

**TOWN OF DELHI  
BOARD MEETING  
July 10, 2023  
7:00PM**

Supervisor Tuthill called the meeting to order at 7:00pm.

Those present:

Councilmember's: Margaret Baldwin, Matt Krzyston, Christina Viafore, and Bill Cairns.

Highway Superintendent Daren Evans

Residents: Cynthia Cobbe, Amy Randall, Mathew Burkert, Ed Chytalo

**The Pledge of Allegiance** was led by Councilmember Krzyston.

**Approval of June 13, 2023 Regular Monthly Meeting Minutes, June 22, 2023 & June 29, 2023  
Emergency Minutes:**

A motion was made by Councilmember Krzyston to accept the above minutes as presented. Councilmember Cairns seconded the motion, motion carried.

**Old Business:**

Supervisor Tuthill wanted to update the board as to the ongoing discussion regarding the re-eval of the town; he stated it was 1989, the rolls came out in 1990 at which time we were at 100%. Our Assessor Joe Gifford provided the information to Tuthill. Councilmember Krzyston asked how the information could be updated on the states site; Tuthill was unaware. Krzyston will look into having it updated.

Supervisor Tuthill read a report from Recreation Director Kolodziej in which Kolodziej announced we had 220 patrons visit the pool this weekend. The pool is not being heated as the water was 83°. He has a potential lifeguard although we don't know how long he will be able to work; Zavier Aguirre. A motion was made by Councilmember Krzyston to hire Aguirre at a rate of \$15.50 an hour; Councilmember Viafore seconded the motion. Motion carried.

Tuthill stated Jody Bray will do the swim lesson program at a rate of \$20 per hour; it will be roughly \$500 for the length of the lessons. Lessons will be begin at 4:00pm for a two week program. She and Kolodziej are the only Water Safety Instructors. Tuthill did not have a problem hiring Bray for the two week program; Councilmember Cairns said he wants to see us offer it and he hopes people will be able to arrange it so their children can be there at that late time. Councilmember Baldwin said it will close the pool to the public down to 3 hours from 4 hours. She further stated she didn't feel she had enough information. Tuthill said hours are based on if we can recruit more lifeguards to expand the hours. Tuthill said I think we need to make a decision now; otherwise we are going to run out of time. Councilmember Viafore asked if Tuthill knew when the lessons would begin; he did not have the information in front of him but believed it was the first and second week of August. Councilmember Krzyston stated he understood where Councilmember Baldwin was coming from and also was concerned as to people getting kids there at that time. Krzyston said it seems like a super imperfect solution to what we are trying to do, but it's a solution. Supervisor Tuthill said it is better than nothing. Krzyston said what about the idea of agreeing to this but if we don't get like 40 kids we can it before it starts or something. Viafore asked if it had to start at 4:00pm; Tuthill believed she had other obligations and that would be the time. Viafore said lessons would be Monday through Friday; possibly we could open an hour earlier at 12pm for open swim instead of 1pm. Krzyston was concerned as this was the time everyone wants to swim. Baldwin again stated she did not have

enough information and stated John was a WSI but we also know that there is a lifeguard shortage and they may leave then how do we find a lifeguard to assist her in order to have lessons in the first place. She added I am not opposed, I really want the swimming lessons but this is not enough information to understand what the plan is and how it all comes together. But we do know Jody is awesome she added. Tuthill said John knows we really want a swim lesson session in this year, he will have to fill in if he can't find other bodies. Councilmember Krzyston said I am on the fence as anyone could ever be; he asked Viafore what she thought. Councilmember Viafore said I don't think we have ever had swim lessons in the afternoon/evening; it would kind of be cool to see, it may be easier for parents. Baldwin said August may be a time when everybody is starting to do other things and not available. Tuthill stated I am for it; if you don't get anyone signing up then we don't do it. Krzyston stated he felt that way too. Viafore said I think it's worth it to try. A motion was made by Councilmember Viafore to go ahead and hire Bray at the \$20.00 hour for swim lessons for the first two weeks in August with Councilmember Cairns seconding. Motion carried with Councilmember Baldwin opposing as she felt she wasn't given enough information as to numbers, times, John's commitment and other stuff. She added she didn't mean it like that as John is very committed. Tuthill stated he is very impressed that we had so many people show up this weekend.

Tuthill added a toilet doesn't work at the pool, Viafore stated there is a water hookup outside the pool, if we could get it hooked up it would be great as people should rinse before getting in the pool. She added maybe after the season ends we can look into it; Tuthill agreed we need to get that done.

Councilmember Krzyston thanked Tuthill for getting it going and thanked John for stepping up. Tuthill added John has done a lot to get it going in a short period of time and making it happen.

