

Supervisor Mark Illig called the regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, September 8, 2021, at the Pulteney Town Hall with the Pledge of Allegiance.

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

Bill Weber took a moment to speak of the recent passing of Frank Darrin Sr. who passed at 92 years old. Frank was a 20-year Veteran serving in the Korean and Vietnam Wars. He currently was living in Kentucky, however resided in Pulteney for many years and was a member of the Pulteney Fire Co. where a celebration of life was held following his burial in Glen View Cemetery. Frank will be fondly remembered and sadly missed.

At this time, Supervisor Illig introduced Steuben County Legislator Mike Hanna and guest speaker Sheriff Jim Allard who came to present an overview of the Sheriff's Dept. along with on-going positive changes and updates. Sheriff Allard hit on many key areas of need that he has been addressing since he started as Sheriff 5 years ago. These areas and challenges include: Addiction/Mental Health-DWI enforcement and crackdown, Steuben County Mental Health interdisciplinary team working with inmates; EMS services-30 Correction Officers have been cross trained as certified EMS allowing for lives to be saved as they await an ambulance; Arson-the Dept. has hired 5 investigators that are present at every fire and arson in the County; Evidence Collection-the Dept. now has a forensic evidence team on hand that has provided significant advancement. Evidence technicians, cross training correction officers, along with drones, and the K9 unit, have mostly been provided through grant use and donations. Under the police reform, the Dept. was able to secure a grant from Corning Inc. allowing all agencies (except NYSP) in Steuben County to wear an axon body camera. Sheriff Allard relayed, along with the support of the legislature, there is a great working relationship with the surrounding Counties. There are currently 170 employees hired by the Sheriff's Office. For an agency that is the lowest full-time paid in the County, the Dept. has been able to add 8 deputies and 1 ½ investigators. Many have taken a pay cut to come and work under Sheriff Allard. The core values and vision of the Dept. make the agency an attractive place to work as their service is appreciated and are able to wear many hats as opposed to elsewhere, they might not necessarily have that opportunity. Sheriff Allard was hoping to increase the boat patrol days/hours, however that was not approved into the County budget. Boat patrol currently is 8 hours day/4 days week at \$25,000.00 whereas he was hoping for 16 hours day/7 days week throughout summer costing \$45,000.00. Within the next three years, there will be a 911 upgrade involving a County wide records management system upgrade that all agencies will have access to the same emergency information. Lastly, Sheriff Allard wanted to mention a few outreach programs including: the SPCA/Humane Society where female inmates rehabilitated dogs involved in animal cruelty in a 6-8 week program with 100% being adopted out. Another program established a few years ago, started a garden for the inmates teaching self-sustaining tools. Half the produce grown returns to the jail and the other half is donated to the food bank. The Board thanked Sheriff Allard for his positive, uplifting work as well as his continued service to public safety. The Board also thanked Legislator Hanna for his work and service. Listed on the agenda under old business, Supervisor Illig asked

Legislator Hanna if he had an update on the Nichols property the Town is hoping to eventually use for parking for residents on the lake road? It is Mike's understanding the property is still under remediation with the DEC, however he will get the most recent status check and report back to Supervisor Illig.

Councilman White made motion seconded by Councilman Burns to accept the minutes of the August 11, 2021 regular Board meeting. All in favor. Carried.

The balance sheets and profit & loss reports were available to review.

There are necessary transfers/line-item adjustments to be made this month within the General and Water Accounts. Councilman Tones made motion seconded by Councilman White to approve the following transfers:

2021
BUDGET
TRANSFERS

09/08/21

GENERAL	Increase Budget Line	Amount	Decrease Budget Line	Amount
	A1450.1 - Personal Services		A1450.4 - Contractual	
	- Elections	\$ 650.00	Expenses - Elections	\$650.00
	A1620.42 -		A1620.4 - Contractual	
	Repair/Maintenance	\$1,000.00	Expenses - Bldgs.	\$1,000.00
	A1620.50 - Community		A1620.51 - Contingency	
	Garden	\$2,300.00		\$2,300.00
	A1670.43 -		A1670.41 - Ofc. Supplies	
	Advertising	\$ 500.00		\$500.00
	A1670.44 - Computer	\$ 300.00	A1670.41 - Ofc. Supplies	\$300.00
	A7310.2 - Playground			
	Equipment	\$5,000.00	A1620.51 - Contingency	\$5,000.00
	Total	\$9,750.00	Total	\$9,750.00

HIGHWAY	Increase Budget Line	Amount	Decrease Budget Line	Amount
	NO ADJUSTMENTS			
	Total	\$0.00	Total	\$0.00

WATER	Increase Budget Line	Amount	Decrease Budget Line	Amount
	SW8330.41 - Chlor		SW8330.44 - Test	
	Master	\$500.00	TTHN/HAA5	\$500.00
	SW8340.7 - Jerusalem		SW8340.6 - Cost of Water	
	Transfer	\$620.00		\$620.00

Total	<u>\$1,120.00</u>	Total	<u>\$1,120.00</u>
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Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried.

