

# MINUTES OF THE REGULAR NUNDA TOWN BOARD MEETING

Tuesday March 12, 2024, at 7:00 PM

*Draft*

## PERSONS PRESENT

### TOWN BOARD

Supervisor: Merilee Walker

Councilperson: Martha Blair - *absent*

Councilperson: James Forrester

Councilperson: Michael Hillier

Councilperson: Randall Morris

### RECORDING CLERK

Tamara McCallum

### PERSONNEL

Assessor: Brian Knapp – 7:44 PM

CEO/ZEO: Mark Mullikin - *absent*

Police Chief: Ryan Dale - *absent*

Historian: Valerie Griffing

Hwy Superintendent: Tim Cassidy

Planning Board Chairman: Alex Pierce

### VISITORS

Brett Murray

### CALL TO ORDER

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

### PLEDGE TO THE FLAG

All stood as Councilperson Hillier led the pledge.

### ADOPTION OF MINUTES

**A motion was made** to adopt the minutes of the following meeting:

- Regular Board Meeting of February 13, 2024. Councilperson Forrester requested an amendment to the minutes to add “publicly available (low risk) data to the CEO’s report.  
**The motion was made** by Councilperson Hillier, seconded by Councilperson Forrester, and carried 4-0.
- Joint Town/Village Board Meeting at 6:00 PM February 13, 2024. Councilperson Forrester requested an amendment to the minutes to change the wording from “Favorable to” to “Open to the idea of considering” a sign on the Government Center grounds.  
**The motion was made** by Councilperson Morris, seconded by Councilperson Forrester, and carried 4-0.

### CHANGES TO AGENDA

None

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## **CEO/ZEO**

Mark Mullikin's written report was reviewed and discussed. Mark was absent due to attending the annual Finger Lakes Building Officials Association mandatory training event.

## **HISTORIAN'S REPORT**

The Board reviewed Valerie Griffing's written report. She handed out a questionnaire that will be available on the Town and Village's website as well as at the Government Center. The survey will gather Townspeople's reactions to the Total Solar Eclipse taking place on April 8<sup>th</sup>, 2024. She also is continuing her work on the 1855 Cox diary.

## **PLANNING BOARD REPORT**

The minutes of the Planning Board Meeting were presented for review only. Chairman Pierce commented that the Family Dollar/Dollar Tree project was still in the planning phase. Also, work on the updated Comprehensive Plan continues.

## **POLICE REPORT**

The Board reviewed and discussed Chief Dale's written report. The minutes of the March 4, 2024, Police Commissioners Meeting were presented for review only. Councilperson Hillier mentioned that staffing was up. There was a discussion about the search for a new Police vehicle. Councilperson Hillier commended the officers, especially Officer Van Dunk, for their dedication to Community Policing.

## **HIGHWAY REPORT**

Tim Cassidy reported that the crew has been busy helping the Town of Portage with their cemetery cleanup. There has been a lot of tree work done and the Hay Road building is being straightened and cleaned. Dana Wood injured his hand at home and will be out for a while. The town will be creating a shared service for the Town of Portage to screen gravel for both the Town and Village of Nunda. Tim presented a proposal to have the Town of Nunda store waste tires from the surrounding towns/garages. After collecting approximately 2250 tires, all stakeholders would gather to load a 115-yard walking floor trailer. The disposal would cost nothing except manpower to load the trailer. There were comments made about what the grounds would look like if we stored all of those tires. A motion was made not to store these waste tires on the Hay Road property. The motion was made by Councilperson Hiller, seconded by Councilperson Morris and carried 4-0. Tim mentioned that he would stripe the Government Center parking lot.

## **ASSESSOR'S REPORT**

Brian Knapp reported that he had completed all exemption requests that needed to be received by March 1, 2024, as well as sending out a few exemption removals. He will be out in the field looking at properties that have active building permits and getting ready for the Tentative Assessment Roll. The Board expressed their appreciation for the difficult job he performs.

## **SUPERVISOR'S STATEMENT & MONTHLY BUDGET REPORT**

Supervisor Walker discussed the Budget report and Statement. BBS Accounting is still preparing the Annual Financial Report after receiving an extension from the State to go beyond the March 1 deadline. Councilperson Forrester requested the Board reconsider moving the ARPA funds to the Fund Balance after the AFR is completed.

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## INFORMATION TECHNOLOGY

1. Spectrum was only able to convert 2 of the 6 lines that are presently being billed by Frontier. One of the Courtroom lines was not in use and will be discontinued.
2. The Elevator Emergency line will stay with Frontier
3. The Firebox lines will be replaced with a Starlink cellular system by General Security for an installation cost of \$874.00 and a monthly fee of \$45.00. **There was a motion** to approve the General Security proposal made by Councilperson Morris, seconded by Councilperson Hillier and carried 4-0.
4. Hurricane Technologies annual Software security renewal was presented. **There was a motion** to approve a two-year agreement for \$1,579.00 with a savings of \$281.00 made by Councilperson Forrester, seconded by Councilperson Morris and carried 4-0.

## CLERK AND JUSTICE REPORTS

The monthly Town Clerk and Justice Reports were presented and discussed. The clerk mentioned that the safe in her office had accidentally been locked and it took the locksmith over 8 hours to re-open it. The safe can now be used only as a fireproof storage vault but not for keeping the petty cash drawer. Tim Cassidy volunteered to give the clerk's office a small locking safe that he no longer uses.

## ALL REPORTS/ONE MOTION

**A motion was made** by Councilperson Hillier to accept all reports, seconded by Councilperson Forrester, and carried 4-0.

## AUDIT BILLS

The original Audited and signed abstracts were as follows:

- ❖ General Fund Vouchers numbered 52-77, in the amount of \$10,676.12 as set forth in abstract number G-3, dated 3/12/24.
- ❖ Highway Fund Vouchers numbered 10-28, in the amount of \$35,638.83 as set forth in abstract number H-3, dated 3/12/24. Supervisor Walker mentioned that Voucher #34 should be a .2 account for the Salt Spreader. The clerk will create that account.
- ❖ Police Fund Vouchers numbered 6-10, in the amount of \$1,134.22 as set forth in abstract number P-3, dated 3/12/24.

**A motion was made** to approve the audited abstracts by Councilperson Morris, seconded by Councilperson Forrester and carried 4-0

## COMMUNICATIONS

It was decided that the Town Clerk should put up local signs notifying the Town that Solar Eclipse glasses will be offered, free of charge; first come, first served, while supplies last.

## OLD BUSINESS

- A. The Town is still awaiting the \$20,000.00 ARPA fund distribution for the Pickle Ball court.
- B. There was a discussion on what to do about the inside and outside elevators in the Government Center. Tim Cassidy will look at the outside lift on Thursday 3/14/24.
- C. Terry Lowell was nominated as the Town of Nunda's Senior Citizen of the Year.

## NEW BUSINESS

None

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At 8:15 PM, **there was a motion** to enter Executive session to discuss matters to do with particular employees made by Councilperson Forrester, seconded by Councilperson Hillier and carried 4-0. The Clerk and Highway Superintendent were approved to stay. There was a motion to exit Executive session at 8:32 PM with no action taken. **The motion was made** by Councilperson Forrester, seconded by Councilperson Hillier and carried 4-0.

As there was no further business, **a motion was made** to adjourn the meeting by Councilperson Forrester, seconded by Councilperson Hillier, and carried 4-0.

The meeting was adjourned at 8:35 PM.

Respectfully submitted,

Tamara McCallum  
Nunda Town Clerk