

**MINUTES OF THE REGULAR TOWN BOARD MEETING**

**Tuesday, April 12, 2022**

**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	Tamara McCallum
	PERSONNEL	Assessor, Brian Knapp <i>absent</i> CEO/ZEO, Mark Mullikin Chief, Ryan Dale Historian, Valerie Griffing <i>absent</i> Hwy. Supt., Rick Moran
	VISITORS	Police Commissioner, Mel Allen Alex Pierce Don Adams
CALL TO ORDER		Supervisor Walker called the meeting to order at 7:00 PM. Roll call was made with all councilmembers present.
PLEDGE TO THE FLAG		All persons stood as Chief Dale led the pledge.
ADOPTION OF MINUTES		<b>A motion was made</b> to adopt the minutes of the following meeting: <ul style="list-style-type: none"><li>• Regular Town Board Minutes of 03/08/2022 - <b>Motion was made by</b> Councilperson Hillier, seconded by Councilperson Forrester and carried 5-0.</li></ul>
CHANGES TO AGENDA		Supervisor Walker recognized Chief Dale's request to go first on the agenda
POLICE REPORT		Chief Dale made note that the DCJS Validation that was pending on his report has been approved. He also noted that the law requiring "a face to face" physiocratic test only applies to full-time officers and if we were ever to need this the cost would not be to the Department.  Chief Dale presented letters of resignation for Officer Cory Thomas and Officer Catherine Mucha. <b>There was a motion to accept</b> these resignations with thanks and regrets. <b>Motion was made by</b> Councilperson Hillier, seconded by Councilperson Morris and carried 5-0  Personnel issues were discussed with Chief Dale asking to re-hire Officer Brock Allen at virtually no cost to the Department since all of his uniforms and equipment are still available. <b>A motion was made</b> to bring back Officer Allen as a part-time officer at the starting rate of \$21.00 per hour. <b>Motion was made</b> by Councilperson Hillier, seconded by Councilperson Morris and carried 5-0.  Chief Dale discussed his concern that, other than himself, no one had the knowledge or required clearances, passwords, etc. to complete the

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Department's many administrative duties. His suggestion was to promote Brian Schirmer's to Assistant Police Chief and to increase his hourly rate commensurate with his new title and increased responsibilities. **A motion was made** to change Officer Schirmer's title to Assistant Police Chief and to increase his hourly rate from \$21.00 per hour to \$24.50 per hour. **The motion was made** by Councilperson Hillier, seconded by Councilperson Morris and carried 5-0.

The Chief passed around copies of the University of Rochester's Trauma Lifesaver Award given to Officer James Pappas after heroically saving the life of a victim in the town of Portage on January 28, 2022. Commissioner Mel Allen asked the Board to sign a certificate that he made for Officer Pappas extending congratulations on this honor from the Police Commissioners, Village and Town Boards.

*Chief Dale and Police Commissioner Mel Allen left the meeting at 7:21 PM*

CEMETERY BID OPENING Having only received one bid, Supervisor Walker opened the envelope and read aloud the bid. Received from D Adams Property Maintenance, dated 4/2/22, the total bid was \$15,840.00. Mr. Adams, who was present at the unsealing of the bid was thanked for his bid and told that the board would probably not be acting on the matter this evening.

HISTORIAN REPORT None

CEO/ZEO Mark Mullikin discussed his March 2022 written report. There is an increase in Building Permits despite the increase in building supply prices. Mark spent a week at RIT for the annual required training conference.

BUILDING Mark Mullikin and the Board discussed the good job Darren Snyder did in repairing the west wall and enclosed porch of the Government Center. There are many repairs still to be made to the front wrap-around porch, gutters, roof tiles, brick work on chimneys and boiler system. It was agreed that a list of these repairs and their costs should be gathered. Councilperson Blair mentioned that perhaps there was a grant for Historical Preservation that might be applied for.

PLANNING BOARD Alex Pierce stated that action was taken at the Village Organizational meeting to re-appoint all members of the Planning Board. There was no April Planning Board meeting. Still working on revising the code which will go to the County Planning Board in May, then come back and be presented to the Attorneys and then the notice of public hearing. Meeting is on schedule for the first Tuesday in May.

HIGHWAY Highway Superintendent Rick Moran made his monthly report to the Town Board.

- Crew has been busy working with the County and Village on trimming trees on Newville Road and Canseraga Road in Ossian. Rick will be charging \$55,000.00 back to the County for the crew's services.

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- Will be replacing culverts on Bailey and McGinty Roads.
- Crew to attend 8-hour Mining training via Zoom.
- 2 trees in Dalton will be coming down; services to be performed by RG&E. Looking to re-plant some trees.
- Old pick-up truck will be going to the Palmyra Municipal Auction in May.

**NEW HIGHWAY GARAGE** There was much discussion about moving the Sand and Salt Shed and Pole Barn from the old site to the new one. We would need to pave the bottom and set approx. 45 blocks. Rick wants to hire-out the setting of new poles so we can dismantle the old one, reuse all that can be reused and set the building up on the new site on the back side of the building. It was anticipated that the new blocks would cost approximately \$5,000.00, sitework, labor and materials for barn approximately \$15,000.00. Supervisor Walker to sit down with Councilperson Forrester and Justin from BBS to determine exact cost and next steps needed.

Spectrum installed internet but Councilperson Forrester learned that 2 phone lines are needed to complete the security system. Spectrum will be installing phones and Hurricane will assist with computer work. It is believed that it will be at least 2 more weeks before a Certificate of Occupancy can be issued.

