

Supervisor Mark Illig called the year end meeting of the Pulteney Town Board to order at 3:15 PM on Wednesday, December 29, 2021, at the Pulteney Town Hall.

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

The balance sheets and profit & loss reports were available to review. There are transfers in all 3 accounts this month.

2021
BUDGET
TRANSFERS

12/29

GENERAL				
GENE RAL	Increase Budget Line	Amount	Decrease Budget Line	Amount
	A1670.42 - Postage	\$ 1,150.00	A3510.4 - DCO Contr Exp	1,150.00
	A1670.44 - Computer	\$ 150.00	A1410.4 - Clerk Cont Exp	150.00
	A3620.4 - Bldg Insp Cont Exp	\$ 20.00	A1450.4 - Elec Cont Exp	20.00
	A5182.4 - Street Lights	\$ 500.00	A1420.1 - Atty Pers Svc	500.00
	A9040.8 - Workman's Comp	\$ 100.00	A1355.4 - Assessor Contr Exp	100.00
	A9060.8 - Union Ins	\$ 500.00	A8020.1 - PB/ZBA - Pers Svcs	500.00
	To tal	\$2,420.00	To tal	\$2,420.00

HIGHWAY				
HIGHW AY	Increase Budget Line	Amount	Decrease Budget Line	Amount
	D5110.1 - Gen Pers Svcs	\$ 1,300.00	D5140.1 - Bushes Pers Svcs	1,300.00
	D5130.1 - Bridges Pers Svcs	\$ 850.00	D5132.45 - Heating	850.00
	D5130.2 - Equipment	\$ 3,025.00	D5142.1 - Snow Pers Svcs	3,025.00
	D5132.41 - Telephone	\$ 100.00	D5132.45 - Heating	100.00
	D5132.44 - Electricity	\$ 150.00	D5132.45 - Heating	150.00
	To tal	\$5,425.00	To tal	\$5,425.00

WATER		Decrease Budget		
R	Increase Budget Line	Amount	Line	Amount
	SW8310.8 - Meter Replacement	\$450.00	SW8310.7 - Emergency Repair	\$450.00
	SW8340.6 - Cost of Water	\$450.00	SW8340.5 - PY Capital Account	\$450.00
		<u>To tal</u>		<u>To tal</u>
		\$900.00		\$900.00

Councilman Yastremski made motion seconded by Councilman Tones to approve the General Account transfer of \$2,420.00. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried.

Councilman Yastremski made motion seconded by Councilman Tones to approve the Highway Account transfer of \$5,425.00. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried.

Councilman Yastremski made motion seconded by Councilman Tones to approve the Water Account transfer of \$900.00. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried.

Councilman White questioned about final payroll which Supervisor Illig stated checks were cut last week.

Councilman White made motion seconded by Councilman Burns to authorize to pay General Bills in the amount of \$3,716.14 being vouchers No. 21-235 to No. 21-247. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. Supervisor Illig pointed out voucher No. 21-247 to B&B Tree Service which had been previously discussed regarding a tree in Glen View cemetery that needed cut down.

Councilman Burns made motion seconded by Councilman Tones to pay Highway Bills in the amount of \$81,310.01 being vouchers No. 21-217 to No. 21-228. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. The most expensive voucher being for the payment on the 2018 Peterbilt we have leased through Five Star. We have one final installment next year and will be paid off. The other expensive voucher, again to Five Star, is the final payment for the roller. At this time, Supervisor Illig advised the Board that Highway worker, Wade Hilton, was injured several weeks ago in a non-work-related accident and as a result has a broken foot. Unfortunately, he is not able to be brought back to work on "light-duty" therefore he is awaiting approval from his doctor to return. Supervisor Illig explained he is receiving disability insurance currently, however the amount is quite minimal compared to his normal pay and he is still required to pay union dues and his portion of health insurance each payroll. Supervisor Illig is proposing to the Board for the Town to pay this month for these expenses which total \$271.00. Councilman Burns asked if he could use his sick time? Supervisor Illig replied he has already exhausted that option. Councilman White asked if they approve this proposal, would it start a precedence in the future for all employees? Supervisor Illig suggested it would not start a precedence and each situation would be different with the Board taking action or not as needed. After discussing, the Board agreed to make this

one-time payment to Wade Hilton for his contributions to union dues and insurance. Supervisor Illig thanked the Board and relayed, as the situation continues, it will be addressed month to month.

Councilman Yastremski made motion seconded by Councilman White to pay Water District #1 Bills in the amount of \$13,361.18 being vouchers No. 21-113 to No. 21-119. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. The main expense being the contractual water payment to the Village of Penn Yan. As mentioned at the December meeting, former Water Operator Ken Forenz had submitted to the Board a list of invoices that he has been getting charged for on his credit card since 2014 through 10/2021 for an annual remote access water software program. The Board agreed he provided sufficient documentation and that he should be reimbursed. After Bookkeeper Welch reviewed the documentation, she discovered he was in fact reimbursed for 1 month in 2014, therefore she amended the voucher to the appropriate amount. Other vouchers included, consulting for an emergency repair that ended up being at the Town Hall due to a water leak from a hose that was left on near the playground.

Supervisor Illig commented he believes the Town is in good shape moving into 2022. The Board made progress this year especially with the help of under budgeting sales tax and mortgage tax. Also, this year there were no major expenses i.e., tennis courts, Town Hall offices, etc. to contend with. The fund balances for all 3 accounts will be reflected into the P & L statements at the beginning of the year, whereas Councilman White noted they are not reflected currently.

Councilman White questioned issues with transfers and timely deposits within the major financial accounts. Supervisor Illig stated he and Bookkeeper Welch discussed, addressed, and rectified agreeing that larger balances need to be kept within certain checking accounts moving forward.

Highway Supt. Gibson asked about the ongoing issue with street light outages not yet fixed that were reported months ago. Bookkeeper Welch has made several attempts to contact NYSEG and explained the process noting that both the address and lot # of the outage is needed. It was agreed Supervisor Illig will attempt to contact to see if any progress can be made.

With nothing further heard, Supervisor Illig stated there is the 3rd quarter audit of financials that must be performed by the Board as well as a need for an executive session.

Once the quarterly audit was successfully completed and the Board signed off on, Councilman White 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 Tones to resume the regular meeting. All in favor. Carried.

Councilman Yastremski made motion seconded by Councilman Burns to adjourn the regular meeting. All in favor. Carried.

Meeting adjourned at 4:05PM.

Erica Giambra, Town Clerk

