

Supervisor William Weber called a regular meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, December 9, 2015, at the Pulteney Town Hall with the Pledge of Allegiance.

Present were: Supervisor William Weber; Councilman Nancy Cole; Councilman Richard Musso; Councilman Mark Illig; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Attorney Patricio Jimenez; Bookkeeper Becca Kirch and Town Clerk Erica Giambra.

Councilman Cole made motion seconded by Councilman Musso to accept the minutes of the November 11, 2015 meeting. All in favor. Carried.

Supervisor Weber announced and explained the General, Water District, and Highway Profit & Loss Statements and Balance Sheet Statements, which were all made available to view. All Accounts are in order and tracking nicely. The General and Highway Accounts are running at about 90% and the Water District at 97%.

Supervisor Weber reported the statement bank balances as follows: Water District \$116,323.57; Highway Capital Reserve \$149,179.14; Highway Fund \$157,605.89; and General Fund \$184,353.03.

Councilman Musso made motion seconded by Councilman Cole to make the following transfers: from Highway in the amount of \$6,250.00; from Water District in the amount of \$4,964.00; and from General in the amount of \$12,500.00. Roll call vote: Councilman Musso, yes; Councilman Illig, yes; Councilman Burns, yes; Councilman Cole, yes; Supervisor Weber, yes. Carried.

Councilman Illig made motion seconded by Councilman Musso to pay General Bills in the amount of \$449.90 being vouchers No. 15-237 to No. 15-238 and Bills in the amount of \$27,950.91 being vouchers No. 15-239 to No. 15-266. Roll call vote: Councilman Musso, yes; Councilman Illig, yes; Councilman Burns, yes; Councilman Cole, yes; Supervisor Weber, yes. Carried.

Councilman Musso made motion seconded by Councilman Cole to pay Highway Bills in the amount of \$258.10 being vouchers No. 15-245 to No. 15-246 and Bills in the amount of \$25,615.92 being vouchers No. 15-247 to No. 15-263. Roll call vote: Councilman Musso, yes; Councilman Illig, yes; Councilman Burns, yes; Councilman Cole, yes; Supervisor Weber, yes. Carried.

Councilman Cole made motion seconded by Councilman Musso to pay Water District #1 Bills in the amount of \$781.89 being vouchers No. 15-107 to No. 15-108 and Bills in the amount of \$10,176.50 being vouchers No. 15-109 to No. 15-117. Roll call vote: Councilman Musso, yes; Councilman Illig, yes; Councilman Burns, yes; Councilman Cole, yes; Supervisor Weber, yes. Carried.

On hand were the Water Department, Municipal Services, Highway, Dog Control Officer, Historian, and Justice reports to view. Councilman Cole made motion seconded by Councilman Burns to place those reports on file. All in favor. Carried.

Water Operator Chuck Dluzak, reported that the Water Department took samples last month to run quarterly TTHM and HAA5 testing and the results came back good at .52 (the max is .80). Also, Supervisor Weber announced Water Operator Dluzak officially has his C-Plant and D-Distribution Certification with the Department of Health. Congratulations Chuck!

Municipal Services Manager Lauren Welch commented that he met with representatives from the DEC & FEMA this past month to discuss FLOODPLAIN and insurance rates.

Highway Superintendent Gibson reported the Highway Department has been busy as usual. Finally, all the leaves from the Town Cemeteries have been cleaned up which is always a tall task. They have finished roadside mowing and have been busy filling potholes. They hauled in more sand and have been working on general maintenance on all the Highway equipment.

In the Supervisor report, Supervisor Weber announced he has received notice of upcoming meetings from the Steuben County Office of Emergency Management (StormReady). These meetings are to review and finalize the draft plan update to the Steuben County Multi-Jurisdictional Hazard Mitigation Plan. This Plan was adopted by FEMA on March 23, 2010 and is scheduled for review and update every five years. It is the Director's intention to finish this process by the fall of 2016 and submit the finished plan to FEMA before the end of the calendar year 2016. Supervisor Weber noted that he is not able to attend any of the available meetings and is in hopes that Highway Superintendent Gibson and/or Councilman Illig amongst any others are able to attend. Participation in the review and update process by each municipality in the County is a requirement for adoption into the revised plan.

