

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, June 10, 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.

As expressed at the May Board meeting, Supervisor Illig thanked those in attendance during this difficult time and circumstances. It is noted those in limited attendance wore masks and social distancing was practiced at 6 feet apart.

Bill Weber spoke in memory of a recent Town passing, Willie Saltsman. Bill did not know Willie, however he lived in Pulteney on Gloades Corners Road. He worked as a truck driver for various companies then at Mercury for 17 years. He was 68 years old when he passed. He will be fondly remembered and sadly missed.

Councilman White made motion seconded by Councilman Tones to accept the minutes of the May 13, 2020 regular Board meeting. All in favor. Carried.

Councilman White made motion seconded by Councilman Burns to authorize to pay General Bills in the amount of \$15,806.56 being voucher No. 20-105 and vouchers No. 20-108 to No. 20-128. Roll call vote: Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Councilman White, yes; Supervisor Illig, yes. Carried. Supervisor Illig noted voucher No. 20-105 is for partial payment of the roof replacement as well as voucher No. 20-108 being the final payment. The roof was completed yesterday. Remaining vouchers are overall routine for General this month.

Councilman Yastremski made motion seconded by Councilman Tones to pay Highway Bills in the amount of \$40,759.84 being vouchers No. 20-115 to No. 20-133. Roll call vote: Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Councilman White, yes; Supervisor Illig, yes. Carried. Vouchers No. 20-126 and No. 20-127 to Steuben County D.P.W. are for rental equipment to remove the blacktop from Ford Road. Vouchers for gravel and supplies for stone and oil projects were among the main expenses.

Councilman Burns made motion seconded by Councilman Tones to pay Water District #1 Bills in the amount of \$9,386.36 being vouchers No. 20-45 to No. 20-50. Roll call vote: Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Councilman White, yes; Supervisor Illig, yes. Carried. The main expense being voucher No. 20-59 to the Village of Penn Yan for our water payment fee otherwise minimal routine vouchers.

There are no transfers this month. The balance sheets and profit & loss reports were available to review. Supervisor Illig spoke with County Manager, Jack Wheeler, in regards to sales tax data. Jack did not have an idea if there will be a shortfall this year due to the minimal sales tax income coming in. In the General P&L, currently we are \$48,000 over budget due to this shortage in sales tax income, therefore something we will have to keep an eye on. In the Highway P&L, CHIPS funding has been released in full as of yesterday Highway Supt. Gibson reported, with projects already started using that funding. We will receive an additional \$24,000.00 in winter recovery funding and \$29,000.00 in Pave NY funding. The Water P&L is on track with the following 2 quarters bringing in the most income with seasonal residents at its highest. Meter

replacements and repairs have been costly to the Water budget but should balance out once the quarterly income comes in. Depending how the year ends, will determine water rates for next year.

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

Clerk Giambra reported the annual Town of Pulteney rabies clinic has now been rescheduled for the third time to Thursday, July 30th from 5-7PM. It will still be held at the Town Highway barn on Mill St. The Steuben County Public Health Director will need to approve an action plan prior to the clinic ensuring social distancing, masks, etc. It will be first come first serve, single file, and remain in your car. Owners will be served paperwork to fill out upon arrival. Pets will be vaccinated in the car, unless preferred otherwise. There will be a separate entrance and exit.

Municipal Services Manager Welch commented spring is here with construction projects typical as other years. He is working on 3 major projects of new large homes being built on the lake. He mentioned for the Water Dept, the annual water quality postcards recently got mailed out. Currently, there are no major repairs under works but the Dept. is busy as usual and added 4 new customers.

Highway Supt. Gibson reported the Dept. has been grading roads along with digging out soft spots and fixing. The culverts on Brown and Town Line Roads are finished. There is a pipe on Gay Road that will need replaced next. They have put down dust oil in front of houses on roads that were graded. As stated previously, the CHIPS funding has been released so projects that have been started, as well as projects on hold, can now move forward. Highway Supt. Gibson mentioned recently the Town buried a homeless individual from the County in Glen View cemetery. He expressed his thoughts that residents of the Town, especially with Glen View filling up, should get first rights at burial locations within the cemetery and to not accept homeless burials and if so, mandate cremation burial rather than full burial. It raises the question of our long-standing inexpensive cemetery prices. Currently, as have been for decades, prices are as follows: Plots-\$100.00, Full Burial- \$200.00, and Cremation Burial- \$50.00. Supervisor Illig, Clerk Giambra, and Highway Supt. Gibson will research prices of surrounding Towns and Associations and make a recommendation to the Board at the July meeting. Lastly, Highway Supt. Gibson commented there are dead trees at the end of the Town Hall driveway and asked if the Board would like the Dept. to cut down. The Board agreed.

For the Justice report, Clerk Giambra noted there were 3 months-worth of financial reports due to Covid-19 and the Town Court being closed. Clerical work and submitting reports to the Comptroller were not allowed. Those Court functions are now allowed, however in person Court cases are still not being heard and are adjourned at least until after July 31, 2020. Any essential/emergency matters are being handled at a centralized location in Steuben County. Judge Benedict is up for re-election this November, and has expressed her desire and willingness to run for another term. Supervisor Illig stated the Pulteney Democratic party will need to schedule a caucus in the near future.

