

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, December 11, 2019, at the Pulteney Town Hall with the Pledge of Allegiance.

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

Bill Weber took a moment to reflect on the recent passing of (4) Town natives/residents. William (Bill) Nudd, Bill did not know, however he knows his brother Eddie and sister Joyce Hamilton. Bill grew up in the house behind the Methodist Church in Town. He went to school in Hammondsport, moved to Bath and ran a business called Ground Control, a satellite dish operation. He served in Vietnam, was an avid sportsman and passed at 71 years old. John Prinziwalli, Bill also did not know, lived on Ford Road. After speaking with Mike Tietjen, learned he worked for Sysco Foods for over 30 years, was well liked by all, and a renowned chef. He unfortunately passed of a heart attack at 69 prior to moving with his wife to Virginia. Fred Richardson, Bill knew very well. He lived with his loving partner, Lovette, on CR78 and eventually moved to Cross Street. He was an experienced construction worker and Bill had always hoped he would get a job with the Highway Dept. in Town. He would often frequent the Post Office with his beloved dog Taffy. Fred passed at Taylor nursing home at the age of 82. Gene Vis, Bill also knew very well. He had lived with his wife Ruth at the north end of Chidsey Point, next to Vyverberg's. Gene was a WWII Veteran, worked at Kodak for over 30 years, and was noted for his wood working skills. He lived his last years in Penn Yan Manor nursing home and passed at 95 years old.

They all will be fondly remembered and sadly missed by many.

Councilman Yastremski made motion seconded by Councilman Burns to accept the minutes of the November 13, 2019 regular Board meeting. All in favor. Carried.

Balance sheets and profit & loss reports were available to view. As Supervisor Illig has pointed out previously, there is a primary concern with the General fund balance mainly due to the tax cap calculation error in which \$23,132.00 needed to be transferred into a tax cap reserve account. Due to this, as well as not borrowing the funds to pay for the tennis/pickleball court expenses, Bookkeeper Welch had to transfer \$32,000.00 from the Water District Account into the General Account. Once the tax cap reserve funds of \$23,132.00 are able to be released after January 1, 2020, and taxpayer income starts coming in, the \$32,000.00 will be transferred back into the Water District Account. After that payment is transferred back, the Water fund balance should be good and back on track. The Highway fund balance should be in good shape once we receive our \$170,000.00 in CHIPS reimbursement that should come in next week.

To keep budget line items on track and expenditures equal, there are a number of transfers within each Department that need to take place.

In the General Account, Supervisor Illig made motion seconded by Councilman Goodwin to transfer a total of \$8,465.89. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried.

11:39 PM
12/10/19

**General
Transaction Journal
All Transactions**

Trans #	Type	Date	Num	N	Account	Debit	Credit
23974	General Journal	12/11/2019	19-1		A1220.4 - Contractual Services		176.93
					A1410.4 - Contractual Expenses		570.81
					A1620.41 - Telephone		124.73
					A1620.42 - Repair/Maintenance		3,059.10
					A1620.48 - Insurance		846.19
					A7310.2 - Equipment		1,839.30
					A7310.4 - Contractual Expenses		1,618.03
					A9030.8 - Social Security		230.80
					A1010.4 - Contractual Expenses	102.11	
					A1355.4 - Contractual Expenses	299.46	
					A1620.4 - Contractual Expenses	380.38	
					A1620.44 - Electricity	825.34	
					A1670.42 - Postage/Printing	243.72	
					A4050.4 - Contractual Expenses	627.54	
					A8020.1 - Personal Services	203.75	
					A9010.8 - State Retirement	3,000.00	
					A9060.8 - Union Ins. - Company	471.70	
					A3620.4 - Contractual Expenses	681.04	
					A1110.4 - Contractual Services	244.85	
					A1450.4 - Contractual Expenses	25.40	
					A1620.2 - Equipment	58.29	
					A1620.45 - Heating	34.18	
					A1620.46 - Disposal Services	68.97	
					A3510.4 - Contractual Expenses	42.53	
					A9040.8 - Workman's Compensation	61.51	
					A8989.4 - Contractual Expenses	10.00	
					A1620.51 - Contingency	1,085.12	
						8,465.89	8,465.89
						8,465.89	8,465.89

TOTAL

In the Highway Account, Supervisor Illig made motion seconded by Councilman Burns to transfer a total of \$25,187.73. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried.

8:52 PM
12/10/19

**Highway Company
Transaction Journal
All Transactions**

Trans #	Type	Date	Num	Nam	Account	Debit	Credit
18678	General Journal	12/11/2019	18-2		D5110.2 - Capital Outlay	7,382.97	
					D5110.1 - Personal Services		7,881.73
					D5142.4 - Contractual Expense	2,516.00	
					D5132.4 - Contractual Expenses		2,450.00
					D5132.42 - Repair/Maintenance		66.00
					D5140.4 - Contractual Expenses	120.00	
					D5132.46 - Water		120.00
					D5140.1 - Personal Services	250.00	
					D9040.8 - Workman's Compensation		250.00
					D5130.2 - Equipment	14,420.00	
					D5110.1 - Personal Services		847.76
					D5130.4 - Contractual Expense		1,000.00
					D9060.8 - Town Medical Ins		12,572.24
					D5130.42 - Truck Repair	386.71	
					D5132.41 - Telephone	112.05	
						25,187.73	25,187.73
						25,187.73	25,187.73

TOTAL

In the Water District #1 Account, Supervisor Illig made motion seconded by Councilman Yastremski to transfer a total of \$1,030.00. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried.