Under old business, regarding the library property update/deed status, Attorney Jimenez reported last month that the deed is prepared and he and the library's Attorney, Atty. Reed, are in agreement. However, Atty. Reed is not willing to waive the abstract to avoid any future liability, therefore an abstract needs to be drawn up. The abstract is in the process of being prepared, however the process will be quite extensive and fairly complicated due to the need to go so far back in the records of the property. Last month Atty. Jimenez reported the abstract will approximately cost \$2000.00 give or take. Supervisor Weber pointed out that this is an estimate and depending on how extensive the process becomes the resulting abstract could very well go over that amount.

Continuing with old business, Highway Supt. Gibson reiterated that he is working with Valley Fab out of Boston, NY, for the body of the 1-ton truck that is ordered. Highway Supt. Gibson will report as needed with any other updates regarding this matter.

Regarding the security system situation, Supervisor Weber reported we are making good progress. However, the interior camera is not working as well as Judge Benedict is requesting a control monitor in the Justice Chambers. This will give the Court staff access to monitor and change at their discretion which screen is being displayed. As the current system is now, the only way to access the monitors is thru Supervisor Weber's office. By adding another control unit, both areas of the building will have access. Since Court Grant money was used to pay for the installation of this system, it is necessary that the Court has full access and meets the needs requested by the Court. Clerk Giambra contacted the installer and requested a quote for the additional equipment and labor. Once we receive that quote we can move forward in finalizing the security system. Clerk Giambra also reported that as requested from the public at the November Board meeting, she asked the installer how many hours does the system store and record for? The answer received was that the retention of the camera system is not set in stone as it records on motion detection, therefore it depends on how much or few activity there

is to trigger the camera and record. Once the installer returns, hopefully he will be able to clarify further.

Regarding the sale of the gravel pit, Attorney Jimenez reported the deed is finished and in Attorney Burns' possession. However, Atty. Burns is currently on vacation. That being said, Atty. Burns should have his requested revisions to Atty. Jimenez by the end of this week with a closing date expected by Christmas. Atty. Burns is also requesting a contract be signed at the same time of closing to make legal the agreements Highway Supt. Gibson and the purchaser had made regarding the Town reserving the right to remove gravel from the pit. As it stands, anything that is stockpiled is the Town's with no fees assessed. There is approximately 1500 ton that is stockpiled currently. As far as anything up and above that needs mined in future years, a contract is needed that the Town will be billed as deemed appropriate. Therefore, to conclude the sale we need a closing date before the end of the year. Everything is done on the Town's end , we will await to hear from Atty. Burns and finalize the sale ASAP.

Under new business, the Town Board needs to schedule a year end Board meeting in which to include a final quarterly financial review and any residual bills. Councilman Musso made motion seconded by Councilman Burns to schedule the meeting for Wednesday, December 30th at 7:00 PM. All in favor. Carried.

Similar to previous years, we received notice from the County to submit our Town water/sewer re-levy list for the January 1, 2016 tax roll. Water Operator Dluzak reported the re-levy list has been sent to the County and about \$9,000.00 in past due bills is the amount being accounted for. Supervisor Weber explained the process again regarding the unpaid water bills and how from us they go to the County to be then added to the Town and County property taxes. This way the Town will receive the owed water money one way or another. Supervisor Weber also added how helpful Water Operator Dluzak has been giving people a heads up and allowing them to pay the delinquent bill prior to being sent to the County.

Supervisor Weber announced that Mike Tietjen Jr.'s term is up for reappointment on the Board of Assessment Review. Councilman Cole made motion seconded by Councilman Musso to reappoint Mike Tietjen Jr. for another term (6yrs.). All in favor. Carried. Clerk Giambra will notify Mike of his reappointment and oath.

