

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, March 12, 2019
AT 7:00 PM

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, William Mann Councilperson, Michael Hillier Councilperson, James Forrester Councilperson, Randall Morris
	RECORDING CLERK	Cheyenne DeMarco
	PERSONNEL	Assessor, Brian Knapp, <i>Absent</i> CEO, Mark Mullikin Chief, Ryan Dale Historian, Valerie Griffing Hwy. Supt., Rick Moran
	VISITORS	Tim Cassidy, Martha Blair, Officer Phil Bauers, Recruit Chelsea Guluski
CALL TO ORDER		Supervisor Walker called the meeting to order at 7:00 PM. Roll call was taken with all councilmembers present.
PLEDGE TO THE FLAG		All persons stood as Bill Mann led the pledge.
ADOPTION OF MINUTES		A motion was made to adopt the minutes of the following meetings; <ul style="list-style-type: none">• Regular Town Board Minutes of 02/12/2019• Zoning Board Minutes of 02/21/2019
		The motion was made by Jim Forrester seconded by Mike Hillier and carried 5-0.
		The drafted Police Commissioners Minutes of 03/04/2019 were presented to the board for review only.
CHANGES TO AGENDA		None.
PRIVILEGE OF THE FLOOR		None.
CEO		Mark submitted his February 2019 report. Mark attended his annual conference at RIT this week. Currently looking into a possible zoning violation with a resident operating business from home without necessary approval or permits through the Town. Jim suggested to advertise the pool regulations with the upcoming summer to bring some awareness to the residents. Mark stated he could write something up to put in the Mount Morris shopper to run for a couple weeks.
		Supervisor Walker stated that she requested the Planning Board's Solar Local Law from Chairman Alex Peirce but still hasn't received it. Mark stated that he would remind Alex. It has been known that passing a solar law through the County is a struggle county wide. Bill stated he would reach out to the County Planning board and ask if a representative could attend a Town Board meeting to review their concerns with our local law.
ASSESSOR REPORT		None.
HISTORIAN		Val submitted her February monthly report which entailed continuing her office inventory as requested by the County Historian while also improving the local archiving. Val also addressed the board in regards to a camera that the Town purchased for her office years ago. The camera is no longer be a reliably resource. Val requested that her camera be surplus and also that she be allowed funds to purchase a new camera.

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, March 12, 2019
AT 7:00 PM

Motion was made to surplus the Nunda historian's office camera and allow Val Griffin to purchase a replacement with a spending cap up to \$150.00. Motion was made by Mike Hillier, seconded by Bill Mann and carried 5-0.

The board thanked Val.

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

i.) *Moran's Glass Inc quote for the front door replacement.*

Mark Mullikin stated he reached out to Brian Kelley in regards to the Government Center front door and Brian stated that given the unique size and historical structure it would be best to go to a company that specializes in installing and replacing door fixtures.

Provided to the board is a quote from Moran's Glass. Dan Moran reviewed with Mark that upon his inspection of the door that it would be more money and energy efficient to replace the double doors with a single standard door otherwise you have to order a custom cut door for replacement.

Moran's Glass quote was the following:

To replace the existing pair of steel doors with a new single 42-inch aluminum door with side lite, finished with either a bronze anodized or clear anodized aluminum with glass windows priced at \$3,960.00, this is subject to add \$370.00 for a painted finish.

3 to 4 weeks for anodized door 6 weeks for painted door.

Motion was made to accept the \$3,960.00 quote with the bronze finish single door replacement of the Main Government Center entrance. Motion was made by Jim Forrester, seconded by Bill Mann and carried 5-0.

ii.) *Livingston County Department of Social Services Worksite Sponsors Agreement renewal for Workforce Development Work Experience Program (WEP).*

Jim asked if the Town was a sponsor for this WEP program in the past with the Town highway department? Rick answered yes, a few years ago. Anyone placed to work with them usually does work along the lines of cleaning and painting. Motion was made to have Supervisor Walker sign the WEP agreement renewal with Livingston County Department of Social Services. Motion was made by Mike Hillier, seconded by Jim Forrester and carried 5-0.

iii.) *Livingston County Soil & Water Conservation District - Funding opportunity for shade tree & Flowering shrub restoration program.*

\$6,000.00 has been obligated for direct purchase of native trees and flowering shrub transplants. Monies will be made available for the purchase of trees, shrubs and supporting materials on a first come first served basis. Contact local Soil & water conservation District if interested. Motion was made to proceed in applying for native trees and flowering shrubs to be planted at Union Cemetery. Motion was made by Bill Mann, seconded by Mike Hillier and carried 5-0.

