

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, December 12, 2018, at the Pulteney Town Hall with the Pledge of Allegiance.

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

Bill Weber took a moment of reflection to speak of the recent passing of Roger Steele at 89 years old. Roger was a neighbor of Bill's on Stone Point and the father of 5 children. He was a hard-working developer at Rhinehart Sand & Gravel in Corning. He will be fondly remembered and sadly missed.

Supervisor Illig pointed out Attorney Prossick could not be here this evening, however she has ordered an abstract of title for the Ambulance building. She will update the Board of the results in January. Until all details and full disclosure of the property and deed are known, no action will be taken.

Councilman Goodwin made motion seconded by Councilman Musso to accept the minutes of the November 14, 2018 regular Board meeting. All in favor. Carried.

Supervisor Illig stated there are no transfers this month.

Councilman Burns made motion seconded by Councilman Yastremski to pay General Bills in the amount of \$6,546.30 being vouchers No. 18-216 to No. 18-232. Roll call vote: Councilman Goodwin, yes; Councilman Musso, yes; Councilman Yastremski, yes; Councilman Burns, yes; Supervisor Illig, yes. Carried. Supervisor Illig noted vouchers for mileage reimbursement otherwise the remaining vouchers were overall routine.

Councilman Yastremski made motion seconded by Councilman Musso to pay Highway Bills in the amount of \$78,705.43 being voucher No. 18-230 and vouchers No. 18-231 to No. 18-252. Roll call vote: Councilman Goodwin, yes; Councilman Musso, yes; Councilman Yastremski, yes; Councilman Burns, yes; Supervisor Illig, yes. Carried. The main expenses for Highway this month were the final installment payment for the 2017 Peterbilt Highway truck for \$31,283.84 and the first installment payment for the 2018 Peterbilt Highway truck for \$30,800.00. Both were expected payments and budgeted accordingly.

Councilman Goodwin made motion seconded by Councilman Burns to pay Water District #1 Bills in the amount of \$8,042.23 being vouchers No. 18-124 to No. 18-138. Roll call vote: Councilman Goodwin, yes; Councilman Musso, yes; Councilman Yastremski, yes; Councilman Burns, yes; Supervisor Illig, yes. Carried. Vouchers were overall routine for the Water District, including the contractual payment to the Village of Penn Yan for water.

Balance sheets and profit & loss reports were available to view. Supervisor Illig stated he is watching the accounts closely as we near the end of the year. For the Highway Account, we are still awaiting the CHIPS reimbursement. In January, the Board and Highway Supt. Gibson will review funds as the Highway Dept. is expected, as budgeted, to purchase a spare truck and possibly a new roller. The General Account will be close but looks in good shape overall for 2019. The Water District Account is also in good shape and should come in even. Supervisor Illig noted the importance as the Water

Account is separate from the General and Highway and does not have the ability to transfer funds to and from.

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

Municipal Services Manager Welch stated the Dept. is busy as usual, however seasonally nice and quiet on the lake. He is trying to get year-end inspections caught up.

Water Operator Dluzak has been busy replacing meters and curb stops at their 10-year max lifetime. The Dept of Health dropped in today to conduct random water testing.

Highway Superintendent Gibson reported he is in the process of putting together quotes and packages on rollers from George & Swede. The Dept. has been plowing and sanding, including hauling in sand. They also hauled in more stone for next year's projects.

Councilman Goodwin asked what the procedure was for local businesses to be added to one of the four Town of Pulteney signs located as you are coming into Town. He stated Point of the Bluff Winery is interested and Clerk Giambra mentioned Steuben Brewery has also expressed interest. Top Dog Studio designed the signs and Clerk Giambra will contact to confirm price and procedure.

Supervisor Illig reported the Planning Board had a meeting this past Monday with 1 sub-division hearing that was approved. So far, there are no applications to review for January. There will not be a need for a ZBA meeting in December.

Under old business, regarding the Ambulance building update, as reported earlier Attorney Prossick will report the findings of the abstract of title at the January meeting and any action is on hold at this time.

Supervisor Illig stated the first major project of the new year is to determine a plan, including funding, and make a proposal regarding the future of the tennis courts. Stay tuned.

Continuing with old business, a reminder the 4th annual Town of Pulteney Christmas luncheon is tomorrow December 13th noon at the Fire Hall.

Under new business, typically at the end of the year there is a need for various Board re-appointments due to terms expiring. Clerk Giambra has confirmed the following members agree to be re-appointed. Supervisor Illig made motion seconded by Councilman Burns to re-appoint: Zoning Board of Appeals Jan Stone (1/1/19-12/31/23); Planning Board Jim Howitt (1/1/19-12/31/25); and Board of Assessment Appeals Gaylyne Smith (10/1/18-9/30/23). All in favor. Carried.

Supervisor Illig reported, after discussing with Fire Chief Dan Radigan, the Town & EMS/Ambulance service inter-municipal agreement had expired and is necessary to renew at this time. This is a required contract that involves the formation of the Ambulance District within the Fire District in the Town of Pulteney. The contract is proposed to be in effect 1/1/19-12/31/21. Supervisor Illig noted on the second page of the contract is a "Schedule A". Set by the Fire District, this is the amount taxed to Pulteney residents. For 2019-2021 the amount has been established at \$10,124.00. After the rate is individually determined, it is listed as a separate amount but included within the Town and County taxes. Supervisor Illig made motion seconded by Councilman Yastremski to re-enter into the inter-municipal agreement with the Pulteney Fire District for EMS & Ambulance services effective January 1, 2019 to December 31, 2021. All in favor. Carried.

Continuing with new business, 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. In addition, Councilman Musso made motion seconded by Councilman Goodwin to adopt the following Resolution:

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 12, 2018 Town of Pulteney regular Board meeting, the Town Justice financial records and dockets, for the calendar year ending 2018 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 Goodwin, yes; Councilman Musso, yes; Councilman Yastremski, yes; Councilman Burns, yes; Supervisor Illig, yes. Carried.

Adopted the twelfth day of December, 2018, at a meeting of the Town Board of the Town of Pulteney.

Lastly on the agenda, the Board needs to schedule a year end meeting to transfer funds and pay any remaining bills. The Board agreed to schedule a year end special meeting Wednesday, December 26th at 5PM. Clerk Giambra will post notices as needed.

At this time, Supervisor Illig commented what a good year it was thanking and stating how proud he is of the Board and Town employees for their services. Overall feedback from residents is positive and speaks volumes to the operations and services provided from the Town. Merry Christmas and thank you again.

With no need for an executive session, Supervisor Illig asked if the public had any comments or questions. Town resident Carolyn Kenjarski questioned with the new requirements in paperwork with the STAR program, if Assessor Oliver will have secured locked storage to protect from the possibility of identity theft. Along with the tax form, there are now additional requirements regarding household social security numbers. Supervisor Illig remarked it is an excellent question and as a municipality we are responsible to ensure all proper security measures are taken. All files are currently in a secured location and when Assessor Oliver moves into the Town Hall, the Board will certainly maintain that all necessary measures are taken in regards to records and security as they are now.

With nothing further heard, Councilman Burns made motion seconded by Councilman Musso to adjourn the meeting. All in favor. Carried.

Meeting adjourned at 7:38 PM.

Town Clerk