

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, January 14, 2020
AT 7:00 PM

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, Martha Blair 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	Kaytlyn Hall, Recruit Brock Allen, Emily Stoufer-Quinn, Tim Cassidy, Andrew Keiffer

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

PLEDGE TO THE FLAG All persons stood as Mike Hillier led the pledge.

ADOPTION OF MINUTES A motion was made to adopt the minutes of the following meetings;

- Regular Town Board Minutes of 12/10/2019
- Zoning Board Minutes of 12/19/2019
- Year End Meeting Minutes of 12/30/2019

Motion was made by Mike Hillier, seconded by Martha Blair and carried 5-0.

CHANGES TO AGENDA None.

PRIVILEGE OF THE FLOOR

Tom Cook Mr. Tom Cook addressed the board stating that he is representing on behalf of the Oakwood Cemetery Association that has an office on the second floor of the Nunda Government Center. Mr. Cook requested that they be allowed Government Center internet access for their office as the association starts digitalizing records which would be dependent on the need of internet. The Board stated they did not think this would be a problem and they will look into resources to extend the internet coverage to their office. Tom Cook thanked the board.

Tom Cook left meeting at 7:15 PM

Emily Stoufer-Quinn
Town Justice Emily Stoufer-Quinn addressed the board stating that she was approached by Supervisor Walker and Mayor Morgan regarding the Town & Village Justice vacancies. Emily is a licensed attorney who resides in Nunda and as such she would be able to serve as Town Justice immediately. Emily was able to observe the last Nunda court night and speak with the Nunda Court Clerk. Emily stated she would be happy to work within this capacity. The Town Board stated that Emily was happily welcomed.

Being that the previous Justice was already elected in November 2019 to serve a four-year term starting January 2020, Emily would be appointed by the Town Board for one year only, term expiring December 31, 2020, and if she should wish to remain as Town Justice, proceed with general election requirements to be on the ballot this November, 2020, where she could be elected to fulfill the remaining three years of the vacated four-year term that shall expire in 2024.

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, January 14, 2020
AT 7:00 PM

Emily informed the board that she would go by Emily Stoufer for her legal name.

Motion was made to appoint Emily Stoufer as the Nunda Town Justice until December 31, 2020. Motion was made by Mike Hillier, seconded by Randy Morris and carried 5-0.

CEO

Mark submitted his December 2018 written report which included follow up inspection of violation on property on Nunda Byersville road. Mark followed up with RG&E on changes for the electrical inspections to take effect on February 1st, 2020, letters stating change of procedure were sent to all inspection agencies and utility companies via certified mail.

ASSESSOR REPORT

None.

HISTORIAN

Val submitted her annual report of the historian's office during 2019. The Livingston County Historian has undertaken many projects in preparation for the county's bicentennial celebration in 2021. The first request was for all town historians to undertake an inventory of their holdings. The intent is to create a finding aid of local history resources for the county which will be very helpful. Nunda has approximately 37 cubic and linear feet of records and reference materials. Many boxes deserve more attention such as proper storage materials, more complete cataloging and better organization so their contents can be more easily retrieved. More work, such as labeling of boxes and file folders, proper archival storage of pictures and documents and so forth is needed to assure long term preservation. In addition, creation of a finding aid, a brief description with an exact location of where you can find a particular item, would allow others to more easily identify files they would like to look at and where those files could be found. More work on this will continue as time allows.

Continuing work on her one room school project. Met with the deputy county historian and with staff from the Nunda Historical Society to determine what records each held pertaining to schools in the Keshequa school district. Every so often a gem pops up that makes your day when working on such things. In one of those record books, Val discovered a list of births, marriages and deaths for 1849-1850 that occurred in that school district. Considering that vital statistics were not required until about 1882 in New York State, this is a nice little resource to come across.

Val contributed two articles to the historical societies "Education, Part 2" calendar project – one on the Keshequa Alumni Association and one on "Moving Up Day". Research on these two subjects will continue in hopes of finding more information, memorabilia, etc.

Val attended the annual Government Appointed Historians of Western New York meeting. This is a forum where historians from the ten western-most counties in New York State come together for training and to share ideas. The program theme this year was different avenues of teaching history to students. Val is also the treasurer of this organization.

