

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, February 12, 2020, at the Pulteney Town Hall with the Pledge of Allegiance.

Roll call: Supervisor Mark Illig; Councilman Elizabeth White; Councilman Michael Yastremski; Councilman Tammy Tones; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Attorney Mark Schlechter; Bookkeeper Rebecca Welch; and Town Clerk Erica Giambra.

Bill Weber took a moment of reflection to speak of the recent passing of Rick Koch. Bill commented Rick ran the Lakeside Restaurant for years and lived on Hanson Point with his wife of 43 years, Doreen. Rick passed at 84 years old. He will be fondly remembered and sadly missed.

Councilman White made motion seconded by Councilman Tones to accept the minutes of the January 8, 2020 organizational and regular Board meeting. All in favor. Carried.

Councilman Burns made motion seconded by Councilman White to authorize to pay General Bills in the amount of \$70,610.85 being vouchers No. 20-20 to No. 20-22, No. 20-23, and No. 20-24 to No. 20-48. Roll call vote: Councilman Tones, yes; Councilman Yastremski, yes; Councilman Burns, yes; Councilman White, yes; Supervisor Illig, yes. Carried. Supervisor Illig noted the main expense for General this month was a voucher to the Pulteney Free Library for \$37,282.00, as approved by the voters of Pulteney in the November election. Councilman White pointed out voucher No. 20-23 was approved for \$125.00 (as listed on the summary of abstracts), however the voucher was for \$150.00, therefore changing the total amount of General Bills to \$70,635.85. Supervisor Illig made motion seconded by Councilman Yastremski to authorize to pay the amended amount of General Bills in the amount of \$70,635.85. Roll call vote: Councilman Tones, yes; Councilman Yastremski, yes; Councilman Burns, yes; Councilman White, yes; Supervisor Illig, yes. Carried.

Councilman Yastremski made motion seconded by Councilman Tones to pay Highway Bills in the amount of \$56,182.97 being vouchers No. 20-18 to No. 20-44. Roll call vote: Councilman Tones, yes; Councilman Yastremski, yes; Councilman Burns, yes; Councilman White, yes; Supervisor Illig, yes. Carried. A voucher to Steuben County for Workman's Comp and a voucher for stone were the main expenses. In addition, Highway Supt. Gibson is working with Hometown Energy over fuel oil service issues and prices. Councilman White questioned price per gallon for diesel fuel from Griffith Energy. Supervisor Illig stated he will look into the price and get back to her. Councilman Yastremski commented we should receive State bid pricing for diesel fuel.

Councilman White made motion seconded by Councilman Burns to pay Water District #1 Bills in the amount of \$204,585.42 being vouchers No. 20-6 to No. 20-21. Roll call vote: Councilman Tones, yes; Councilman Yastremski, yes; Councilman Burns, yes; Councilman White, yes; Supervisor Illig, yes. Carried. Supervisor Illig pointed out voucher No. 20-14 in the amount of \$193,167.00 to M&T Bank for our annual bond payment for the Water District. Each resident in the Water District pays an EDU tax on their Town and County tax bill that goes toward this payment. There was also a voucher to Steuben County for Workman's Comp for Lauren and Chuck.

The balance sheets and profit & loss reports were available to view. Supervisor Illig reviewed the tax collection process Clerk Giambra undergoes. Once tax revenue

begins to come in after January 1st, she then writes allotted checks to the Town until the tax levy is paid in full, which was paid in full the end of January. Once the Town is paid, she makes payments to the County until she has a tax settlement appointment in April.

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

Clerk Giambra reported the Steuben County tax system is fortunately back up and running. She has collected approx. 2.5 million out of the over \$3 million due in amount billed. There remain 319 unpaid tax bills out of 1706. Collection is on track as previous years. Supervisor Illig noted how busy January is and thanked Clerk Giambra for her time and service. She also commented she received an email in regards to the annual Corning Leadership Conference on April 9, 2020 that she will forward along.

