

MINUTES OF THE REGULAR TOWN BOARD MEETING
Tuesday, March 9, 2021
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	Kaytlyn Hall
	PERSONNEL	Assessor, Brian Knapp <i>absent</i> CEO, Mark Mullikin Chief, Ryan Dale Historian, Valerie Griffing Hwy. Supt., Rick Moran
	VISITORS	Alex Pierce

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

COVID-19 Supervisor Walker stated that due to the COVID-19 pandemic, the Nunda Town Board will not be meeting in person until further notice.

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 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.

PLEDGE TO THE FLAG All persons stood as Martha Blair led the pledge.

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

- Regular Town Board Minutes of 02/09/2021 - **Motion was made by** Mike Hillier, seconded by Martha Blair and carried 5-0.
- Police Reform meeting 02/11/2021 – Review Only.

HISTORIAN REPORT Valerie Griffing submitted her February report. Her report included that she worked with the Deputy County Historian during the period and obtained copies of Attendance Registers for several one room schools in the Town of Portage which she is finishing up transcribing them.

The Nunda Historical referred an inquiry for information on the Ivan John and Mildred Brundage Cromwell family and also their son Freeling Cromwell to

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her. This family lived on present day state lands. She has spent time searching census and newspaper records and other references that she has on the Cromwell family and also consulting other resources to discover the story of this family.

Val asked the Town Board if she could spend \$70.00 to buy a High School Yearbook and an Elementary Yearbook for the Town collection. **Motion was made** by Mike Hillier, seconded by Jim Forrester and carried 5-0.

CEO

Mark Mullikin submitted his February 2021 written report. Mark filed his annual reports with NYS for 2020. Mark's report included issuing permits, continuous review of the proposed Family Dollar Store Development, and numerous meetings with residents some regarding violations and others for permit requirements.

1. Tom Hillier came into the office to find out why there is no heat in the CEO/ZEO office. Issue resolved by bypassing the thermostat to gain heat. Tome took a look at the boiler and recommended that a commercial company be called for service as it is a commercial unit and he does not service them. Boiler is not reaching setpoint of the central thermostat.
2. VanHook's came in on 2/11/21 to look at the boiler. Adjustments were made to set points in the controls. Boiler is need of service and cleaning.
3. Mark is working on potential grant for the building. He spoke with Councilperson Hillier on the projects needed, decided that the main focus should be new windows and work on the porches.
4. Mark met with Grant Therrin to look at the boiler. Grant stated that it needs to be handled by a commercial company as he is not equipped to handle a unit of that size.
5. 2/24/21 – Hark Homes came to the Government Center to fix the Handicap Entrance to the building. Repairs were completed and the lift and entrance are back in service.

BUILDING & ZONING

There was some further discussion on the boiler system. Martha Blair suggested to contact Shawn Slack, Mark stated he would try to contact him. Randy then made a statement that he is not opposed to going ahead with getting it fixed. Mike Hillier suggested that Mark contacts Pease Heating out of Avon. The Board decided to regroup at the April meeting.

**PLANNING BOARD
REPORT**

Alex Pierce mentioned the same thing that Mark had previously about the Family Dollar – only a portion of the application was submitted and before further review can happen, a complete application must be submitted. There was a couple of items identified in there SEQR that Alex was unaware of which were a Native Bats Species, which is unique and needs review. It is also identified as a Historical Site. So those things need to be clarified with more details before moving forward.

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

- i.) Dalton School Traffic – The traffic at the elementary school is very congested. The issue comes from people are pulling up through the circle as well as the side of the street and students are trudging

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through the snow banks in front of other parents dropping off their kids which is raising concern for the safety of the children. Mark is asking if there is anything we can do. The ultimate suggestion that he got from Tom (Superintendent of Keshequa School), is to turn Maple Street into a one-way street. Jim raised his concerns that that would be extremely inconvenient to the residents of Dalton and that the problem should be resolved by the school, not us. Jim is open to having a meeting with the school to discuss other solutions. Mike suggested that the school staggers their drop off times? Supervisor Walker suggested this be a topic of future discussion if someone comes up with a resolution.

- ii.) Town of Mount Morris SEQR FYI – A letter that requests that we acknowledge that we received their notice of them working on their new comprehensive plan.

**SUPERVISORS STATEMENT &
MONTHLY BUDGET REPORT**

- i.) FYI – Kaytlyn Hall, tax collector, wrote Merilee a check from her tax account that covers the amount due to Supervisor from her Tax Abstract.
- ii.) February 2021 – Motion was made to accept the Supervisor’s Statement and the February 2021 Budget Report. **Motion was made** by Randy Morris, seconded by Jim Forrester and carried 5-0.

AUDIT BILLS

There was a motion to approve the Audited Abstracts for the month of February 2021. These abstracts include;

- o General Fund Claim number, 42-60, in the amount of \$10,376.85, as set forth in abstract No. G-3, dated 03/09/2021.
- o Highway Fund Claim number, 40-59, in the amount of \$26,388.96, as set forth in abstract No. H-3, dated 03/09/2021.
- o Police Fund Claim number, 7-9, in the amount of \$1,390.78, as set forth in abstract No. P-3, dated 03/09/2021.
- o Capital Project Claim number, 8, in the amount of \$16,967.28, as set forth in abstract No. C-3, dated 03/09/2021.