Val thanked the Board for the opportunity to serve as Nunda Town Historian.

Supervisor Walker asked how long Val has been the Town historian? Val answered 21.5 years.

The board thanked Val.

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

- i.) *The list of regular Town Board meetings for the year 2020* that is to be posted in the Government Center, the Nunda Post office and the Official Town website.
- ii.) *Planning Board regular meeting list for the year 2020* that is to be posted in the Government Center, the Nunda Post office and the Official Town website.

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, January 14, 2020
AT 7:00 PM

iii.) *Police Commissioners Regular Meeting list for the 2020* that is to be posted in the Government Center, the Nunda Post office and the Official Town website.

iv.) Annual Livingston County Teen Recognition Awards nominations are due by February 8th.

v.) Senior Recognition Award nominations are due by March 1st

vi.) *Letter from Emily Weaver.*

Supervisor Walker stated she had received a letter from Emily Weaver, a resident of Mount Morris and senior Student of Keshequa Central School. Ms. Weaver's letter stated concern regarding the safety and wellbeing of the students who walk to and from the school for class and after school events. In particular the lack of sidewalks that lead to the Rymer Complex on South Walnut Street. Ms. Weaver asked for the Town to try and consider making the walking route from the school to Rymer Complex safer. The board briefly discussed that this issued was reviewed during their tri-board meetings with the Village and School, and during the process of looking into grants the school stated that since students walk from the school to the fields and not from the fields to the school, they were not eligible. Supervisor Walker stated she will respond in a letter to Ms. Weaver, and perhaps they should still look into grants for sidewalks again.

vii.) *Richardson and Pullen, Attorney Retainer Agreement.*

A motion was made to sign the retainer agreement with Richardson and Pullen for the year 2020. **Motion was made** by Jim Forrester, seconded by Mike Hillier and carried 5-0.

viii.) *Request to use Government Center Board Room: Nunda Knitting Club.*

The Nunda Knitting Club requested the use of the board room on Wednesday mornings at 9:30 AM for their group meetings and projects. The Club stated they would only stay for an hour and the club consists of 5-7 members. Motion was made to allow the Nunda Knitting Club to use the Government Center Board room on Wednesdays at 9:30 AM. **Motion was made** by Martha Blair, seconded by Mike Hillier and carried 5-0.

SUPERVISORS STATEMENT

Signed and given to the Town Clerk.

MONTHLY BUDGET

- Aid and Incentives for Municipalities (AIM) monies have been received.
- Per Capita Aid - \$14, 141.00
- Building reserve was discussed.

AUDIT BILLS

There was a motion to approve the Audited Abstracts for the month of January 2020. These abstracts include;

- General Fund Claim number, 1-19, in the amount of \$14, 655.38, as set forth in abstract No. G-1, dated 01/14/2020.
- Highway Fund Claim number, 1-6, in the amount of \$5, 816.30, as set forth in abstract No. H-1, dated 01/14/2020.
- Police Fund Claim number, 1-5, in the amount of \$1, 125.14, as set forth in abstract No. P-1, dated 01/14/2020.
- Capital Project Claim number, 1, in the amount of \$85.00, as set forth in abstract No. C-1, dated 01/14/2020.

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

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, January 14, 2020
AT 7:00 PM

POLICE

Chief Dale reported the Nunda Police Department statistics for December 2019. Chief Dale stated that the Nunda Police department received a new scanner provided by the Livingston County District Attorney's Office. This scanner will supply new arrest information to Nunda Court as well as to the County District Attorney's office. This new scanner will enable Nunda Police Department to transfer information within the new "Discovery Law" time restraints.

Nunda PD received \$3,600 in 2019 DWI Crackdown grant funding from Livingston County Sheriff's Department. This money will serve as reimbursement to patrol hours used throughout the 2019 year. Chief Dale stated that he performs three audits per year regarding patrol hours. These grant monies coming in will offset what the 2019 Budget reflects currently.

Vests

Chief Dale advised that a deposit of \$1, 776.50 was made to the Nunda Police Department's saving account on December 11, 2019. This was the result of a 2017 Bulletproof Vest Partnership (BVP) grant submission refund. The subsequent 2019 BVP grant refund is anticipated to be deposited soon.