Municipal Services Manager Welch mentioned, along with his report, he is mostly all moved into the Town Hall with the exception of a few items to get rid of in the Ambulance building. He hired an electrician that should be coming this Friday and Saturday to finish up any electrical issues in the new office space. Lauren is going to try and sell any leftover cubicles that we do not have a need for. Within the Dept., as the snow melts, he has sent out several noticeable junk violations.

Supervisor Illig stated he spoke with Assessor Dave Oliver and the Board will have a short executive session at the end of the meeting regarding on-going litigation on an assessed property value.

Highway Superintendent Gibson reported the Dept. has been busy plowing and sanding. They have hauled in most of the stone needed for this years' stone & oil projects with the assistance of the County and the Town of Prattsburgh. They have been trimming trees and cutting dead Ash trees close to the roadways. Highway Supt. Gibson has been working on getting the Dept. enrolled in the Federal Data Base for CDL drivers. The State is mandating this to be able to check CDL driver records. He will be in Albany in 3 weeks attempting to fight for more funding from the State. Lastly, he is suggesting he use CHIPS funding to continue tinning over the cinderblocks for the remaining south end of the Highway Barn for better insulation. The Board agreed.

For the Supervisor report, Supervisor Illig commented the retirement party for Bill Pinckney at the Pulteney Fire Hall on January 25th went very well. There was a great showing with around 150 people at one point in the afternoon. He has since met the new proprietors of Branchport Hardware and seem very nice; however, Bill will be missed by many residents. Also, Supervisor Illig stated he will be out of Town on vacation to Florida next week. Deputy Supervisor, Councilman Yastremski, is available for payroll and if any needs arise.

Councilman White attended a training session sponsored by the Association of Towns in Albany January 15-17, 2020 specialized for newly elected officials. She stated the training was excellent. There is a lot for her to learn but she received plenty of tools and documentation to guide her in being an active knowledgeable member of the Town Board.

Attorney Schlechter will report further under new business and as mentioned there is a need for a brief executive session.

There was not a Planning Board meeting this past Monday the 10th as no current applications were received. If there is a need for a meeting in March, the meeting will not be on the usual second Monday of the month. It will potentially be scheduled for the

following Monday the 16th. Stay tuned. There is not a Zoning Board of Appeals meeting scheduled for February.

Under old business, we are still awaiting a completed survey and maps from McConnell and Muller for the Ambulance building property. Clerk Giambra sent them the necessary information regarding 8 deeds that are attached to the property on October 1, 2019. Due to the amount of paperwork involved, they have not completed the survey. Highway Supt. Gibson spoke with the surveyor this past weekend and is being told within 2 weeks it will be completed....

Regarding the tennis courts, the fencing company came on a few occasions to insert the poles for the tennis net and they placed the pipes around the top of the fence. To finalize, they need to hang the actual fencing and gates. After speaking with the owner, Supervisor Illig is hopeful the project will finally be completed soon as long as the weather cooperates. Highway Supt. Gibson received confirmation to take the old fencing to the scrap yard.

Lastly under old business, it has been reported there remains an Ethics Board appointment to be filled for the term of 5 years. Supervisor Illig commented he thought he would be able to suggest an appointment this evening, however does not have confirmation and will revisit the appointment at the March meeting.

Under new business, we received a proposal from Finger Lakes SPCA for dog shelter services for 2020. Clerk Giambra emailed the proposal to the Board prior to tonight's meeting to review in advance. In July of 2019, we entered into a contract with the SPCA for the remainder of the year. Unfortunately, having an agreement with the SPCA is not necessarily ideal due to hours of operation and expense. DCO Ballam was to look into a new shelter in Wayland/Cohocton that possibly could be a better option for us. At this time, discussions have only been preliminary and we need to have something concrete in place moving forward. The SPCA is proposing an in advance 1-time payment of \$850.00 for the full year of 2020 based on an average of dogs Pulteney has taken to a shelter over the last 4 years @ \$170.00 per dog. DCO Ballam is requesting amending the contract to include a list of contact numbers, hours of operation and allotted drop-off times. Supervisor Illig made motion seconded by Councilman Burns to enter into a contract with the Finger Lakes SPCA for 2020 at a rate of \$850.00/year amending the contract to include DCO admissions information with contact numbers and times. Roll call vote: Councilman Tones, yes; Councilman Yastremski, yes; Councilman Burns, yes; Councilman White, yes; Supervisor Illig, yes. Carried.

