

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, May 09, 2017
AT 7:00 PM

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, William Mann, <i>Absent</i> Councilperson, Michael Hillier Councilperson, James Forrester Councilperson, Randall Morris
	RECORDING CLERK	Cheyenne DeMarco
	PERSONNEL	CEO, Mark Mullikin Hwy. Supt., Rick Moran, Historian, Valerie Griffing, <i>Absent</i> Assessor, Brian Knapp, <i>Absent</i>
	VISITORS	Bob Cox, Tim Cassidy, Justin Bennett

CALL TO ORDER Supervisor Walker called the meeting to order at 7:00 PM. Roll call was taken with William Mann absent.

PLEDGE TO THE FLAG All persons stood as Rick Moran led the pledge.

ADOPTION OF MINUTES A motion was made to adopt the regular Town Board minutes of 04/11/17 with corrections made by Jim Forrester. The motion was made by Mike Hillier seconded by Jim Forrester and carried 4-0.

CHANGES TO AGENDA None.

PRIVILEGE OF THE FLOOR None.

CEO Mark reviewed his April written report. It is building season, mostly garages. Fire inspections are being completed. Some proposed homes are coming up. Mark spent a week at RIT for the annual code enforcement conference, in this conference, Mark stated there is a lot of new requirements for home builders, updates in commercial and residential codes due to energy codes. Mark has informed these updates to the local builders in the area.

Tim Cassidy entered meeting at 7:07 PM.

HISTORIAN Val was absent but submitted her written report stating she is continuing her researches with newspaper clippings and Nunda veterans.

ASSESSOR Brian was absent but submitted a drafted resolution for the board's review and consideration tonight:

Resolution No. 6 of 2017

Resolution requesting State Assistance for a reassessment project for the Town of Nunda.

WHEREAS, the Board of the Town of Nunda has undergone the revaluation of real properties within the Town, the Town feels that it is necessary to conduct a reassessment project of all properties for the 2018 assessment roll to maintain a uniform standard of assessment for the Town; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Nunda, New York, that the Town of Nunda hereby requests State assistance,

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specifically from the NYS Office of Real Property Services, to do a reassessment project to maintain a uniform standard of assessment in accordance with Section 305 of the Real Property Tax Law;

BE IT FURTHER RESOLVED that Supervisor Walker is hereby authorized and directed to expend the necessary funds for the preparation of said plan and the establishment and maintenance of the Real Property Improvement Program.

A motion was made to adopt Resolution No. 6-2017. Motion was made by Mike Hillier, seconded by Jim Forrester and carried 4-0.

Notice: Grievance Day is scheduled for May 24, 2017 from 5:00PM – 9:00PM

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

i. Bob Freeman, Freedom of Information and Open Meetings Law (FOIL).

A two-hour class reviewing freedom of information and open meeting law is available on Wednesday, June 7th, in Mount Morris. RSVPs are required. The meeting notification was given to each board member.

BUDGET REPORT &

SUPERVISORS STATEMENT

Supervisor Walker stated that Justin Bennett from Baldwin Business Services was here tonight to cover any questions on budget management with the board. Justin presented balance sheets for the board to look over along with a “totals by department” worksheet.

After review and board discussion it was requested that Baldwin Businesses provide a monthly budget report including the 2016-year end numbers for comparison and better transparency.

The board thanked Justin for being at tonight’s meeting.

AUDIT BILLS

There was a motion to approve the Abstracts for the month of May, 2017.

These abstracts include;

General Fund Claim number, 111-131 the amount of \$10,532.04, as set forth in abstract No. G-4, dated 05/10/2017.

Highway Fund Claim number 113-129, in the amount of \$105,997.87, as set forth in abstract No. H-4, dated 05/10/2017.

Police Fund Claim number, 33-40 in the amount of \$1,175.99 as set forth in abstract No. P-4, dated 05/10/2017.

A motion was made to approve the abstracts. Motion was made by Jim Forrester, seconded by Mike Hillier and carried 4-0.

POLICE

Mike reported the Nunda Police Department statistics for April along with Chief Wilcox’s written Nunda Police Department Monthly Report. At the commissioners meeting, Village commissioner Darren Snyder and Mike reviewed a repair quote for the overhead door at the police garage on State Street. The quote is a total figure of \$435.00 that was approved at the commissioner’s meeting.

Mike asked who owns the police garage building? The answer was the fire department. Jim added that the Town has a 100-year lease to use that garage and it is his understanding that in that lease, it designates responsibility of building maintenance to the town. This agreement was created between the town and fire department several years ago, Jim asked Cheyenne to locate the agreement.

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Mike stated that there is an Air card with the Nunda PD, but there are technical issues interfering with its usage. Chief Wilcox is contacting the county IT to have it addressed.

Catherine Mucha submitted her resignation letter due to accepting a full-time position with another department. Motion was made to accept Catherine Mucha's resignation letter with thanks. Motion was made by Mike Hillier, seconded by Randy Morris and carried 4-0.