Motion was made that all monies the Nunda Police Department was awarded through the 2017 and 2019 Bulletproof Vest Partnership (BVP) grants shall be forwarded into the new vest reserve fund as a part of the Joint Town and Village of Nunda Police budget. Motion was made by Mike Hillier, seconded by Jim Forrester and carried 5-0.

Local ordinance laws for the Village in Nunda regarding traffic laws are pending attorney review.

Officer Chatley was appointed part-time competitive civil service on 12/11/2019.

Recruit Pappas and Recruit Allen are currently completing Field Training required by Department of Criminal Justice Services (DCJS). Their Rural Police Training Academy (RPTA) graduation is scheduled for February 29th.

It was discussed that the Chief and the Police commissioners would like to invite Baldwin Business Services representative, Justin Bennett, to their next meeting to review the Police budget.

Chief Exam Notice

Supervisor Walker advised that Livingston County Personnel has informed the Chief and herself that they have classified Chief Dale's appointment as the Nunda Police Chief as a provisional appointee, and as such they have deemed that Chief Dale needs to proceed with civil service.

IT REPORT

None.

COMMERCE REPORT

None.

BUILDING/ZONING REPORT

On the weekend of January 11-12th, the flow switch to the Government Center Boiler broke and when the building was opened Monday morning, it was 57 degrees resulting in the offices closing. Harding Heating and Plumbing were able to do a site visit and fix the problem.

There was discussion about putting money aside for a future heating resource replacement for the Government Center.

HIGHWAY

Rick reported that they will be putting plain sand on the dirt roads.

Two trees fell in Union Cemetery from the wind storm.

2020 CHIPS monies will be applied to the following roads: Fox Hill, Snyder, north end of Scipio and some of Depot and North Street in Dalton.

Next Tuesday, January 21st, there will be a committee meeting for the shared service preparations of the Lawson property.

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, January 14, 2020
AT 7:00 PM

ONE MOTION **A motion was made** to accept all reports given on 01/14/2020. Motion was made by Randy Morris and seconded by Mike Hillier and carried 5-0.

OLD BUSINESS None.

NEW BUSINESS None.

CLERK REPORTS Cheyenne submitted her December 2019 Town Clerk Report of total state, county and local revenues.

A motion was made to approve the Town Clerk for the month of December 2019. The motion was made by Mike Hillier; seconded by, Martha Blair and carried 5-0.

Town Clerk revenue summary for 2019:

Vital records processed:

6	Deaths Records		
0	Birth Record		
11	Marriage Licenses	Issued (\$35.00 each)	\$ 385.00
55	Birth, Marriage & Death Transcripts Printed	(\$10.00 each)	\$ 550

Dogs: (\$10-\$15.00)

54	New Registered		
323	Renewals		\$ 4,465.00
68	Delinquent fees collected	(\$5.00)	\$ 340.00
37	Currently Delinquent/unpaid		

Permits:

29	Permits issued by Zoning Officer		\$3,073.60
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Decals/Hunting Licenses

Total Agent sales:	\$ 14,215
Town of Nunda Commissions:	\$ 686.76
Total 2019 Sales:	\$ 22,688.60

Total Local Shares remitted to Supervisor:	\$ 8,393.86
Total Shares remitted to New York State:	\$14,294.74
➤ NYS Department of Health	
➤ NYS Agriculture and Markets	
➤ NYS Environmental Conservation	

EXECUTIVE SESSION 8:55 PM **A motion was made** to go into executive session for discussions relating to proposed, pending or current litigation. Motion was made by Jim Forrester and seconded by Mike Hillier and carried 5-0.

Cheyenne DeMarco, Kaytlyn Hall & Mark Mullikin were approved to stay.

9:12 PM **Motion was made to** come out of executive session with no action taken. Motion was made by Jim Forrester and 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 Jim Forrester, seconded by Randy Morris, and carried 5-0.

The meeting adjourned at 9:13 PM.

RESPECTFULLY SUBMITTED,

CHEYENNE DEMARCO
NUNDA TOWN CLERK