iv.) *Auto-Pay General Utility bills with Town Credit Card.*

It was requested that the Town Board allow the Town Clerk to use the Town credit card to create online automatic monthly payments for General Account utility vendors, Time Warner and Frontier Communications, to avoid turn offs & late fees since these vendor bills are commonly received after the monthly board meetings. These monthly utility charges would still be reflected in the monthly General abstracts through the breakdown of the credit card vouchers as presented and approved by the Town Board. Motion was made to allow the

MINUTES OF THE REGULAR TOWN BOARD MEETING

Tuesday, March 12, 2019

AT 7:00 PM

Town Clerk to register the Town Credit Card for autopayments for the utility vendors of Time Warner Cable and Frontier Communication for A fund General accounts. Motion was made by Mike Hillier, seconded by Bill Mann and carried 5-0.

SUPERVISORS STATEMENT

Fund balance was reviewed and discussed.

Supervisor Walker stated that Baldwin Businesses have closed out the Town's 2018 financial reports and an AUD will be provided to the Town Board soon.

AUDIT BILLS

There was a motion to approve the Audited Abstracts for the month of March 2019. These abstracts include;

- *General Fund* Claim number, 52-77, in the amount of \$11, 539.49, as set forth in abstract No. G-3, dated 03/12/2019.
- *Highway Fund* Claim number, 37-64, in the amount of \$55, 063.08, as set forth in abstract No. H-3, dated 03/12/2019.
- Vouchers 37 was classified as prepay in the amount of \$1,034.42.
- *Police Fund* Claim number, 1-5, in the amount of \$798.81, as set forth in abstract No. P-3, dated 03/12/2019.

A motion was made to approve the audited abstracts. Motion was made by Jim Forrester, seconded by Mike Hillier and carried 5-0.

POLICE

Chief Dale reported the Nunda Police Department statistics for February 2019.

Chief Dale thanked board for being supportive of the department in purchasing a new car.

Chief Dale stated that with the new Police Car in use by the department, he would like the 2013 Chevy police car and equipment to be surplused.

Surplus items can be sold through the Dansville Auction and the acquired funds put into the new car reserve. Chief Dale also said that he could reach out to larger departments where the same model car is in use and obtain quotes to present to the board.

It was discussed that since the 2013 Ford was received on a grant that there may be grant disposal requirement with federal or state funds. They may even need to notify the federal government and request permission from grant authority to surplus and sell the car.

The board asked Chief Dale to make a list of all equipment within the 2013 Ford and submit it to the board so they at least have record of what exactly is being requested to surplus.

Chief Dale introduced recruit Chelsea Galuski to the board. Galuski received positive remarks from her instructors while completing her Second Phase police officer certification course training at Livingston County Sheriff's department on March 12th. Galuski has already completed Firearms Training Course with high honors and is now scheduled to start FTO training on March 13th. Primary FTO instructors will be Chief Dale and Officer Whitney. Academy FTO will end on May 12th, 2019.

Recruit Chelsea Galuski addressed the board stating that she was grateful for their support in sponsoring her through the academy.

Motion was made to approve the third new hire vest for recruit Chelsea Galuski. Motion was made by Mike Hillier, seconded by Bill Mann and carried 5-0.

It was discussed that these vests have a five-year life cycle and the board should consider preparing the budget in four years for replacements. Jim Forrester suggested the commissioners discuss and decide about making a vest reserve.

Chief Dale stated that at the Village Board meeting tonight they have been working on repairs to the Police Department. Since it is a Village owned building the prices and specific changes are going through the Village Board

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, March 12, 2019
AT 7:00 PM

but for everyone's information if you see work being done at the Police Department in the future, they are looking at renovating the floorings, the doors and door security. Right now, it is just in the discussion phase with the Village Board.

Bike patrol was reviewed as it was discussed and recorded in the Police Commissioner's Minutes of March 4th 2019. Chief Dale sees this as an opportunity to improve community policing and very useful patrols during summer events like Nunda Fundays, Memorial Day and Fundays parade.

A PowerPoint reviewing the benefit of Bike Patrol was given to each board member and reviewed. The commissioner's stated that this was reviewed and discussed in depth at the commissioner's meeting and are supportive of the PD going this direction.

Motion was made to allocate \$1,500 to Chief Dale to purchase a patrol bike with required equipment to begin this policing method. Motion was made by Bill Mann, seconded Mike Hillier and carried 5-0.

In 2016 a donation was received from Michael D'Amico on 90 Mill Street from his annual Christmas light show to the Nunda Police Department. The check amount was \$644.31. The commissioners had asked where that money was spent and the answer was that it was deposited to the police reserve fund and not spent.