Councilman White made motion seconded by Councilman Tones to authorize to pay General Bills in the amount of \$5,130.43 being vouchers No. 21-162 to No. 21-176. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. Supervisor Illig noted vouchers are overall routine this month for General.

Councilman Burns made motion seconded by Councilman Tones to pay Highway Bills in the amount of \$214,115.90 being vouchers No. 21-138 to No. 21-153. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. As seen in the vouchers, Supervisor Illig commented the Dept. has been busy with major roadwork with a good portion being reimbursed through CHIPS funding. We should be receiving the first installment of CHIPS funding any day now with the second installment coming toward mid-late December.

Councilman Yastremski made motion seconded by Councilman White to pay Water District #1 Bills in the amount of \$14,822.78 being vouchers No. 21-75 to No. 21-81. Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried. The main expense being to the Village of Penn Yan for the cost of water. Supervisor Illig reported W.O. Dluzak mentioned we are almost out of meters with replacements going well.

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

As inquired by a resident at the August meeting, Clerk Giambra reported she has researched and reached out to NYSEG in an effort to change the Town outdoor street lighting to LED as was recently approved in the Town of Erwin. She will report back with updates as received.

As seen in the Municipal Services report, the Building Dept. continues to be extremely busy with 2 demos, new houses, inspections, transfers, etc. Real estate continues to be a seller's market.

Highway Supt. Gibson commented the Dept. helped the County with flood damage in Addison and Jasper. Fortunately, we did not have a lot of damage to our roads. Black top on Brown Road has been completed. It was asked when the section of Brown Road will be back filled? Highway Supt. Gibson relayed next week they will be able to get to. With the Town of Urbana and Prattsburgh's assistance, they have been hauling in gravel and have started fall mowing. Highway Supt. Gibson spoke with the John Deere salesman and he is getting prices on a grader.

The Planning Board has a meeting scheduled this Monday, September 13th with 2 scheduled hearings for sub-division, and 2 applications for review. The Zoning Board of Appeals does not have a meeting scheduled for September.

Under old business, On June 25, 2021 the Town Board received via email the final financial and IT audit report by the Office of the State Comptroller (OSC) and was posted to their OSC web site for the public to view. The Board has 90 days (by

September 23, 2021) to respond with a written corrective action plan (CAP) that addresses the audit's findings and recommendations. Councilman White has put together a proposal for the Board to review and approve to send. This is a corrective action plan for the Town of Pulteney information technology audit report. She has spoken with our IT admin and he finds the proposal appropriate. The proposal addresses the needed policies the auditors are recommending and presents dates and times as to when the Board will complete the action. By taking action by the specified dates will exemplify the Board is taking the audit recommendations seriously, whereas in the past, recommendations have not been followed through with. Councilman White went through her proposal pointing out the response to recommendations and reasoning behind. Supervisor Illig made motion seconded by Councilman Burns to approve the proposed draft and send to the NYS Comptroller when officially finalized and by the September 23rd deadline. All in favor. Carried.

Continuing with old business, a revised decommissioning plan dated August 12, 2021 was presented to the Board and sent several weeks ago to be reviewed by Attorney Schlechter. A hearing has been scheduled for Tuesday, September 14, 2021 at 10am by the Steuben County Industrial Development Agency (IDA) regarding the Town receiving proposed financial assistance through the payment in lieu of taxes (PILOT) program. Councilman Tones made motion seconded by Councilman Yastremski to adopt the following **RESOLUTION**:

THEREFORE, BE IT RESOLVED, to approve the Delaware River Solar New York Community Solar Decommissioning Plan as presented dated August 12, 2021 as a requirement of the Town of Pulteney Solar Energy Law for the installation of a 3.0 MW solar facility located at 8897 Chidsey Hill Road in the Town of Pulteney.

Roll call vote: Councilman White, yes; Councilman Tones, yes; Councilman Burns, yes; Councilman Yastremski, yes; Supervisor Illig, yes. Carried.

Adopted Date: September 8, 2021

As mentioned last month, Supervisor Illig has contacted Town Veteran, Dan Schoeffler, who is active in the American Legion in Hammondsport to help update the names of Pulteney Veterans. There is a meeting at the American Legion the end of September therefore Supervisor Illig will report back with an update in October.

Supervisor Illig has asked Attorney Schlechter to review the currently outdated procurement policy and revise so that it is in conjunction with NYS regulations using the same limitations as the State. Since he is not in attendance this evening and did not report any updates prior to this evening, further discussion in October as he continues his research.