6:58 PM
12/10/19

**Pulteney Water District #1
Transaction Journal
All Transactions**

Trans #	Type	Date	Num	Account	Debit	Credit
4818	General Journal	12/11/2019	2019-1	SW8310.44 Supplies	80.00	
				SW8310.41 Equipment		80.00
				SW8340.7 - Jerusal Transf	130.00	
				SW8310.47 Office Phone		31.00
				SW8310.8 Meter Replacement		99.00
				SW8330.43 - Test Bact	70.00	
				SW8320.42 Electricity Roff Hill		70.00
				SW8330.44 - Test TTHN/HAA5	150.00	
				SW8330.41 - Chlor Master		150.00
				SW8340.2 - Equipment	600.00	
				SW9030.8 - Social Security		600.00
					1,030.00	1,030.00
					1,030.00	1,030.00

Councilman Goodwin made motion seconded by Councilman Burns to pay General Bills in the amount of \$18,693.43 being vouchers No. 19-228 to No. 19-249. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried. Supervisor Illig pointed out voucher No. 19-241 to NYS retirement for \$14,000.00 being the main expense. The payment is for 2020 as we get a discount for paying early. Additional vouchers included a boot allowance for the Highway Dept. Remaining vouchers were overall routine.

Councilman Burns made motion seconded by Councilman Yastremski to pay Highway Bills in the amount of \$97,253.07 being vouchers No. 19-217 to No. 19-244. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried. The main expenses being 2 separate vouchers (19-221 and 19-222) to Five Star Bank for the lease payments on the Peterbilt truck and roller. There also was a voucher to NYS Retirement in the amount of \$19,500.00. Vouchers otherwise routine.

Councilman Yastremski made motion seconded by Councilman Goodwin to pay Water Bills in the amount of \$12,972.36 being vouchers No. 19-135 to No. 19-145. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried. Voucher No. 19-142 in the amount of \$7,352.00 was the main expense for Retirement, otherwise routine including meter replacements.

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

Municipal Services Manager Welch commented business as usual for this time of year. Currently, he has issued 2 building permits more than in 2018.

The Water Dept. continues to be busy with repairs and meter replacements. This year alone Water Operator Dluzak has sent back approx. 100 meters to be replaced.

For the Assessor report, Supervisor Illig commented he has been prepping Assessor Oliver for the move into the Town Hall, therefore Dave is in the process of going through paperwork either to be saved and transferred or disposed of if able.

With it not looking promising to reprogram the computer module Highway Supt. Gibson purchased this summer for the grader, nor is another available at this time since Volvo no longer makes that part, Highway Supt. Gibson reported a representative from John Deere will be coming out to go over pricing and what they offer regarding a new grader. Last summer the Highway Dept. had to borrow the County's grader which we cannot continue to do for another year. We need a serviceable grader in place by May 1st

he stated. Furthermore, the Dept. has been plowing, sanding, hauling in gravel, and finished cleaning the leaves out of Glen View Cemetery.

For the Supervisor report, Supervisor Illig wanted to update the public on incorrect information he provided at last month's meeting. As he was reading the Corning Leader, he came across an article stating taxpayer rebate checks are received based on the school district budgets and whether they fall under the tax cap, not based on the municipalities budget as he had reported. As far as he knows, Hammondsport and Prattsburgh School Districts both fell underneath the cap, therefore taxpayers should receive a rebate check from the State. The rebate checks are also based on a sliding scale of the property owner's income. Bookkeeper Welch confirmed the article and information was correct. Supervisor Illig also wanted to apologize to Atty. Schlechter for giving him the wrong date to attend the Planning Board meeting.

Being the last regular Board meeting of the year, Supervisor Illig wanted to thank Councilman Goodwin and Councilman Musso, unfortunately he could not be in attendance, for their service to the Town and Town Board.

Attorney Schlechter reported there remains one Article 7 Supreme Court case that is still pending, however winding down. He has met with Assessor Oliver and an appraisal should be completed in the near future possibly resulting in reaching out to the petitioner to attempt to come to an agreement. In the meantime, he will continue to appear at the scheduled Court dates. Further updates to follow. He has begun discussion with Supervisor Illig and Planning Board Chairman Gibson in regards to reviewing the older and more recent special use permits to possibly standardize hours of operation. Further discussion at the Planning Board meeting January 13th.

Clerk Giambra has spoken with the webmaster and relayed the continuing issues in posting information. She will see him tomorrow and discuss further in an attempt to finally resolve.