Councilmember Baldwin announced Highway Superintendent Evans placed the extra handicap chair we had on Absolute Auctions and we received a bid of \$1,850, which is without the battery or charger. Councilmember Krzyston made the motion to accept the bid with Councilmember Viafore seconding. Motion carried. Evans will contact the winner tomorrow.

The board discussed the Vendor Permit Application, the vendor permit is for truck vendors at this time. A motion was made by Councilmember Krzyston to make the permit fee \$25.00 per day for a self-sustained mobile vending unit (food) with appropriate paperwork per the required permit application. Councilmember Cairns seconded the motion. Motion carried.

### **New Business:**

A motion was made by Councilmember Viafore to have Supervisor Tuthill sign the contracts with Williamson Law Book for the Building and Code Enforcement Software. Councilmember Baldwin seconded the motion. Motion carried.

Edward Chytalo a resident of the village requested permission to approach the board. Mr. Chytalo stated on behalf of the children of the community he would like to pay for Ms. Bray's salary for the swim lessons. He stated he is donating the \$500.00 to pay for Ms. Bray to teach the lessons as a gift for the children. Supervisor Tuthill stated he appreciated it as did the board and they thanked him. Chytalo stated it was a worthy cause and he further stated the \$500 he felt was worth it for the children of our community. A motion was made by Councilmember Baldwin to accept the donation with Councilmember Viafore seconding. Motion carried.

**Highway/Machinery: (Councilmember's Baldwin & Cairns)** Written report from Superintendent Evans provided to councilmembers. Evans stated at this point we have budgeted in for it a new 1 ½ ton dump truck, a 19,500 gvw - 22000 gvw, at this time he is looking for approval to develop and try to submit an OGS mini bid for one; there finally are a few available. Tuthill added we don't know if there is a state contract available because they haven't been available for years, Evans added they are not offering them currently. Tuthill said we need to do a mini bid advertising with

specs of what we are looking for, there are a few places out there that have them. Tuthill added it looks like we can probably get the price of the dump truck reimbursed by CHIPS. Tuthill then said some of our roads will not be done as the state has gone back to the 10 year plan, but they will let us use it towards equipment so we will try to get it approved under the CHIPS money. Councilmember Cairns made the motion to allow Evans to advertise for the mini-bid specs for the 1 ½ ton truck, Councilmember Baldwin seconded the motion. Motion carried. The clerk will advertise, Daren will check on requirements.

Evans announced they will be finishing the crusher run on Bramley Mountain Road tomorrow; he received a call 3 hours ago that stone was being delivered. He doesn't like the short notice but we have no choice. He asked Councilmember Viafore to announce on NIXLE, the clerk will announce on social media and our website. Evans gave the information. Paving will be scheduled for most likely the first week of August weather dependent. We will be paving the whole thing and submit to CHIPS.

Tuthill announced that Evans received a letter from Don Howard whom will be retiring July 28<sup>th</sup>. He has been an employee for roughly 32 years. The board reluctantly accepted Howards letter; Evans stated he always did a great job, we appreciate him and his hard work. Tuthill and the board agreed we will miss him, he had good work ethics. We will miss him.

Evans has been speaking to potential replacements. Evans said lots of road work and clean up we got lucky compared to other parts of the state. Councilmember Viafore said she saw the crew had put the yield signs on Sherwoods Road. Councilmember Baldwin said it's impressive to see all the equipment in working order; Evans said he works hard it shows.

Councilmember Cairns stated he is trying to get a meeting set up with the union representative before the end of the month. He would like to wrap it up before the end of August. Tuthill said that would be helpful before we start working on the budget.

**Personnel: (Councilmember's Viafore & Baldwin):** Councilmember Baldwin stated they are trying to stay in communication with all the departments. Councilmember Viafore stated she has been worked on payroll with the bookkeeper.

**Recreation/Health/Youth: (Councilmember's Viafore & Baldwin):** Councilmember Viafore announced Healthy Delaware starts tomorrow, she sent in out on NIXLE. Supervisor Tuthill stated he had received a request from Head Start for use of the playground area to promote Head Start, they don't have set dates at this time hoping one day in July and one in August, to boost the awareness. A motion was made by Councilmember Viafore to allow them to use the area but requested that food and activities be limited to outside the playground area at the tables. She also stated they should get back to us so she can add it to NIXLE to get the word out. Councilmember Baldwin seconded the motion; motion carried. The clerk will email them back.

**Economic Development/Shared Services: (Councilmember Cairns & Krzyston):** Councilmember Cairns stated there had been no meetings. Supervisor Tuthill stated he and the mayor have been working on a few things.

