

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, September 13, 2017, at the Pulteney Town Hall with the Pledge of Allegiance.

Present were: Supervisor Mark Illig; Councilman Richard Musso; Councilman Mark Goodwin; Councilman Michael Yastremski; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Attorney Jennifer Prossick; Bookkeeper Rebecca Kirch; and Town Clerk Erica Giambra. Absent was Councilman Richard Musso (Present after finances; see below)

Councilman Yastremski made motion seconded by Councilman Burns to accept the minutes of the August 9, 2017 regular Board meeting. All in favor. Carried.

Supervisor Illig stated there are no transfers for this month.

Councilman Goodwin made motion seconded by Councilman Yastremski to pay General Bills in the amount of \$4,508.69 being vouchers No. 17-179 to No. 17-197. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried. Supervisor Illig commented the most expensive voucher this month for General was the contractual payment to Richard Peer for mowing services.

Councilman Burns made motion seconded by Councilman Goodwin to pay Highway Bills in the amount of \$63,400.83 being vouchers No. 17-168 to No. 17-187. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried. Supervisor Illig stated the main expense for Highway this month was to Suit-Kote Corporation for \$51,357.48. Highway Supt. Gibson will comment on further in his report.

Councilman Yastremski made motion seconded by Councilman Burns to pay Water District #1 Bills in the amount of \$11,518.60 being vouchers No. 17-90 to No. 17-102. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried. Supervisor Illig commented all vouchers were overall routine with the most expensive being to the Village of Penn Yan for the cost of water for \$7,110.00 that is a contractual budgeted payment.

It was at this time Councilman Musso became present. Supervisor Illig reviewed and commented on the total equity for all 3 Departments within the Balance Sheet. He asked the Board if they had any questions or comments in which all denied.

The Highway, Water Department, Municipal Services, DCO, and Justice reports were all available to review.

Clerk Giambra commented Librarian Barb Radigan received an extremely positive comment regarding the Town playground. Visitors had spent an entire day with their children playing and enjoying the playground/courts and wanted to make sure the message was passed along.

Municipal Services Manager Welch mentioned along with his report, the Dep't continues to be extremely busy. Several new construction projects starting and continuation of a large increase in Zoning Board applications.

Water Operator Dluzak was present and stated THM flushing and testing has been completed and passed. The monthly bacteria testing was negative and all is running well in the Water Dept.

Supervisor Illig reported he had checked in with Assessor Dave Oliver and all is running smooth and all documents have been submitted and filed regarding the ongoing litigation.

Along with the Dog Control Officer report, Supervisor Illig mentioned recently he found a lost dog near his home in which he called the DCO and they responded quickly and commended their efforts.

Highway Superintendent Gibson reported they were finally able to finish stone and oiling planned roads which was a good project done. In fact, all projects are now completed for this season. Additionally, they have been grading roads however needed to rent a roller to finish what was left to be done. Supervisor Illig asked specifics regarding the roller. It is a 1987 that was bought at an auction and has been having problems for quite some time. Supervisor Illig stated at the October meeting for Highway Supt. Gibson to make a recommendation regarding purchasing a new/used roller.

For the Council report, Councilman Musso asked Highway Supt. Gibson when Briglin Road will be worked on. Highway Supt. Gibson stated depending on the weather either Thursday of this week or Monday of next. Briglin Road has been held up due to the stone and oil project. Councilman Burns commented that recently she had a discussion with Rita Finley regarding stray cats in the area. Since Rita was present this evening Councilman Burns asked Rita to comment. Rita stated especially the north end of Main St. there has been a large increase in stray cats. They are not fixed, questionable if they have had any shots, and she personally has taken in a few litters. She is working with the animal charity group "Raining Cats and Dogs" who will fix the cats for \$20.00 per cat but that still does not include shots. She has attempted to work with surrounding neighbors to no avail. The SPCA is overwhelmed themselves with cats so they can't go there. She is asking the Board to look into to see if there is anything that can be done. Supervisor Illig stated himself along with Councilman Burns will investigate further to see if the same charity group or another sponsor group can come in to assist with the matter.

Supervisor Illig stated the next Planning Board meeting in October falls on Columbus Day therefore the Board voted to not hold a meeting that evening. The next meeting will be November 8th with currently (1) hearing scheduled. At the meeting in Sept. it was discussed to take a look at the Zoning Law and examine/redefine terms with the assistance of the Zoning Board of Appeals throughout the winter.

The Zoning Board has been inundated with variance requests this summer, several pertaining to lakeside storage units. Depending on certain neighborhoods, the topic has raised issues especially concerning scenic views. Supervisor Illig reiterated the Planning and Zoning Boards will take a look at the Zoning Law this winter to review and discuss sections of the Law that are lacking or unclear. The next Zoning Board meeting is September 19th with (3) hearings scheduled.

Under old business, Clerk Giambra discussed with Attorney Prossick, as approved at the August meeting, the terms and need for a Resolution regarding bonding of the 2018 truck. Clerk Giambra will type up the Resolution to have on file.

Continuing with old business, Clerk Giambra and Bookkeeper Kirch gave an update regarding the Five Star consolidation. Clerk Giambra now has remote deposit capture to be able to deposit checks on site rather than taking to the bank. Also, it is a

work in progress installing a credit card machine to offer customers the option to pay for services Clerk Giambra provides (i.e. hunting, fishing, cemetery, copies, fax, etc.). Bookkeeper Kirch stated the Water District billing thru lockbox services also continues to be a work in progress however she should have all municipal accounts up and running thru Five Star by October 1st.