There was a Planning Board meeting this past Monday the 9th with (2) sub-division applications approved and (1) reviewed and scheduled for a hearing January 13th. The Planning Board is also working on lighting regulations to be incorporated into the Town Zoning Law. There is not a Zoning Board of Appeals meeting scheduled for December.

Under old business, regarding the Ambulance building update, Lauren finally heard from the surveyors, McConnell and Muller. They have not looked at the deeds Clerk Giambra had sent them but promise to by Christmas. The plan is to still transfer ownership on January 1st to the Fire Dept. CPE Interlink is scheduled for Friday the 13th and Monday the 16th to install the business phone lines and internet capabilities for the new office space and provide training. We are coordinating with Empire Access as well to ensure all networks are in place and are running smoothly. Remodeling is coming along nicely. The cubicles arrived today. We are tentatively under budget and expect there to be a cost savings by moving all offices into the Town Hall.

Regarding the tennis courts, Supervisor Illig spoke with the fencing company and they are to have the fencing completed by the end of the year or they will send back our check for 50% down of the quote.

Reminder, the Town Christmas Luncheon is tomorrow the 12th noon at the Fire Hall.

Under new business, with the end of the year approaching there are Board appointments expiring. Supervisor Illig made motion seconded by Councilman Burns to re-appoint Carol McGill to a 5-yr term (1/1/20-12/31/24) to the Zoning Board of Appeals. All in favor. Carried. Supervisor Illig made motion seconded by Councilman Goodwin to re-appoint Pat Rafalowski to a 5-yr term (10/1/19-9/30/24) to the Board of Assessment Review. All in favor. Carried.

With Tammy Tones being elected in November to Town Councilman, she served her resignation as member to the Planning Board this past Monday the 9th. To fulfill her term, the Planning Board is recommending Town resident Megan Granata. Megan was present and introduced herself to the Town Board. She has lived in Pulteney for approx. 3 ½-4 yrs. moving from Connecticut. She works at Keuka College and wants to become an active member of our community by serving on the Planning Board. Supervisor Illig made motion seconded by Councilman Yastremski to appoint Megan Granata to an unexpired term-12/31/23. All in favor. Carried. There remains an Ethics Board appointment to be filled as Ernie Daggett's term expires 12/31/19 and he does not wish to serve another term. Supervisor Illig stated the Board will need to appoint a replacement in January.

Continuing with new business, Elizabeth White was also elected in November as Town Councilman and she is requesting reimbursement to attend a "Newly Elected Officials 2020 Training School" in Albany given by the Association of Towns January 15-17th. There is a conference fee of \$200 per member and hotel fee of \$372 for a total of \$572.00. She has offered to pay for the school herself, however by Law is entitled to be reimbursed for all reasonable costs incurred while attending this program. Supervisor Illig made motion seconded by Councilman Goodwin to authorize reimbursing Elizabeth White \$572.00 to attend the training school in Albany January 15-17, 2020. Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried.

As in previous years, Town of Pulteney Justice Mary Hope Benedict presented a letter to the Board requesting an annual audit and review of dockets and financial records be performed, entered into the minutes, and sent to the proper authorities of the NYS Unified Court System. Supervisor Illig made motion seconded by Councilman Yastremski to adopt the following **Resolution (#15):**

RESOLUTION AUTHORIZING A COURT AUDIT AND REVIEW HAS BEEN CONDUCTED AND ALL NECESSARY DOCUMENTS BE SENT TO THE PROPER AUTHORITY WITHIN THE STATE OF NEW YORK UNIFIED COURT SYSTEM

WHEREAS, at the December 11, 2019 Town of Pulteney regular Board meeting, the Town Justice financial records and dockets, for the calendar year ending 2019 as requested, were duly examined and found to be acceptable within the standards of Municipal accounting procedures. In addition, collected Court fines/fees have been turned over to the proper officials of the Town as required by law.

NOW THEREFORE BE IT RESOLVED, the Town Clerk is hereby authorized to send a copy of this Resolution and any necessary supporting documents to the appropriate authority within the State of New York Unified Court System.

Roll call vote: Councilman Yastremski, yes; Councilman Burns, yes; Councilman Goodwin, yes; Supervisor Illig, yes. Carried.

Lastly, under new business, Supervisor Illig stated the Board needs to schedule a year end meeting to transfer funds and pay any remaining bills. Supervisor Illig commented he will be leaving for out of Town the 27th so he would like to schedule prior to then. The Board agreed to schedule a year end special meeting Thursday, December 26th at 9 AM. Supervisor Illig will check Councilman Musso's availability to make sure he is able to attend as well. Clerk Giambra will post notices as needed.

Supervisor Illig asked if there were any public comments or concerns at this time. With nothing heard and no need for an executive session, Supervisor Illig made motion seconded by Councilman Burns to adjourn the regular meeting. All in favor. Carried.

Meeting adjourned at 7:54 PM.

Erica Giambra, Town Clerk