**Buildings: (Councilmember Cairns & Krzyston):** The town clerk thanked Supervisor Tuthill for allowing Assessor Jim Corcoran to cut a hole in the wall to release two doves that had gotten in the building. She called Corcoran a hero for helping to save the birds! Tuthill also noted that the soffit outside the clerk's area has been fixed. He had contacted Jim Dewitt and he came fixed it so no birds can continue to enter the building. He also spoke to Dewitt about fixing the hole in the wall and the highway soffit issue. Dewitt will be fixing both.

**IT: (Councilmember Viafore & Krzyston):** Councilmember Viafore stated there are now 155 subscribers to Nixle. She further stated the network upgrade has been completed, the next step now is the email upgrade. She stated the board needs to email ISD all their passwords so that we can start the process to of migrating to Microsoft 365. Councilmember Krzyston stated that he had

downloaded video recordings of board minutes dating back to 2014 onto the server. The clerk noted that it took a tremendous amount of space on the server.

**Codes: (Councilmember Cairns & Krzyston):** Councilmember Krzyston stated in June there were: 7 building permits issued, 14 inspections / meetings, 7 in-office conferences, 4 c/o letters, 1 certificates of compliance and he drove 333 miles.

#### **CODES Monthly Report:**

A motion was made by Councilmember Krzyston to accept the codes report for June 2023 Councilmember Cairns seconded the motion. Motion carried.

#### **Justice Court Report:**

A motion was made by Councilmember Baldwin to accept the June 2023 Justice Court Reports. Councilmember Viafore seconded the motion. Motion carried.

Councilmember Krzyston asked the judge about how many people come in on his typical court days. Burkert stated it varies and explained how the month works to Krzyston.

#### **Clerk's Monthly Report:**

A motion was made by Councilmember Krzyston to accept the June 2023 report and seconded by Councilmember Baldwin. Motion carried.

#### **Supervisor's Financial Report:**

Supervisor Tuthill presented the board with the June Supervisors Report. Councilmember Baldwin made the motion to accept the report with Councilmember Viafore seconding. Motion carried.

#### **Supervisor's County Report:**

Supervisor Tuthill asked Councilmember Cairns how the fire tour went at the new county building; Cairns stated fine and it is a large facility. Tuthill stated they are still waiting for parts to finish up the building; there are still supply issues. Tuthill stated there was a vote on the homeless facility as there was one bid he felt it needed to be rebid. There are some other ideas, better alternatives we will see how it goes. Councilmember Krzyston told Tuthill he appreciated his vote of the facility. Tuthill said the other buildings are moving on, hoping to be completed by the fall. Councilmember Cairns asked if it would be worth it if the board talked to the state about the Allen Residential Center and housing the homeless there; Tuthill worried about transportation for the residents. Councilmember Baldwin thought transportation would not be an issue. Tuthill stated he would pass it along.

Judge Burkert announced that the CAP should be up and running on August 1<sup>st</sup>, the judge training will be Monday, the 24<sup>th</sup> which he will be attending. Councilmember Krzyston asked what CAP meant; Burkert explained the centralized arraignment processing and how it will work for those being arrested.

Supervisor Tuthill stated he received a request from Delaware Academy requesting we sign off on being the lead agency for the SEQR environmental review. They are doing repaving of the parking lots and work on fields. A motion was made by Councilmember Cairns made the motion to authorize Tuthill to sign the document with Councilmember Krzyston seconding. Motion carried. The clerk will return the signed document.

Supervisor Tuthill also received a Lead Agency Request from for Delaware County allowing Delaware County Planning to be the lead agency for the NYC 2023-2033 Long Term Acquisition Plan. A motion was made by Councilmember Baldwin to have Tuthill sign the request form with Councilmember Cairns seconding. Motion carried. The clerk will return the signed document.

**Abstracts:**

Councilmember Viafore made the motion to approve Abstract #007 – 2023 accounts A – DB Voucher No. 00253 – 00304 equaling \$156,664.09 and account TA Voucher No. 00112 – 00114 equaling \$14,011.63. Total vouchers presented equaled \$170,675.72. Councilmember Baldwin seconded the motion. Motion carried.

**Executive Session:**

A motion was made by Councilmember Baldwin at 8:04pm to enter into executive session to discuss the employment history of a particular individual; Councilmember Viafore seconded the motion. Motion carried.

A motion was made at 8:19pm to exit executive session by Councilmember Viafore; Councilmember Baldwin seconded the motion. Motion carried.

**Adjourn:**

The board entered directly back to regular session with Councilmember Cairns making a motion to adjourn the meeting at 8:19pm, Councilmember Viafore seconded the motion. Motion carried.

Respectfully submitted,



Elsa Schmitz, Town Clerk, Town of Delhi