Under new business, Supervisor Illig stated he would like to discuss Highway staffing. He explained Highway Supt. Gibson started out in the Dept. as a union employee. When he was elected as Supt. 6 years ago the Dept. never replaced his position therefore that left 3 full-time employees rather than 4. Having 3 employees and 1 Supt. is not ideal as 4 guys can only do so much especially once you add in vacation and sick days. Supervisor Illig is recommending the Board look at alternatives to augment staffing by adding a position whether it be a full-time employee vs. a seasonal employee. If the Dept. adds back a full-time employee it will approx. cost \$60,000 annually which Supervisor Illig does not believe at this time the Town can afford due to the 5-year replacement equipment plan set in motion. The real need for another employee is during project time (June-Sept.). At this time Supervisor Illig asked the Board what their thoughts and comments were regarding adding a staff member. Councilman Yastremski stated the Dept. has previously always had 4 full-time employees. The Dep't is inefficient without. With 53 miles of road in Pulteney it is key to have 2 and 2 guys working together rather than 2 and 1. Having 2 and 1 does not utilize all the Town equipment which is not benefitting the Town. He firmly suggests the Town add a full-time employee rather than a seasonal. Councilman Goodwin, Councilman Musso, and Councilman Burns all requested Highway Supt. Gibson's opinion. Highway Supt. Gibson believes and stated he should have hired a full-time employee 6 years ago when he became Supt. He is able to work and assist the other 3 employees most of the time however he also has several obligated meetings/trainings that leaves an odd man out with 2 and 1. He would like to have another employee whether it be full-time or part-time/seasonal. Supervisor Illig asked the current 3 full-time employees that were present for the meeting their opinion. They all stated they would like another employee to be paired up 2 and 2 since Highway Supt. Gibson cannot be there all the time. Supervisor Illig mentioned by hiring a full-time employee could mean going over the tax cap which in turn affects operating cost and will increase taxes overall. The surplus of income from the sale of the gravel pit is depleted. Supervisor Illig suggests based on need and fiscal reality to hire a seasonal employee for 4 months however that potentially might be hard to find. Councilman Musso agrees he doesn't think the Town will be able to find a qualified seasonal employee. He suggests after several years of being restrained with taxes and the tax cap, the Town begin to think about increasing taxes especially with the need to hire a full-time Highway employee. Highway Supt. Gibson mentioned that he currently knows of 2 possible seasonal employees. The Town is obligated for the next 3 years with lease payments for Highway equipment, however it was suggested similar to the 5-year equipment replacement plan to set a 5-year capital plan for Human Resources. Rather than buying additional equipment to put those funds towards HR and the future of a full-time employee. Supervisor Illig stated he and Bookkeeper Kirch will look at the budget and present at the October meeting what a proposed seasonal employee will cost vs. full-time and the Board can further discuss from there. All agreed.

Supervisor Illig stated in the next week he and Bookkeeper Kirch will meet to begin the budget process then meet with the heads of each Dept. the following week. A proposed tentative budget will be sent to the Board members for review prior to the October meeting.

Continuing with new business, Highway Supt. Gibson wanted to mention and discuss the issues he is having with the Highway Dept.'s clothing company Aramark. He stated since April the pricing has continued to fluctuate and increase. In addition, they receive back clothing that has holes in it rather than new clothing. Bookkeeper Kirch commented the accounting procedures the company uses is far from ideal. Attorney Prossick stated there should be a signed contract in which the price should be locked in and should not change month to month. Highway Supt. Gibson will get the contract, if one exists, and report back.

It was brought to Supervisor Illig's attention recently there are residents when receiving their school tax bill are being charged an additional tax for the Prattsburgh library. It is affecting Town of Pulteney residents who have a Prattsburgh mailing address. This is a major issue and concern due to this additional tax meaning residents are being charged for the Prattsburgh library on their school tax bill and then taxed (as has been for years) on the Town and County tax bill for the Pulteney library. In essence they are paying unnecessarily for 2 libraries now. Supervisor Illig explained after talking with the Prattsburgh Town Supervisor and the business manager of the Prattsburgh school district, the library previously was a line item in the budget similar to how the Pulteney library is. However, the library and Town Board had a disagreement regarding funds therefore the library sent out a proposal for a special library tax be added to the school tax bill. The first vote was denied however they had a second vote which the Prattsburgh tax district approved. Supervisor Illig reported this is affecting 199 parcels of Pulteney residents that are now being taxed \$.40 per \$1000. The question raised is it legal to tax residents twice (1 on school tax bill and 1 on Town and County) for 2 separate libraries? Attorney Prossick will look into further and suggested the Board enter into an executive session to discuss further.

Supervisor Illig asked if there were any public comments or concerns at this time. With nothing heard, Supervisor Illig commented all are welcome to stay until the executive session is over however there will be no further business conducted.

Supervisor Illig made motion seconded by Councilman Musso to adjourn the regular meeting and enter into an executive session. All in favor. Carried.

Once the executive session was completed, Councilman Burns made motion seconded by Supervisor Illig to recess the executive session and resume the regular meeting. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Burns to adjourn the meeting. All in favor. Carried.

Meeting adjourned at 8:30 pm.

Town Clerk

