

MINUTES OF THE REGULAR TOWN BOARD MEETING

Tuesday, October 13, 2020

AT 7:00 PM

DRAFT

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, Martha Blair Councilperson, Michael Hillier Councilperson, James Forrester Councilperson, Randall Morris
	RECORDING CLERK	Kaytlyn Hall
	PERSONNEL	CEO, Mark Mullikin Hwy. Supt., Rick Moran
	VISITORS	Dana Wood, Tim Cassidy, Alex Pierce, Brian Knapp, Mark Lawton
	ZOOM	Megan Guy, Merissa Huffman

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

PLEDGE TO THE FLAG All persons stood as Randy Morris led the pledge.

COVID-19 Supervisor Walker stated that the Town Board have decided to meet in person this month for the regular Town Board meeting while following the NYS COVID-19 regulations. To perform this, the Board Room at 4 Massachusetts Street has abided by the following:

- 50% facility capacity requirements
- Social distancing
- The wearing of the face masks
- Heightened cleaning and disinfecting

The capacity of the board room is eighteen (18) people; therefore the 50% facility capacity would be a maximum of nine (9) people. With five (5) board members, at least (3) three confirmed department heads; there is only one (1) more person allowed in the room. Therefore, to accommodate for the tentative expectation of guests or other department heads show up in person, the Town clerk will stay in the Town Clerk office.

Due to this restricted attendance, a laptop will be at the Town Board meeting table, then all who wish to dial into the meeting can still participate in the form of remotely teleconferencing using a Zoom platform until further notice. The public has access to the Zoom meeting link on the Town website at town.nunda.ny.us.

The Town Board meeting agenda will continue to conform to non-essential public business and monthly status department head reports shall be postponed in their review during Board Meetings until further notice.

In accordance to the Record Retention and Disposition Schedule MU-1, audio recordings of the Town Board meetings will be required to be retained for four months and then disposed of.

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When necessary and with the likelihood that the 50% facility capacity requirements will be met continuously through the meeting by and community members who've requested privilege of the floor the Town Clerk and Deputy Town Clerk will remain in the Town Clerk office and participate in the meeting through the public zoom platform.

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

- Regular Town Board Minutes of 09/08/2020

Motion was made by Jim Forrester, seconded by Mike Hillier and carried 5-0.

CHANGES TO AGENDA NONE

PRIVILEGE OF THE FLOOR *Alex Pierce*
Alex came to the Board requesting there be a public hearing regarding the Solar Law. Originally the Board set the public hearing to be October 27, 2020 to have a dual hearing with the Budget, but the attorney stated that the board must have a physical copy with ample time to review before setting a public hearing to pass the new law.

CEO

- Mark Mullikan submitted his monthly report. This month's report included, the Chautauqua Hollow variance request to divide some property to sell to the neighbor. By dividing the lot, it would leave the remaining lot under acreage minimum therefor would not conform to proper zoning regulations. The request was denied by Mark but forwarded to the planning and zoning boards for a variance request. Public Hearing for this request was set for October 7, 2020.
- Mark responded to several calls on Labor Day for some down power lines due to wind damage from the storm.
- Followed up with the Boards request to get the front porch and steps of the Government Center Building repaired, waiting on some local contractors with proposals. Mark said that after looking over the porch, he feels that the floor was not installed properly. There is rotted areas and some deterioration in the base of the pillars is concerned that there may be some decay to the underside of the floor which was sprayed with foam insulation as well as the basement windows that are beneath the porch, causing the area to not "breathe" properly. He has contacted the grant department in hopes of some available funding as he believes this could be a costly repair.
- Mark received the report back from TY LIN, began review and per fire code, the placement of the building would require an additional fire hydrant to be placed in the rear of the building. He followed up with the proper source that there would have adequate pressure to supply an additional hydrant, he is waiting for confirmation.
- Mark received a FOIL request regarding the mobile home park. Received a call from the management company interested in

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purchasing the park with questions about home placement and code requirements because the company is looking to purchase and make much needed improvements to provide affordable housing to the area.

ASSESSOR REPORT

Brian Knapp spoke on his report for the upcoming tax season. He also mentioned that the Rotary Club had reached out about sending Christmas Cards to the elderly in our community.

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

i. Baldwin's Business Services – Accounting and Payroll Service Renewal

Motion was made to renew Baldwin's Business Services for our bookkeeping and payroll services.

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

ii. Johnson Controls

Motion was approved to change our current inspection from semi-annually to annually, which was recommended by Johnson Controls, and to move forward with the recommended Internal Pipe Exam given to us by Johnson Controls.

Motion was made by Randy Morris, seconded by Jim Forrester and carried 5-0.

iii. FYI -MRB Project Update

Scott Bova with MRB sent an email regarding the Highway Garage Project. Three of the four prime contractors can still hold their bid as of 10/5. Jason from Donegan Group will be providing an update on the permissive referendum ban lift on November 3rd.

