

**MINUTES OF THE REGULAR TOWN BOARD MEETING**  
**Tuesday, December 8, 2020**  
**AT 7:00 PM**  
**DRAFT**

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, Martha Blair Councilperson, Michael Hillier Councilperson, James Forrester <i>absent</i> Councilperson, Randall Morris
	RECORDING CLERK	Kaytlyn Hall
	PERSONNEL	CEO, Mark Mullikin Hwy. Supt., Rick Moran
	VISITORS	Alex Pierce, Larry Mallaber, Fritz Amrhein, Mike Vasile, Steve Gelser, Tim Cassidy.

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 Larry Mallaber 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, when it is necessary 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](http://town.nunda.ny.us).

The Town Board meeting agenda will continue to conform to non-essential public business 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.

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

- Regular Town Board Minutes of 11/10/2020

**Motion was made** by Mike Hillier, seconded by Martha Blair and carried 4-0.

PRIVILEGE OF THE FLOOR

Members from the Nunda Fire Department came in to discuss their contract renewal. The new contract will run for 2 years from January 1, 2021 to December 31, 2022.

CEO

Mark Mullikan submitted his monthly report for the month of November. His report included permits he issued during the month, following up with residents on complaints about junk, inspections and his communications with MRB. He states that there was an issue with the address for the athletic fields on Fuller Road, RG&E was approved for electrical work but had it as a Town address. Mark was in contact with RG&E to fix it to be Village property. Mark asked

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the Board for permission to have TY LIN review some documents that seems to be incomplete.

**Motion was made** to have TY LIN do an energy assessment not to exceed \$500.00. Motion was made by Mike Hillier, seconded by Marth Blair and carried 4-0.

**HIGHWAY GARAGE PROJECT**

- i.) Award Bids – *Please see attached for full bid award resolutions.*
  - a. General – Building Innovation Group.
  - b. Electrical – Billitier Electric.
  - c. HVAC – Navalis Company.
  - d. Plumbing – Landry Mechanical.

**COMMUNICATIONS**

Supervisor Walker reviewed the following communications:

- i.) COVID-19 – The Town Clerk provided a copy of the Law that requires Local and State Governments and School Districts to plan for future State Disaster Emergency including a communicable disease.
  - a. It was also discussed on if cases should start to rise locally, what should we do about Cora because of her age, we want to protect her as much as possible. The Town Clerk had talked to Cora earlier that day and asked her how she feels? She said that she is comfortable with continuing to come in. The Board agreed to let Cora to continue to come in as long as she is comfortable and she wears her mask, gloves, and refrains from the clerk offices when traffic is increased.
- ii.) Drop box – The Village Clerk asked for the Town’s permission to install a drop box on the porch of the building. The drop box will be available for all departments in the building to use. The drop box is beneficial to everyone as it will likely decrease traffic into the building. **Motion was made** to give the Village permission to install the drop box at the Village’s expense. Motion was made by Mike Hillier, seconded by Martha Blair and carried 4-0.
- iii.) Schedule Year End & Organizational Meetings – Decision was made to hold the Year End Meeting on December 29, 2020 at 7:00PM. The Organizational Meeting will be held on January 5, 2021 at 5:30PM.
- iv.) Solar Law – Because we have had no response from the Attorney on whether we could hold the last decided Public Hearing, Alex Pierce confirmed that he has given them the remaining paperwork they had asked for. The Board Members have decided to have a Public Hearing at our Year End Meeting. The Public Hearing will be on 12/29/2020 and will begin at 7:00PM.
- v.) VFW FYI - VFW asked if they could hold their meetings here at the Government Center on the 3rd Thursday of the month; VFW Auxiliary will start at 6:00 and regular VFW meeting will start at 7:00, shouldn’t be here any later than 8:00, I (Kaytlyn) gave them the OK since I will be here until 6:30 and Brian is here until 9:00 so someone will be here to closed the building. In the event that Brian would not be here that late, they have my cell # and Jack Morgan’s # to call to come close the building. They normally have no more than 4-8 people at their meetings.

Mike Hillier spoke up and said that he is willing to walk over to close the building if need be. The Town Clerk thanked him and said she will give them his contact information, just in case he is needed.
- vi.) Bill McGregor – Supervisor Walker got an estimate for putting in new markers on Mr. McGregor’s property but because there is nothing that justifies it being the Town’s fault for them no longer being there, they opted out of replacing them. Rick Moran stated that his son has an app on his phone which would be able to locate the markers. He said he and his son would go down and see if they can find them.

**AUDIT BILLS**

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

- o *General Fund* Claim number, 225-243, in the amount of \$9,528.41, as set forth in abstract No. G-12, dated 12/08/2020
- o *Highway Fund* Claim number, 208-222, in the amount of \$11,461.83, as set forth in abstract No. H-12, dated 12/08/2020.

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- *Police Fund* Claim number, 61, in the amount of \$458.46 as set forth in abstract No. P-12, dated 12/08/2020.
- *Capital Project* Claim number, 22-25, in the amount of \$2,283.20, as set forth in abstract No. C-12, dated 12/08/2020.

**Motion was made** to approve the audited abstracts, December's Monthly Budget Report and this month's Supervisor Statement. Motion was made by Mike Hillier, seconded by Martha Blair and carried 4-0.

**POLICE**

Chief Dale submitted his monthly report for the month of November for Board review. Chief stated that the Ford and Tahoe are both at auction and we will be ran through weekly. Once sold, Eastside Automotive, LLC will be in contact.

*Personnel-* Recruit officer, Cory Thomas, has been sworn in and currently attending second phase of classes at RPTA Academy. Matthew Moran is pending completed paperwork and background information. Official start date for Matthew Moran is TBD. Chief recommended to the Board to consider Connor Boor as a new hire for the Nunda Police Department. Connor Boor works part time with the Livingston County Sheriffs Department in the Road Patrol Division. Connor has a flexible availability for working shifts in Nunda. Chief believes Connor will be a great asset to the Police Department and to our community.

**Motion was made** to hire Connor Boor part time. Motion was made by Mike Hillier, seconded by Randy Morris and carried 4-0.

**BUILDING/ZONING REPORT**

Being that it is the end of the year and our five (5) year contract with Commercial Power Systems (CPS) who does the maintenance on the generator at the Government Center Building, Mark suggested that going forward we stay local and use Dan Essler for servicing our generator as he (Mark) feels we are paying too much to be on the contract with CPS. After some discussion and asking Rick and Tim Cassidy Sr. how they feel about doing regular maintenance to the generator (oil changes), it was agreed that the Highway guys will do basic services and if we need something done that cannot be fixed by us, then we will reach out to someone to come fix it.

**HIGHWAY**

Highway Superintendent, Rick Moran, gave the board his monthly update.

**ALL REPORTS**

**Motion was made** to accept all of November's Monthly Reports. Motion was made by Mike Hillier, seconded by Martha Blair and carried 4-0.

**CLERK REPORTS**

**Motion was made** to accept the Clerk and Justice reports for the month of October. Motion was made by Martha Blair, seconded by Mike Hillier and carried 4-0.

**JUSTICE REPORT**

Town Justice, Emily Stouffer, submitted her monthly report for board review.

**ADJOURNMENT**

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

**Motion was made** by Martha Blair, seconded by Mike Hillier and carried 4-0.

The meeting adjourned at 8:14 PM.

RESPECTFULLY SUBMITTED,

KAYTLYN HALL  
NUNDA TOWN CLERK