

Supervisor Mark Illig called the organizational meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, January 8, 2020, at the Pulteney Town Hall with the Pledge of Allegiance.

At this time, Supervisor Illig asked Clerk Giambra to administer an oath of office and swear in Councilman Elizabeth White, Councilman Tammy Tones, Highway Supt. Terry Gibson and himself. Supervisor Illig welcomed Councilman White and Councilman Tones and is looking forward to their fresh perspectives. He noted if either wish to interject with any questions throughout the meeting to please do so.

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

Bill Weber took a moment of reflection to speak of the recent passing of Pauline Boyechko. Bill commented Pauline and her husband Steve lived next door to fellow Ukrainian, Myron Baran in Town. Sadly, she became disabled and wheelchair bound while Steve developed dementia. They moved into the Homestead in Penn Yan. She passed at 97 years old. She will be fondly remembered and sadly missed.

Supervisor Illig made motion seconded by Councilman Yastremski designating the second Wednesday of the month at 7:00 PM as the regular Town Board meeting night. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Tones to accept The Public Officials Blanket bonding of all necessary Town employees to be in effect for the year 2020. Said coverage is with the Travelers Casualty and Surety Co. of America with Sprague Insurance Company as agent for bonding of all employees \$50,000 each and additional bonding on Supervisor and Deputy Supervisor- \$50,000; Town Clerk/Tax Collector- \$150,000; Bookkeeper- \$100,000; and Town Justice- \$75,000. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Yastremski consenting to the temporary assignment of the Town of Pulteney Justice to preside in other Town/Village courts in the Seventh Judicial District as need arises during the year 2020 and approve the temporary assignment of Judges from other Town/Village courts in the Seventh Judicial District to its court as need arises during the year 2020. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Yastremski to accept the following Board Appointments:

BOARD APPOINTMENTS:

<u>-WATER PLANT OPERATOR</u>	Chuck Dluzak
<u>-MUNICIPAL SERVICE MANAGER</u>	Lauren Welch
<u>-DOG CONTROL OFFICER</u>	John Ballam
<u>-DEPUTY DOG CONTROL OFFICER</u>	Sherri Ballam
<u>-RECORDS MANAGEMENT & ACCESS OFFICER & REGISTRAR OF VITAL STATISTICS</u>	Erica Giambra

-DEPUTY TOWN CLERK/
 DEPUTY REGISTRAR OF
VITAL STATISTICS
 -CEMETERY REGISTRAR
 -HISTORIAN
 -HEALTH OFFICER
 -TOWN ATTORNEY
 -WEBMASTER
 -COMPUTER CONSULTANT
 -NECROLOGIST

Donna Conley
 Donna Conley
 Ray Emery
 Janet Stone
 Mark Schlechter, Esq.
 Don Radigan
 Fred Schulte
 Bill Weber

All in favor. Carried. Supervisor Illig noted he has spoken with the individuals above and all have agreed to the appointments. With the new office renovation, Historian Ray Emery, will be more accessible and be able to have regular office hours.

Supervisor Illig made motion seconded by Councilman White to designate the official legal newspaper as the Corning Leader, in addition continue to publish in the Courier Advocate and the Southern Tier Shopper. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Tones to designate Five Star Bank as the official bank the Town will continue to use. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Yastremski to accept the 2020 IRS standard \$.58 per mile to reimburse Town employees. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman White to approve the following Town of Pulteney 2020 pay schedule:

Bi-Weekly: Highway

Deputy HWY Supt.:	Jason Tears
MEO	James Sprague
MEO	Tim Cheney
MEO	Wade Hilton

Bi-Weekly: General

Town Clerk	Erica Giambra
Bookkeeper	Rebecca Welch
Highway Supt.	Terry Gibson
Municipal Svcs Mgr	Lauren Welch

Bi-Weekly: Water

Water Operator Supt.	Lauren Welch
Water Operator	Chuck Dluzak

Monthly: General

Supervisor	Mark Illig
Justice	Mary Hope Benedict
Court Clerk	Erica Giambra
Assessor	David Oliver

Quarterly: General

Councilman	Kathy Burns
Councilman	Elizabeth White
Councilman	Mike Yastremski

Councilman	Tammy Tones
Water Clerk	Erica Giambra
DCO	John Ballam
Historian	Ray Emery
Annual: General	
Registrar of Vital Stats	Erica Giambra
Deputy Town Clerk/Registrar & Cemetery Registrar	Donna Conley
Health Officer	Janet Stone
Board of Assessment Review	Voucher (Paid in June)

All in favor. Carried.