*Mark Mullikin left the meeting at 7:55 PM*

**SUPERVISORS STMT.  
& MO. BUDGET REPT.**

Supervisor Walker provided Councilperson Forrester a copy of the BBS consolidated budget report for 2021 as requested and noted that the Monthly Budget Report had been revised to reflect accurate totals. Supervisor Walker corrected the total on the Supervisor's Statement General Fund "A", Misc. to \$31,000.00 from \$30,976.43.

**CLERK & JUSTICE REPTS.**

The monthly Town Clerk and Town Justice reports were presented. Supervisor Walker performed the annual audit of the Town Justice Court records. Supervisor Walker praised the efficiency and organizational skills of the Court Clerk Sheila Duffy.

**Resolution #2 of 2022**

**BE IT RESOLVED**, that the Nunda Town Board accept the Annual Audit of Justice Court Records for the fiscal year ending 12/31/21 as presented by Supervisor Merilee Walker.

**There was a motion** to accept this audit. **The motion was made** by Councilperson Morris, seconded by Councilperson Hillier and carried 5-0

**ALL REPORTS/ONE  
MOTION**

**A Motion was made** to accept all reports. Motion was made by Councilperson Blair, seconded by Councilperson Hillier and carried 5-0.

**AUDIT BILLS**

The Audited and Signed Abstracts for the month of April were:

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- General Fund Vouchers numbered 64-102 (64-66 and 82 are prepaid; 92 is void), in the amount of \$25,409.17, as set forth in abstract No. G-4, dated 04/12/2022.
- Highway Fund Vouchers numbered 56-80, in the amount of \$47,147.50, as set forth in abstract No. H-4, dated 04/12/2022.
- Police Fund Vouchers numbered 10-14 (10 and 11 are prepaid), in the amount of \$948.74, as set forth in abstract No. P-4, dated 04/12/2022.
- Capital Project Vouchers numbered 13-18, in the amount of \$97,973.25 as set forth in abstract No. C-4, dated 04/12/2022.

A Motion was made to approve the audited abstracts after the fund line on voucher number G-69 was changed from A1620.4 to A1920.4. **The Motion was made** by Councilperson Forrester, seconded by Councilperson Hillier and carried 5-0.

The remaining 3 contractors submitted their final payment requests for Retainage. GC-Building Innovation Group as listed on Capital Abstract #4, voucher #15 in the amount of \$74,126.93. Plumbing-Landry Mechanical as listed on Capital Abstract #4, voucher #16 in the amount of \$5,420.37. HVAC-Cogenic Mechanical as listed on Capital Abstract #4, voucher #17 in the amount of \$4,973.45. **A motion was made** to close out all the remaining contracts by Councilperson Morris, seconded by Councilperson Blair and carried 5-0.

**COMMUNICATIONS**

Supervisor Walker and the Councilmembers discussed

- Clean up day set for May 14<sup>th</sup> from 9:00 AM to 1:00 PM at the old Garage on Watercure Rd.
- Dalton Brush pick-up continues as needed through 4/21/22.
- DHS offering Hazard mitigation grants – possibility for Gov't Center damage – Application due by 6/1/22. Town Clerk will look into this
- Offering Town employees the NYS Deferred Comp. plan

**OLD BUSINESS**

OFA

Livingston County Office of the Aging will award Jackie Morgan Senior Citizen of the Year for her many contributions to the Town of Nunda.

Town/Village Agreement

Councilperson Forrester said he will add two clauses to the Town/Village agreement and have ready for the Village Mayor by the end of this week.

**NEW BUSINESS**

Supervisor Walker mentioned that the Service Agreement for the Government Center sprinkler system was overdue for renewal. A motion was made to renew the Service Agreement with Johnson Controls in the amount of \$1,095.90. **The motion was made** by Councilperson Morris, seconded by Councilperson Hillier and carried 5-0.

There was a quote presented from CardiacLife for new pads on the AED CPR system. After Councilperson Hillier examined the unit, it was discovered that the batteries in the unit were from 2013. The Town Clerk will ask CardiacLife

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for a quote for batteries as well so the AED unit can be brought completely up-to-date.

Bids were received for permanent funding of \$1,550,000.00 for the Highway Capital Project. Bids were received at the BPD Office in Fairport. Two bids were received:

- Roosevelt & Cross bid 3.6189%
- Greene County Commercial Bank bid 4.75%

The lower bid was accepted and the money was received on 4/12/2022. This money will be used to pay off the Bond Anticipation Note with Greene County Commercial Bank which was \$2,100,000.00 at 0.37%. The Town share of \$550,000.00 plus interest of \$7770.00 will be paid to Greene County Commercial Bank along with the \$1,550,000.00 from Roosevelt & Cross and will be wired to the bank from our General Account.

Supervisor Walker stated that Five Star Bank still had the old Town Clerk, Cheyenne DeMarco, listed as the second signature and presented a new signature card from Five Star listing Tammy McCallum as the new second signature.

**Resolution #3 of 2022**

**BE IT RESOLVED**, that the Nunda Town Board accept Tammy McCallum as a second signature for the bank accounts at Five Star Bank. **A motion was made** by Councilperson Blair, seconded by Councilperson Forrester and carried 5-0.

There was a motion to reappoint Michele Seifried to the Town of Nunda Board of Assessment Review. **The motion was made** by Councilperson Hillier, seconded by Councilperson Blair and carried 5-0

ADJOURNMENT

As there was no further business, there was a motion to adjourn. **The motion was made** by Councilperson Blair, seconded by Councilperson Hillier and carried 5-0.

The meeting adjourned at 8:42 PM.

RESPECTFULLY SUBMITTED,

TAMARA MCCALLUM  
NUNDA TOWN CLERK