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

POLICE

Chief Dale reported the Nunda Police Department monthly statistics for February 2021. There was some discussion between the board members regarding court security and the concern of not having coverage because of the time of court being at 10:00AM. Discussion included different ideas on how to budget and plan/schedule for an officer to be there. Councilperson Hillier expressed their concern as far as budgeting for it.

Motion was made that as of April 1st, any and all court security services are to come from the court budget. Motion was made by Mike Hillier, seconded by Jim Forrester and carried 5-0.

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NYS Police Reform – Chief Dale submitted the NYS Police Reform and Reinvention Collaborative Plan for the Board to review. **Motion was made** to accept the new reform plan. Motion was made by Mike Hillier, seconded by Randy Morris and carried 5-0.

HIGHWAY

Rick made his monthly report to the Town Board. Rick said he would like to do Junk Day on May 8th. He would also like to plan to pick up garbage along roadways on April 21st/22nd.

HIGHWAY BUILDING PROJECT

Rick reported that they have moved about 600 loads so far of material from the new Highway Garage site. The front parking lot is boxed out and graveled as well. Many of our surrounding Town's were generous enough to assist with moving materials. Jim asked if he was keeping a count of how many loads were going to Lawson's? Rick responded "yes".

Supervisor Walker asked Rick to get him a list of all the Town's that have assisted with moving materials so we can give a proper 'Thank you' to each Town.

Motion was made to rescind the motion made last month for the building permit fees for the new Highway Garage as well as void the Town application fees for the new Highway Garage. Motion was made by Jim Forrester, seconded by Mike Hillier and carried 5-0.

COVID-19 EMERGENCY PLAN

The board members were able to preview the county's version of the emergency plan that is needed to be submitted for each Town. **Motion was made** to move forward with using the county template as a guide to creating our own individual plan specific to the Town and to go ahead and submit it to the county. Motion was made by Randy Morris, seconded by Jim Forrester and carried 5-0.

AUTHORIZING THE NUNDA TOWN BOARD TO ADOPT THE TOWN OF NUNDA CONTINUATION OF OPERATIONS DURING A PUBLIC HEALTH EMERGENCY PLAN

WHEREAS, pursuant to recently enacted New York State Labor Law Section 27-c, public employers, including counties, towns and villages, are mandated to prepare and adopt a plan for the continuation of operations in the event the governor declares a public health emergency involving a communicable disease; and

WHEREAS, this new legislation signed by Governor Cuomo this past Labor Day, serves as a clear response to the effects of the sudden onset of the COVID-19 pandemic this past Spring and recognizes the essential role of public employees during a pandemic; and

WHEREAS, the plan must include a list of positions and titles considered essential and outline various workplace protocols including, but not limited to, specific protocols enabling non-essential employees to telecommute, procedures for staggering the work shifts of essential workers to reduce workplace density, and protocols to secure personal protective equipment for essential workers; and

WHEREAS, Labor Law Section 27-c also requires the plan, once drafted, to be provided to all duly recognized or certified representatives of the public employer's employees for purposes of review and comment; and

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WHEREAS, the Town of Nunda has successfully drafted a plan compliant with the specific mandates of the law and all collective bargaining units for the Town of Nunda employees have had an opportunity to review said plan and provide recommendations; now, therefore, be it

RESOLVED, that the Nunda Town Board hereby adopts the Town of Nunda Continuation of Operations During a Public Health Emergency Plan, to be effective immediately upon adoption of this resolution.

OLD BUSINESS

GNAP – Supervisor stated that we needed to make a **motion to be** a liaison organization for the trail town initiative. Motion was made by Mike Hillier, seconded by Martha Blair and carried 5-0.

Motion was made to have Randy Morris as the councilperson to be the Town’s Representative for GNAP. Motion was made by Mike Hillier, seconded by Jim Forrester and carried 5-0.

IT

Hurricane Technology – Mark submitted a quote from Hurricane that upgrades our Firewall and Equipment in hopes to get some network improvement in the Government Center. Mark stated that the upgrade will give us the same equipment as West Sparta, which works well. **Motion was made** to proceed with Hurricane’s quote to fix the internet by upgrading our network equipment. Motion was made by Randy Morris, seconded by Mike Hillier and carried 5-0.

CLERK REPORTS

Kaytlyn submitted her February 2021 Town Clerk Report of total state, county and local revenues.

A motion was made to approve the Town Clerk for the month of February 2021. The motion was made by Martha Blair, seconded by Mike Hillier and carried 5-0.

EXECUTIVE SESSION

Motion was made 8:20 PM to enter into executive session for personnel purposes. Kaytlyn Hall and Mark Mullikin were approved to stay. Motion was made by Jim Forrester, seconded by Mike Hillier and carried 5-0.

Motion was made to exit Executive Session at 8:36 PM with no action taken. Motion was made by Mike Hillier, seconded by Martha Blair and carried 5-0.

ALL REPORTS/ONE MOTION

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

ADJOURNMENT

Being that there was no further business, there was a motion to adjourn. **The motion was** made by Martha Blair, seconded by Jim Forrester and carried 5-0.

The meeting adjourned at 8:36 PM.

RESPECTFULLY SUBMITTED,

KAYTLYN HALL
NUNDA TOWN CLERK