Supervisor Illig made motion seconded by Councilman White to authorize the petty cash fund for the Town Clerk/Tax Collector of \$100.00. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Tones to authorize the petty cash fund for the Town Justice/Court Clerk of \$100.00. All in favor. Carried.

Supervisor Illig made motion seconded by Councilman White to approve the following:

SUPERVISOR APPOINTMENTS:

DEPUTY- Councilman Yastremski
 BOOKKEEPER- Rebecca Welch
 KWIC/KLOC ALTERNATE- Councilman White

All in favor. Carried.

Supervisor Illig made motion seconded by Councilman Tones to approve the following:

COMMITTEE APPOINTMENTS:

RECREATION- Councilman Burns
 WATER- Councilman White & Councilman Tones
 AGRICULTURE- Councilman Yastremski
 DEVELOPMENT- Supervisor Illig
 COMMUNITY GARDEN- Councilman Burns

All in favor. Carried. Supervisor Illig commented the committee appointments are if the need arose for the Board to take action on an issue, the committees would make a recommendation of how to proceed.

Supervisor Illig made motion seconded by Councilman Yastremski to accept Highway Superintendent Gibson's appointment for Highway Supt. Deputy Jason Tears. All in favor. Carried.

Supervisor Illig announced the Town of Pulteney Investment Policy is on file and can be reviewed at any time for 2020.

Supervisor Illig stated the dog shelter and mowing contracts will be discussed under new business.

Supervisor Illig made motion seconded by Councilman Yastremski to renew Gordon Lanphere's security guard contract for the Town Court/Town Hall. All in favor. Carried.

At this time, Supervisor Illig called the regular meeting of the Pulteney Town Board to order.

Councilman Yastremski made motion seconded by Councilman White to accept the minutes of the December 11, 2019 regular Board meeting. All in favor. Carried.

The balance sheets and profit & loss reports were available to view. Supervisor Illig explained the process of the profit & loss budget vs. actual statements. Councilman White asked why there was a -298.00 for income in January showing? Bookkeeper Welch explained this was due to a clearing account for the Court where she has to make an adjustment and a journal entry each month as to what portion of income gets sent to the State.

Councilman Yastremski made motion seconded by Councilman Tones to authorize to pay General Bills in the amount of \$36,589.95 being vouchers No. 19-236, No. 19-250 to No. 19-254, and No. 20-1 to No. 20-19. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. Supervisor Illig commented the main expense for General this month was a voucher to The Keller Group for our 2020 annual insurance premium.

Councilman Tones made motion seconded by Councilman White to pay Highway Bills in the amount of \$25,597.88 being vouchers No. 19-82 to No. 19-84, No. 19-245 to No. 19-254, and No. 20-1 to No. 20-17. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. The voucher for NYS Retirement was the main expense. Councilman Yastremski questioned if the voucher to Scott's Tire and Repair was for all 6 of the tires for the Dodge dump truck. Highway Supt. Gibson confirmed all 6.

Councilman White made motion seconded by Councilman Yastremski to pay Water District #1 Bills in the amount of \$10,805.59 being vouchers No. 19-63 to No. 19-64, No. 19-146 to No. 149, and No. 20-1 to No. 20-5. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. Supervisor Illig pointed out voucher No. 19-146 to Friendly Dodge for the trade-in truck payment of \$3,579.40. Other vouchers mentioned were No. 20-2 for meter replacements and No. 20-3 to Lauren for partial salary of Water District Supervisor.

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

Clerk Giambra reported the Steuben County tax system has been down since December 28, 2019 due to a firewall issue. She has not been able to input any payments nor print any reports within the County system, however in the 8 days into tax collection, according to bank reports, she has received approx. \$275,000 out of the over \$3 million due in amount billed. She is hopeful the County system will be repaired and working ASAP.

Municipal Services Manager Welch commented, along with his report, he is working between offices with the transition in moving but can mostly function here in the Town Hall now. He is looking to hire some extra help to finish up the move and cubicle set up. Within the Dept., construction is continuing, however due to the weather has been slow.

Supervisor Illig stated he spoke with Assessor Dave Oliver and he also has been affected by the County system being down. Dave mentioned he is still in the process of applying for a records management grant for the new office space in the Town Hall. He is applying in hopes to purchase fire proof filing cabinets among other necessary document retention storage.