Supervisor Illig had asked Bookkeeper Welch to research with Five Star Bank what the longest term we could secure in purchasing a new grader. To purchase a \$300,000.00 grader, the longest term would be a 6-year repayment schedule at \$50,000.00 per year. Supervisor Illig stated the Board can research further if needed

down the road. Highway Supt. Gibson recommended they seriously consider this fall when discussing the 2021 budget. The Board will plan to revisit the discussion at that time. Supervisor Illig continued stating with entering Phase 3, indoor dining, wineries, breweries, etc. being allowed to reopen, is good news for the Town, particularly the seasonal restaurants on the lake. Councilman Tones mentioned Point of the Bluff winery is still only opened to outside service at this point. It is at the discretion of the winery of allowing indoor service with Phase 3. Since they are a smaller winery with limited indoor space, they are continuing with strictly an outdoor policy. Supervisor Illig announced and congratulated Councilman Burns on her retirement last Friday. She intends to stay in Pulteney and continue her term on the Pulteney Town Board. Congrats Kathy! Supervisor Illig commented he and Clerk Giambra have received positive input and compliments regarding the new tennis/pickle ball court. It is getting good use with much appreciation for the court and gorgeous view.

Attorney Schlechter reported the pending tax assessment litigation for a property on the lake has been finalized.

There was a Planning Board meeting held this past Monday, June 8th with 2 subdivision hearings heard and approved. There was a special use permit application reviewed with a hearing scheduled for July 13th at 7PM. A quorum of the Planning Board was present and all went smoothly with masks and social distancing practiced. Lauren stated he has 3 pending applications for the Zoning Board of Appeals and is hopeful for a July meeting/hearing.

Regarding the ambulance building transfer, the process has taken a long time, however the survey maps are officially filed with the County Clerk's Office. Lauren reported utilities have been transferred to the Fire Dept. Attorney Schlechter is in need of an abstract and signatures to finalize the transfer.

Under new business, grievance day was held May 28th from 4-6PM and 7-9PM at the Town Hall. Supervisor Illig asked Assessor Oliver for a report, however didn't receive in time of tonight's meeting but will get and send to the Board. Assessor Oliver did relay there were only 3 grievance appearances and all went smoothly. As always, Dave and the BAR did a great job and we thank them for their service.

Continuing with new business, with the phases in New York State continuing to reopen, Clerk Giambra and Supervisor Illig wanted to schedule a reopening of the Town Hall offices, specifically the Town Clerk's Office. During the Town Hall closure, Bookkeeper Welch and Clerk Giambra have been scheduling days and times to ensure they were not in the office at the same time. Lauren, Chuck, and Dave have worked their own schedules out as well. In moving forward, Clerk Giambra and Chuck designed a plexi glass partition to go on top of the half door going into the Clerk's Office. Hand sanitizer, masks, and a 6ft line in the hallway will all be placed where needed. Councilman Burns made motion seconded by Councilman White to reopen the Town Hall Offices for regular business hours effective June 15, 2020, with the necessary precautions in place. All in favor. Carried. Supervisor Illig wanted to again thank all the employees for their flexibility and impressive service they have been able to provide throughout the last 3 tumultuous months.

Last meeting, Kayla Halbert was present, and proposed to the Town Board establishing a farmer's market on Town property this summer. Since Attorney Schlechter was not present at the May meeting, Supervisor Illig contacted him with

Kayla's proposal. There were several questions and concerns Attorney Schlechter formulated in an email that was sent to the Board and printed for the meeting this evening. Supervisor Illig suggested going through the email addressing each concern. It was discussed that the Town would not manage the market, Kayla as a DBA (Doing Business As) would manage and would decide the rules and regulations for vendors to abide by. She spoke with Ag & Markets and she would not need to apply for a permit, however she would need to apply for market designation. Attorney Schlechter stated there would need to be a formal agreement between the Town of Pulteney and the DBA, in addition vendors would need to be able to provide certificates of insurance. It would be up to the Town to decide the minimum amount required in liability for certificates of insurance. The Board is requesting a business plan and list of vendor criteria the DBA would be requesting, in writing prior to the Town approving. There are also safety concerns and limitations due to Covid-19 that still need addressed. Due to this proposal being so early on in the process, the continuing Covid-19 pandemic, and a formal written plan is not known at this time, it was agreed upon by the Board and Kayla the proposal is not realistic for 2020 but in moving forward, keep the discussion open to try for summer of 2021. Kayla will formulate a specific plan in writing, while Attorney Schlechter will look to other Towns and Cornell Co-op for sample agreements to follow. The Board is favorable to the idea and hopefully we can make work for next year!

Supervisor Illig stated there is a need for an executive session and for the Board to perform a quarterly audit/review, but asked if the public had any comments or questions at this time.

With nothing 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 adjourn the regular meeting. All in favor. Carried.

Meeting adjourned at 8:25 PM.

Erica Giambra, Town Clerk