MONTHLY BUDGET

i.) Motion was made to accept the monthly budget report. Motion was made by Martha Blair, seconded by Jim Forrester and carried 5-0.

ii.) Supervisor Statement

Motion was made to accept the Supervisor statement. Motion was made by Mike Hillier, seconded by Jim Forrester and carried 5-0.

AUDIT BILLS

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

- *General Fund* Claim number, 185-206, in the amount of \$19,659.90, as set forth in abstract No. G-10, dated 10/13/2020.
- *Highway Fund* Claim number, 168-188, in the amount of \$35,627.14, as set forth in abstract No. H-10, dated 10/13/2020.
- *Police Fund* Claim number, 52-86, in the amount of \$1,692.60 as set forth in abstract No. P-10, dated 10/13/2020.

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- *Capital Project* Claim number, 18-20, in the amount of \$2,975.50, as set forth in abstract No. C-10, dated 10/13/2020.

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

POLICE

Chief of Police, Ryan Dale, submitted his monthly report for September. He made the board aware that there have been some complaints regarding people speeding through Dalton as there is no traffic control signs in Dalton from the church on the corner of State Street and Church Street, to Gelser's Corner. Chief was also able to get the title for the Tahoe by going through a supervisor at the DMV. He has made sure that he has the titles for the current patrol cars so that we don't have the same issue in the future.

Motion was made to pay Stacey Chapman for training. Stacey Chapman conducted the annual Firearms Qualification for 2020. 9 hours at \$25.00 per hour for her services. **Motion was made** by Mike Hillier, seconded by Randy Morris and carried 5-0.

Motion was made to sponsor Cory Thomas during phase 2 of training. **Motion was made** by Mike Hillier, seconded by Randy Morris and carried 5-0.

Motion was made to hire Matt Moran as a part time officer. **Motion was made** by Mike Hillier, seconded by Martha Blair and carried 5-0.

Motion was made to give a \$2.00 pay increase to all Employees of the Nunda Police Department effective October 25, 2020. **Motion was made** by Mike Hillier, seconded by Martha Blair and carried 5-0.

Mike Hillier praised the Nunda Police Department for all their hard work and dedication. Mike wanted to make it known that one of our Police Officer's bought a family in need \$400.00 worth of groceries. The officer does not want to be recognized.

BUILDING/ZONING REPORT

There was some discussion on the current vacancies on the Planning and Zoning Boards for both the Town and the Village.

HIGHWAY

Rick reported that Oakland Street in Dalton will be getting paved soon, should be good for the next 10-12 years. Rick also said that the surplus Volvo equipment has sold for \$17,000, he did not sign the title and wanted to pass it through the board first.

Motion was made to accept the selling of the surplus Volvo equipment for \$17,000. **Motion was made** by Mike Hillier, seconded by Jim Forrester and carried 5-0.

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The Board was given a copy of two surrounding Town's "SPOILS" policies to review. There was discussion on having our own in place.

Motion was made to accept the extension of the Inter-municipal Agreement for an addition twelve (12) month period, commencing 01/01/2021 and terminating on 12/31/2021, under the same terms and conditions as the original contract (County Resolution 2016-371).

Motion was made by Mike Hiller, seconded by Jim Forrester and carried 5-0.

OLD BUSINESS

Leash Law

Following up from previous discussion on a Leash Law, it has been concluded that there is no Leash Law in the Town of Nunda or in the Village of Nunda. The Village does not have a Leash Law because they fall within the Town. Supervisor Walker is going to get something in writing from the County about the Dangerous Dog Act.

CLERK REPORTS

Motion was made to accept all reports including Clerk report and Justice report. **Motion was made** by Mike Hillier, seconded by Jim Forrester and carried 5-0.

JUSTICE REPORT

Town of Nunda Justice, Emily Stouffer, submitted the monthly Justice report to the Town Clerk for review at the Town Board Meeting.

EXECUTIVE SESSION

8:40 PM **A motion was made** to go into executive session to discuss subject relating to the employment of particular persons. Motion was made by Martha Blair, seconded by Randy Morris and carried 3-0.

Rick Moran and Kaytlyn Hall were approved to stay.

Kaytlyn Hall left the meeting at 8:45pm.

9:10 PM **Motion was made** to come out of executive session with no action taken. Motion was made by Jim Forrester, seconded by Martha Blair and carried 5-0.

ADJOURNMENT

Being that there was no further business, there was a motion to adjourn.

Motion was made by Jim Forrester, seconded by Martha Blair and carried 5-0.

The meeting adjourned at 9:15 PM.

RESPECTFULLY SUBMITTED,

KAYTLYN HALL
NUNDA TOWN CLERK