IT REPORT None.

COMMERCE REPORT None.

BUILDING/ZONING REPORT The Government Center front door addressed in communications.

Mark stated that Brian Kelley will look into the Government Front steps as well when the weather gets better.

HIGHWAY Jim stated that within Highway Abstract 3, Voucher 63, the highway committee gave Rick approval to purchase a bucket from George and Swede after the highway crew demoed the bucket and received an invoice. Rick stated that they will still use the existing bucket.

Rick reported that he had a meeting with Bob Striker regarding the water runoff from Mike Gelser's field creating the flooding on Oakland Street in Dalton, as reported in February 2019 minutes. Rick stated that when he spoke with Striker, Striker had already looked at the property and stated he doesn't see any improvements to help the situation unless they put deeper ditches going east. Rick disagrees and states he thinks they should try to get the water to flow west.

Rick stated that Mike Gelser is in favor of something being done and is willing to work with the Town.

Supervisor Walker stated that she reached out to Supervisor Ivan Davis from Town of Portage, and there was no interest to join in correcting this problem area.

Jim stated that he would like to walk the property with Rick Moran and Bob Striker to review all options.

Jim stated that according to the 10-year highway equipment replacement plan the 550 is this year's replacement and they are currently looking into prices.

Jim also stated that the #5 truck is on next year's replacement but when it is ordered it won't be delivered for 12 months and therefore won't hit the budget until delivered in 2020 if they should order it in 2019. A replacement for #5 would be around \$160,000.

Supervisor Walker stated the grant paperwork was signed and notarized and mailed back to NYS Department of Transport (DOT) for Kendall Road.

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, March 12, 2019
AT 7:00 PM

Rick Moran readdressed the sidewalks in Dalton, whether to plan to replace or remove them? Jim Forrester stated that it would be cost prohibited to replace the sidewalk being that so many have not been replaced for so long and have become a part of the lawns of the homeowners.

Rick Moran stated he will check with home owners who still have a sidewalk in front of their home.

ONE MOTION

A motion was made to accept all reports given on 03/12/19. Motion was made by Bill Mann and seconded by Jim Forrester and carried 5-0.

OLD BUSINESS

New highway building was discussed.

Highway Building

A motion was made enter negotiations with the Town Supervisor and landlord for property on Hay Road, Tax Map No. 170.-1-70.51, and bring back an offer to the April board meeting to review. Motion was made Bill Mann, seconded by Jim Forrester and carried 5-0.

NEW BUSINESS

Bill Mann addressed the board stating he has recently accepted a position to work with the County Administration office. With this position it has conflicts of interest where he is representing both the Town and County. Bill stated that he has very much enjoyed working with the Town Board and proud of all the work they have accomplished in the last three years. At this time though, Bill feels it is right to resign at the next Town Board meeting if they the Town board can appoint someone else to fill in for the remainder of the year of his elected term. Bill stated he would be willing to stay for the remainder of the year if they could not find a suitable appointee.

The board thanked Bill for his service to this board and understand his reasoning for leaving. They appreciate the notification to give them time to anticipate the vacancy. The board decided to put an ad in the next shopper stating that the Nunda Town Board is anticipating a vacancy for a Town Councilmember. Any Nunda resident interested in the prospect of being appointed as a Town Councilmember for the remainder of 2019, shall submit a letter of interest to the Nunda Town Board by April 5th. If an appointed member wishes to remain on the Nunda Town Board past the year 2019, they must proceed with election requirements for general election this November.

CLERK REPORTS

Cheyenne submitted her February 2019 Town Clerk Report of total state, county and local revenues and the February 2019 Justice Report to the Nunda Town Board.

A motion was made to approve the Town Clerk and Justice reports for the month of February 2019. The motion was made by Mike Hillier, seconded by Jim Forrester and carried 5-0.

Transfer Funds

Town clerk requested to transfer remaining funds from her Town Clerk Contractual account A1410.4 to Deputy Town Clerk Svc. A1410.1A. Motion was made to transfer remaining funds from Clerk Contractual A1410.4 in the amount of \$2,343.00 total after Abstract 3, to Deputy Town Clerk Svc. A1410.1A. Motion was made by Bill Mann, seconded by Mike Hillier and carried 5-0.

ADJOURNMENT

Being that there was no further business, there was a motion to adjourn. The motion was made by Bill Mann, seconded by Randy Morris, and carried 5-0.

The meeting adjourned at 8:29 PM.

RESPECTFULLY SUBMITTED,

**CHEYENNE DEMARCO
NUNDA TOWN CLERK**