Last month, the Pulteney Fire Commissioners provided the Board with a proposal of rates for the renewal of the Municipal Agreement between the District and the Town of Pulteney for ambulance service to District #1 for the years 2022-2024. Clerk Giambra provided the Board with the agreement that is currently in place to reference when comparing what the Commissioners are proposing for the next 3 years. Councilman Yastremski questioned why the Town Board needed to enter into this agreement as this should be strictly the Fire Commissioners responsibility as they are elected members of the Fire District and adopt their own budget. He believes they should approve their own

rates therefore an inter-municipal agreement should not be necessary for the Town Board to enter into or take action. Attorney Schlechter was to research and look into further if this agreement is necessary, and if so, why. Again, since no updates for this month, discussion and hopefully clarity at the October meeting.

As mentioned last meeting, we have received the first installment of the ARPA funding. We have since received a letter that the Town of Pulteney will receive an additional \$525.89 due to remaining funds in the ARPA Coronavirus Local Fiscal Recovery Fund. A subcommittee of Supervisor Illig, Councilman Burns, and Councilman White will be in charge of researching and recommending the best way to utilize the funding for the Town.

Lastly under old business, regarding the short-term rental industry, Supervisor Illig commented on July 26th there was a KWIC/KLOC meeting scheduled with the other 8 municipalities on Keuka Lake. He proposed the idea of regulating short-term rentals. There was indeed some interest and he asked the Town managers to go to their Town Boards to discuss further, including if regulations were set, would they be individual to each Town/Village or collectively universal, similar to the how the dock and mooring laws on the lake are. It appears to be more feasible if all municipalities combined in agreement to have the same regulations and standards. Again, there is a lot involved with enforcement, administrative duties, fees, liabilities, legalities, home owner rights, etc. Supervisor Illig is suggesting the Board appoint 2 residents to represent the Town of Pulteney at the next KWIC/KLOC meeting to address short-term rentals. Supervisor Illig is endorsing Carol McGill and Bill Dineen to represent Pulteney as they were the original residents who brought the topic to light. The Board unanimously approved of the nominations. Continued updates to come.

Beginning with new business, on Monday, August 30th, the Town Board held a scheduled budget workshop. Supervisor Illig reported the budget workshop results led to an increase in the tax levy in Highway from 63% to 70% and a decrease in General from 37% to 30%. Slight adjustments were made due to salary increases, leading to increases in retirement and workman's comp, otherwise the budget that was presented and discussed at the workshop is the 2022 tentative budget being presented this evening. Supervisor Illig commented how well the Board worked together in establishing this budget and compared to the last several years, was the easiest to determine the projected income to cover expenses, assuming the fund balances for the 3 Accounts are close at the end of the year. Supervisor Illig asked the Board for any questions/comments. Councilman Burns asked about donations for the playground being a separate line from the community garden. Bookkeeper Welch confirmed they are separate. With nothing further heard from the Board nor public, Councilman Yastremski made motion seconded by Councilman Tones to adopt the 2022 tentative budget. All in favor. Carried. At the October 13th meeting the preliminary budget will be presented and if adopted a public hearing scheduled for the November 10th meeting.

Continuing with new business, Donna Colvin was present representing the Ladies Auxiliary. She mentioned in August of 2019 when the Auxiliary proposed having a trunk-or-treat rather than trick-or-treat in Town, it caused quite a stir. The approved trunk-or-treat did end up going very well and had a good turn-out. They are now considering doing the event again for this year, however in conjunction with the Town trick-or-treat. She asked the Board when they are designating Halloween and trick-or-

treat hours? After discussing, Councilman Burns made motion seconded by Councilman White to designate Sunday, October 31st from 6-8PM for the Town of Pulteney Halloween trick-or treat hours. All in favor. Carried. Donna relayed the Auxiliary will then plan to do the trunk-or-treat prior to 6PM with set times to be announced. It was previously held at the Fire Hall parking lot, however the Auxiliary is asking if they can set up and hold at the Town Hall parking lot also being more convenient for trick-or-treaters? The Board unanimously agreed. The dates and times will be published with trunk-or-treat contingent on the COVID outbreak status at that time.

Lastly under new business, we received notification from Steuben County Real Property Tax Service Agency that the joint services agreements for data collection are due for renewal effective January 1, 2022. Clerk Giambra provided the Board with the updated agreement extending the term of the agreement for an additional five years with a termination date of December 31, 2026. Supervisor Illig made motion seconded by Councilman Yastremski to renew the joint services agreement for data collection services by Steuben County effective 1/1/22-12/31/26. All in favor. Carried.

Supervisor Illig stated there is a need for a short executive session and asked if the public/Board had any comments or questions at this time. With nothing heard, he stated all are welcome to stay until after the executive session, however no further business will be discussed.

Councilman White made motion seconded by Councilman Burns to 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 8:25PM.

Erica Giambra, Town Clerk