Under public comments and concerns, Councilman Illig announced he has submitted his resignation from the Town Board as Councilman effective December 31st, 2015 to Clerk Giambra due to his election victory as Town Supervisor. He explained how there will be a vacancy January 1st, 2016 on the Town Board in which the Town Board will need to make an appointment for the position of Councilman. The Town Board will discuss an appointment and the process and procedures at the January Board meeting and make the official appointment at the February Board meeting.

Councilman Illig asked Clerk Giambra to read the following Resolutions he has submitted.

Whereas Nancy Cole has demonstrated the highest level of devotion and service to her hometown of Pulteney, and whereas for the last four years has served as a distinguished member of the Town Board, and whereas she has brought forth great wisdom to the proceedings of the affairs of the Town Board, and whereas she has decided to retire from the Pulteney Town Board, we the Town Board and members of the community would like to thank Nancy Cole and wish her the very best as a private citizen

in the Town of Pulteney. By Resolution of the Town Board on December 9, 2015 we do declare December 17, 2015 as Nancy Cole Day in the Town of Pulteney. Be it therefore Resolved that December 17, 2015 is declared Nancy Cole Day in the Town of Pulteney and that this Resolution shall honor her service to all of our residents.

Councilman Illig made motion seconded by Supervisor Weber to adopt this Resolution. All in favor. Carried.

Whereas William "Bill" Weber has served the Town of Pulteney with distinction, and whereas the Town of Pulteney has benefited from his leadership and wisdom during his three tenures as our Supervisor, and because he has always been an able and dedicated servant to our Town, we, the Town Board and members of the community, would like to thank William "Bill" Weber for his service and wish him the very best as a private citizen in the Town of Pulteney. By Resolution of the Town Board on December 9, 2015 we do declare December 17, 2015 as Bill Weber Day in the Town of Pulteney. Be it therefore Resolved that December 17, 2015 is declared Bill Weber Day in the Town of Pulteney and that this Resolution shall honor his service to all of our residents.

Councilman Illig made motion seconded by Councilman Musso to adopt this Resolution. All in favor. Carried.

Councilman Cole wanted to thank the Town Board and the community. She has overall had a wonderful time serving on the Board and she suggests everyone at least once take advantage of the opportunity of participating as a public servant.

Supervisor Weber agreed with Councilman Cole and stated he has thoroughly enjoyed his time with the Town. He commented our Highway Department is one of the very best in the County and the Town Board has been amazing to work with being so active and involved. Everyone's cooperation and work ethic is a true testament of the spirit of the Town.

Councilman Musso made motion seconded by Councilman Cole to adjourn the meeting. All in favor. Carried.

Meeting adjourned at 7:40 PM.

Town Clerk

Supervisor William Weber called a special year end meeting of the Pulteney Town Board to order at 7:00 PM on Wednesday, December 30, 2015, at the Pulteney Town Hall with the Pledge of Allegiance.

Present were: Supervisor William Weber; Councilman Richard Musso; Councilman Mark Illig; Councilman Kathleen Burns; Highway Superintendent Terry Gibson; Bookkeeper Becca Kirch and Town Clerk Erica Giambra. Absent were Councilman Nancy Cole and Attorney Patricio Jimenez.

Councilman Illig made motion seconded by Councilman Musso to accept the minutes of the December 9, 2015 meeting. All in favor. Carried.

Councilman Illig made motion seconded by Councilman Musso to accept the minutes of the December 28, 2015 Executive Session meeting. All in favor. Carried.

At this time, Judge Mary Hope Benedict swore in the newly elected officials, Supervisor Mark Illig, Councilman Mark Goodwin, Councilman Richard Musso, and Highway Superintendent Terry Gibson, with the official oath of office.

Councilman Musso made motion seconded by Councilman Burns to make the following transfers: from Highway in the amount of \$6,100.00; from Water District in the amount of \$700.00; and from General in the amount of \$2,334.95. Roll call vote: Councilman Illig, yes; Councilman Burns, yes; Councilman Musso, yes; Supervisor Weber, yes. Carried.