Jim asked Mike what is the target for number of officers with the Nunda PD? Mike stated at one point in time the commissioners discussed 6-8 officers as a total. With Catherine Mucha's resignation they will be at 8 officers, along with the expectation of another resignation in the near future that would put the department number at 7.

Mike stated that at the commissioner's meeting, it was brought up that Kiwanis summer sports were starting up again and they would like to have the officers stop and make an appearance at the events.

IT REPORT

Jim stated there is no report beyond the follow up of the drafted policies that are not ready for board review yet.

COMMERCE REPORT

No report.

BUILDING/ZONING REPORT

Mike stated that he has been in contact with Steve Mann in regards to finishing the paint work for the Tri-County building. Supervisor Walker stated she will contact Gary Galton to ask if the man lift is still available to the town like last year.

Mike asked Cheyenne if Sal had been in to work on the back door. Cheyenne answered that the Friday, April 21st, Sal came in and stated he was going to work on the door that weekend and have it set up so the key fobs no longer worked and all employees would use their office keys to get in. On return from conference later into the next week, the back door and key system was still set the same. Mike stated he would give Sal another week then call.

Rick asked about paving the Tri-County parking lot and the Government Center's parking lot. Mike stated that two separate estimates for time and materials for both parking lots needs to be presented to the board before any decision is made.

Jim asked about anything needing to be set up for the building and grounds prior to Nunda-Fundays? Mike answered the windows of the Tri-County building need to be finished and last year the hanging baskets were done by Doris Marsh, they looked great, is this something to do again? The board complimented last year's overall look of the flower baskets on the front porch. Cheyenne stated she was re-planting the town hall garden and it will be done before Nunda-Fundays.

HIGHWAY

Jim stated they had a good highway committee meeting yesterday morning, one thing that was discussed was the gravel vendors. Rick confirmed that the town highway is hauling gravel from Lawson's when it is processed, and Spallina Materials provides chipping stone and oiled stone that is not available at Lawson's.

Loader lease and payment was discussed.

Supervisor Walker addressed the potential brush pick up set up for the hamlet of Dalton. Dalton is a unique situation where they are essentially a village

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without getting village benefits. Rick stated that having brush pick up twice a year, once in spring, once in fall, would definitely benefit the residents of Dalton.

CHIPS money will be used this year on Nunda-Byersville Road, Scipio Rd and putting a final coat on Kendall road and Chautauqua Hollow road.

Creek inspection is scheduled for June 28th.

Supervisor Walker stated that she wrote a letter to NYS Department of Transport (DOT) in regards to the poor condition of Route 436. Senator Catherine Young was cc'ed into the letter as well as Assemblyman Joe Errigo.

Once Again Nut Butter (OANB) is having an open house for the first time in 30 years. They are expecting good traffic for the event and asked if it be possible for them to get permission from the Town to use the driveway that the town owns from their parking lot, so that as people leave the OANB building, they would have them drive down past the town barns to keep traffic as one-way traffic for better safety for those walking around the exterior of the building when they return to their cars. The board stated they had no concerns with that plan.

Reminder: Junk Day is set for May 13, 2017 from 9:00 AM to 1:00 PM.

ONE MOTION

A motion was made to accept all reports given on 05/09/2017. Motion was made by Mike Hillier and seconded by Jim Forrester and carried 4-0.

Bob Cox left meeting at 8:00 PM.

OLD BUSINESS

None.

NEW BUSINESS

Rick stated that the town has 8-9 cones that have gone missing and 12 County cones as well. Rick asked Cheyenne if she wrote a letter for the shopper regarding the matter like he asked. Cheyenne replied yes, the drafted letter was e-mailed to the board members for approval, the majority did not want it to be published. Jim asked Cheyenne if Rick was Cc'ed in on the e-mail? The answer was yes. Jim stated that response comments in the e-mail that Rick was included on, were that a police report was the appropriate action for the missing cones not an ad in the Mount Morris Shopper.

CLERK REPORTS

Cheyenne submitted her April Town Clerk Report of total state, county and local revenues and the April Justice Report to the Nunda Town Board. A motion was made to approve the Town Clerk and Justice reports for the month of April 2017. The motion was made by; Mike Hillier seconded by, Jim Forrester and carried 4-0.

Supervisor Walker stated that during Cheyenne's tax collection close out, Cheyenne had a Treasurer's check ready to give over to the Treasurer's department. During close out, the treasurer's department stated Cheyenne's check was .54 cents short, Cheyenne reissued a check including the .54 cents and consequently the tax collector account is exactly .54 cents short. Cheyenne requested that Supervisor Walker transfer .54 cents into the tax collector account due to Livingston Treasurer Department error.

Jim asked if the close out was completed with the Treasurer's department? Cheyenne answered no, not until the next bank statement reflects the .54 cent transfer and faxed to the Treasurer's office are they completely closed out.

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ADJOURNMENT

Being that there was no further business, there was a motion to adjourn. The motion was made by Mike Hillier, seconded by Jim Forrester, and carried 4-0.

The meeting adjourned at 8:30 PM.

RESPECTFULLY SUBMITTED,

CHEYENNE DEMARCO
NUNDA TOWN CLERK