Continuing with new business, Supervisor Illig had over the course of the last few months, asked Attorney Schlechter to research the possibility of standardizing hours of operation for Town businesses, specifically wineries, distilleries, and breweries. Clerk Giambra had sent him recent and older special use permits to review. Attorney Schlechter placed a call into the Association of Towns and as of last month was waiting to hear back. They have since provided him with "a stack" of documentation that suggests in moving forward to adopt a Local Law to standardize hours. The Board would need to contact the businesses and be in full communication in regards to any meetings and if a public hearing was to be scheduled. Councilman White asked if there have been complaints or a public outcry? Supervisor Illig responded the businesses have not been abusing any power nor have we received overwhelming complaints; however, he is simply interested in having all special use permits have set standardize hours allowing for

consistent enforcements and regulations. Councilman Yastremski agreed commenting aside from the standardized hours, if a business wanted to have a special event, they could apply for an additional special use permit from the Planning Board to extend the hours specifically for the event. Attorney Schlechter also noted for the Board to be careful in going forward, as he is finding while researching all the information from the Association of Towns, the process will not necessarily be an easy one. He also suggested he contact the State liquor authority to get their thoughts. He will research further to provide additional information to the Board at the March meeting. Clerk Giambra will also provide the Board with the copies of special use permits she had sent to Attorney Schlechter and the Planning Board to review before next month's meeting.

Lastly, under new business, due to the great job Councilman Burns does every year with the Memorial Day celebration, Supervisor Illig is asking her to chair the event again this year. Supervisor Illig made motion seconded by Councilman Burns to chair the Town of Pulteney Memorial Day event. All in favor. Carried. Bookkeeper Welch commented, her son Carter, read a poem at last years event and has received a lot of acknowledgment for his poem. It is great the Town allows and supports the opportunity for younger aged public speaking.

Supervisor Illig noted he and Bookkeeper Welch review the bank statements monthly, but in addition Councilman White is asking to review prior to the meeting.

Supervisor Illig recently spoke with Historian Ray Emery, and in moving forward with him having office space/hours in the Town Hall, he is requesting a new computer/printer/scanner. Clerk Giambra stated she also spoke with him and he is going to work with our IT consultant, Fred Schulte, to see what Fred can provide and set up for Ray. Anything extra that is needed to be purchased will go thru Clerk Giambra to order and not exceed \$500.00 for the Historian office equipment.

Supervisor Illig reiterated there is a need for an executive session as well as a quarterly audit/review, but asked if the public had any comments or questions at this time. Bill Collins was present and asked if the Town was thinking of standardizing hours of operation for ALL businesses, if so, how will they know if they are aware of all the businesses, and how will they contact? Supervisor Illig responded most businesses are ran by the State, therefore the Town would mostly be concerned with standardizing the wineries, breweries, and distilleries hours. With nothing further heard, Supervisor Illig stated all are welcome to stay until after the quarterly review and executive session, however no further business will take place.

After a quarterly audit was successfully reviewed and approved, Supervisor Illig made motion seconded by Councilman Burns to recess the regular meeting and enter into an executive session. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Burns to close the executive session and resume the regular meeting. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Yastremski to authorize Attorney Schlechter to order an appraisal not to exceed \$1500.00 regarding a property in Town under litigation. All in favor. Carried.

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

Meeting adjourned at 8:15 PM.

Erica Giambra, Town Clerk