Councilman Musso made motion seconded by Councilman Illig to pay General Bills in the amount of \$3,702.11 being vouchers No. 15-267 to No. 15-278. Roll call vote: Councilman Illig, yes; Councilman Burns, yes; Councilman Musso, yes; Supervisor Weber, yes. Carried.

Councilman Burns made motion seconded by Councilman Musso to pay Highway Bills in the amount of \$4,297.21 being vouchers No. 15-265 to No. 15-278. Roll call vote: Councilman Illig, yes; Councilman Burns, yes; Councilman Musso, yes; Supervisor Weber, yes. Carried.

Councilman Illig made motion seconded by Councilman Burns to pay Water District #1 Bills in the amount of \$1,232.58 being vouchers No. 15-118 to No. 15-126, Bill in the amount of \$245.00 being voucher No. 15-127, and Bill in the amount of \$1,432.20 being voucher No. 15-128. Roll call vote: Councilman Illig, yes; Councilman Burns, yes; Councilman Musso, yes; Supervisor Weber, yes. Carried.

On hand was the Dog Control Officer report to view. Councilman Musso made motion seconded by Councilman Illig to place that report on file. All in favor. Carried.

Water Operator Chuck Dluzak mentioned that the Water Department recently serviced an area in which the curb stop tube/rod/valve were rotted. This could possibly have led to a major problem if the need arose to turn the water on and off. Since the tube is open to the elements and in a lot of areas the curb stop is in a wet area, he is suggesting when replacing the rods and necessary equipment it is replaced with stainless steel. This would ensure a longer time line for the life of curb stop equipment.

Highway Superintendent Gibson commented he would like to place a bid out to sell a portion of lumbar the Highway Department has in stock. Supervisor Weber made motion seconded by Councilman Burns to allow Clerk Giambra to advertise a bid notice in which Highway Supt. Gibson will come up with the proper wording for the notice. All in favor. Carried.

Under old business, Supervisor Weber happily reported that earlier today was the closing for the gravel pit and the sale is complete. He will be making the deposit into the General Money Market Account tomorrow. Supervisor Weber then thanked all that was involved in the process and completion of the sale including the Town Board, Clerk Giambra, Attorney Jimenez, and Highway Superintendent Gibson.

Regarding the security system, Clerk Giambra reported we received a quote from the installer (Crystal City Communications) for equipment and labor to install a second control unit in the Justice Chambers as requested at the December 9, 2015 meeting. The quote is for \$438.25 due upon completion of services. Clerk Giambra commented that this quote is far less than what the quote would be if the installer had to move the entire current control system from the Supervisor's office to the Justice Chambers. Councilman Musso made motion seconded by Councilman Burns to accept this quote and continue with the installation of the additional control unit. Roll call vote: Councilman Illig, yes; Councilman Burns, yes; Councilman Musso, yes; Supervisor Weber, yes. Carried.

Under new business, there are 3 various Board terms that are all expiring as of December 31, 2015 and will need reappointment. Larry Fischer for the Zoning Board of Appeals (5 year reappointment), Tom Smith for the Planning Board (7 year reappointment), and Alise Irwin for the Ethics Board (5 year reappointment). Supervisor Weber made motion seconded by Councilman Illig to approve all 3 reappointments. All in favor. Carried. Clerk Giambra will advise all of their reappointment and have them sign oaths of office.

Supervisor Weber asked if there was any public comments and/or concerns, in which there were none. Therefore, at this time Supervisor Weber announced the Town Board will conduct the final year end quarterly financial review. Supervisor Weber commented that the Court Escrow Account that is being reviewed, will be the end of that Account as we were advised by the Comptroller to close out that Account and have all Court income go directly into the General Account.

Once the financial review was completed and all documents were signed and approved, Supervisor Weber expressed his gratitude to the Town Board and especially Highway Supt. Gibson for all their efforts in making the past 2 years of his term the best.

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

Meeting adjourned at 7:40 PM.

Town Clerk