENNE DEMARCO
NUNDA TOWN CLERK