Highway Superintendent Gibson reported the Dept. has been busy hauling in sand. Mysteriously, the grader is now working. After switching out the computer control unit again, it is now up and running for the time being. In the meantime, Highway Supt. Gibson met with a John Deere rep and was given a quote of \$300,000.000 for a new grader. Fortunately, we have an operable grader currently, however the Board is officially on notice that if something happens and stops working, a new grader will potentially need to be purchased. Lastly, he reported the flip flop weather has taken a toll on the roads. They will repair as best they can until spring.

For the Supervisor report, Supervisor Illig commented he is pleased to be Supervisor for another term and thanked the voters of Pulteney. Also, he reported how impressed he was with CPE Interlink, the phone installation company Clerk Giambra scheduled to install the new phone system. Supervisor Illig noted it was so refreshing to have such a highly professional vendor to work with. The installation and training went smoothly and we coordinated with Empire Access to ensure all networks are in place. We were also able to terminate a few phone lines for cost saving measures now that we have a functioning business phone system.

Attorney Schlechter stated he is continuing to look into special use permits the Planning Board has approved to possibly standardize hours of operation as discussed previously. He has a call into the Association of Towns and will report back after speaking with them. He met with Assessor Oliver again in regards to the pending litigation and is waiting on an appraisal report to see how to proceed.

Clerk Giambra reported she spoke with the webmaster and the previous issues with the website appear to be due to a browser malfunction. She can now post updates and notices on the front page again and continue posting agendas and minutes once approved.

There is a Planning Board meeting scheduled for this Monday the 13th with (1) scheduled sub-division hearing. The Planning Board will also review the proposed lighting regulations and discuss further. There is not a Zoning Board of Appeals meeting scheduled for January.

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. Hopefully by the February meeting more to report....

Regarding the tennis courts, we continue to wait for the fencing to be completed. He has spoken with the owner and they are scheduled to come as soon as the weather allows. They are expected to come within the next week. Stay tuned.

Under new business, we need to have a dog shelter contract in effect for 2020. In July of 2019, we entered into a contract with the SPCA in Bath for the remainder of the year. Unfortunately, having an agreement with the SPCA is not ideal due to hours of operation and expense. DCO Ballam is looking into a new shelter in Wayland/Cohocton that possibly could be a better option for us. He will report back at the February meeting.

Continuing with new business, although it is winter, it is time to think of spring and the upcoming mowing season. Supervisor Illig commented the mowing service used for 2018 and 2019 did an outstanding job and has agreed to do the same work at the same price for 2020. The contract rate was made at \$6600.00 therefore the Board does not

have to place out for bid if they choose not to. Supervisor Illig made motion seconded by Councilman Tones to continue the mowing contract with the same contractor for 2020 at a rate of \$6600.00. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried.

As mentioned last month, there remains an Ethics Board appointment to be filled for the term of 5 years. Supervisor Illig stated the Board is open to nominations prior to the February meeting, otherwise he will seek and suggest an appointment to the Board next month.

Lastly, under new business, Supervisor Illig reported Bill Pinckney, owner of Branchport Hardware, is retiring and selling the business. He closes on the business tomorrow and friends and neighbors have formulated a retirement party in his honor. It will be held January 25th at the Pulteney Fire Hall from 1-4PM. Supervisor Illig made motion seconded by Councilman Yastremski to adopt the following Proclamation:

In recognition of his outstanding service, be it resolved that January 25, 2020 is hereby declared: “Bill Pinckney Day” in Town of Pulteney, Steuben County, New York.

- **Whereas, Branchport Hardware has served our community for many years and Bill has assisted our residents with their household projects and;**
- **Whereas, due to Bill’s professional knowledge of the hardware business and his friendly manner and interest in our residents and their projects, we therefore express our best wishes to Bill upon his well-earned retirement from Branchport Hardware.**

All in favor. Carried.

With no need for an executive session, Supervisor Illig asked if the public had any comments or questions. Nancy Cole was present and wanted to congratulate the re-elected and new members of the Board. She looks forward to the vision ahead in 2020. Joe Sheehy noted he saw an ad in the Shopper in reference to wind turbines and the formulation of a committee in Prattsburgh. He asked what the Town of Pulteney is doing in regards to wind turbines? Supervisor Illig, along with Lauren, stated the Town has not been contacted by any parties interested in pursuing. In Pulteney, we do not have the wind nor favoring areas that would make turbines worthwhile. With nothing further heard, Supervisor Illig made motion seconded by Councilman Yastremski to adjourn the meeting. All in favor. Carried.

Meeting adjourned at 8:10 PM.

Town Clerk

