

**MINUTES OF THE REGULAR TOWN BOARD MEETING**  
**Tuesday, September 14, 2021**  
**AT 7:00 PM**

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, Martha Blair Councilperson, Michael Hillier <i>absent</i> Councilperson, James Forrester Councilperson, Randall Morris
	RECORDING CLERK	Kaytlyn Hall
	PERSONNEL	Assessor, Brian Knapp <i>absent</i> CEO, Mark Mullikin Chief, Ryan Dale <i>absent</i> Historian, Valerie Griffing Hwy. Supt., Rick Moran
	VISITORS	None.

CALL TO ORDER Supervisor Walker called the meeting to order at 7:00 PM. Roll call was made with one councilmember absent.

COVID-19 Supervisor Walker stated that due to the COVID-19 pandemic, the Nunda Town Board and the public who wish to participate in-person, will conform to all safety practices including masks and social distancing for those unvaccinated.

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

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

- Regular Town Board Minutes of 08/10/2021

**Motion was made by** Jim Forrester, seconded by Martha Blair and carried 4-0.

PRIVILEGE OF THE FLOOR  
None.

HISTORIAN REPORT Valerie Griffing reported that during the period she had met with Larry and Pam Cox in relation to the Seth Barker and his descendants of Barkertown. Mrs. Cox is currently transcribing almost sixty years of diaries kept by Justus Barker from about 1852 until his death in 1911. This is an outstanding glimpse of everyday life in our area and chronicles everything from washing sheep to who the school teacher would be next semester to making crackers to noting that he shed his long underwear for the first time in early June of one year. The town historian and the historical society are beneficiaries of copies of these diaries.

CEO Mark Mullikin submitted his August 2021 written report. Mark's report included issuing permits, inspections and worked with county concerning the solar project.

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**BUILDING/  
ZONING**

There were some concerns regarding the Government Center Building that were discussed. The now enclosed porch needs to be looked at. The north side is separating/settling. Mark Mullikin says there could potentially be moisture in there. Mark also mentioned that the chimney's need screens to keep the birds out. Jim Forrester stated we need to start investing the rent money from Tri-County back into the buildings.

**COMMUNICATIONS**

Supervisor Walker reviewed the following communications:

- i. Deputy Clerk Resignation – Deputy Clerk, Cheyenne DeMarco, submitted her letter of resignation on August 11, 2021. Motion was made to accept the Deputy Clerk resignation by Randy Morris, seconded by Jim Forrester and carried 4-0.
- ii. Town Clerk, Kaytlyn Hall, requested a quote from Hurricane Technologies for a computer for the Deputy Clerk desk for a future deputy clerk. The quote includes the computer, monitor, and set up in the amount of \$1,380.99. Jim Forrester stated to make sure that it is encrypted when they set it up. Motion was made to accept this quote by Jim Forrester, seconded by Martha Blair and carried 4-0.
- iii. FYI – tentative budget meeting at Baldwins on 9/16/21 at 9:00am.

**SUPERVISORS STATEMENT &  
MONTHLY BUDGET REPORT**

Motion was made to accept the Supervisor's Statement and the August 2021 Budget Report. **Motion was made** by Jim Forrester, seconded by Randy Morris and carried 4-0.

**AUDIT BILLS**

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

- o General Fund Claim number, 161-179, in the amount of \$7,512.58, as set forth in abstract No. G-9, dated 09/14/2021.
- o Highway Fund Claim number, 155-174, in the amount of \$75,310.37, as set forth in abstract No. H-9, dated 09/14/2021.
- o Police Fund Claim number, 30-34, in the amount of \$830.80, as set forth in abstract No. P-9, dated 09/14/2021.
- o Capital Project Claim number, 64-72, in the amount of \$204,221.78, as set forth in abstract No. C-9, dated 09/14/2021.

**Motion was made** to approve the audited abstracts. Motion was made by Jim Forrester, seconded by Randy Morris and carried 4-0.

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**POLICE**

Randy Morris informed the Town Board that there will be another meeting between the Town and Village Board's to discuss further about a full-time officer. Randy said Monday's would be better for the Village Board. The Town Board agreed that Monday, October 4, 2021 at 6:00pm would be a good time to meet.

Randy Morris asked the board for permission to hire Catherine Trumbull back as a part time officer (formerly Catherine Mucha).

**Motion was made** to hire Catherine Trumbull as a part time officer. Motion was made by Martha Blair, seconded by Jim Forrester and carried 4-0.

**HIGHWAY DEPT/  
GARAGE PROJECT UPDATES**

Rick made his monthly report to the Town Board. Rick would like to pave three sides of the new building; the South, East and West sides. Still no update from Marj Byrnes office regarding the \$50,000 previously discussed.

**Motion was made** to proceed with the paving recommended by Rick, depending on funding and approval by the Supervisor. Motion was made by Jim Forrester, seconded by Martha Blair and carried 4-0.

**Motion was made** to approve the Ultimate Cabling quote regarding the security cameras for the new highway building. The amount being a total of \$8,530.43, with half deposit due (\$4,265.22) in order to proceed with installation. Motion was made by Jim Forrester, seconded by Randy Morris and carried 4-0.

**CHANGE ORDER  
APPROVAL**

Approval was needed to move forward with the change order from Billitier Electrical, Inc. The change order included a decrease in the original contract price in the amount of \$462.00. **Motion was made** to accept the change order by Randy Morris, seconded by Martha Blair and carried 4-0.

**CLERK & JUSTICE  
REPORTS**

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

Justice Emily Stoufer submitted her monthly report for August 2021.

**Motion was made** to accept the Town Clerk and Justice Reports for the month of August 2021. The motion was made by Martha Blair, seconded by Jim Forrester and carried 4-0.

**ALL REPORTS/ONE  
MOTION**

**Motion was made** to accept all reports. Motion was made by Martha Blair, seconded by Jim Forrester and carried 4-0.

**EXECUTIVE SESSION**

**Motion was made** to go into executive session at 8:28PM regarding personnel matters by Jim Forrester, seconded by Martha Blair and carried 4-0.

**Motion was made** to exit executive with no action taken at 8:45PM. Motion was made by Martha Blair, seconded by Jim Forrester and carried 4-0.

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**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 4-0.

The meeting adjourned at 8:45 PM.

RESPECTFULLY SUBMITTED,

KAYTLYN HALL  
NUNDA TOWN CLERK