

**TOWN OF DELHI
BOARD MEETING
December 11, 2023
7:00PM**

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

Those present:

Councilmember's: Margaret Baldwin, Christina Viafore, and Bill Cairns, Matt Krzyston
Highway Superintendent Daren Evans

Residents: Robert Cairns, Cindi Cobbe, Kim Cairns, Josh Morgan, Maya Boukai, Rick Ackerly

Approval of November 13, 2023, Regular Board Meeting, November 13, 2023 Public Hearing Minutes, November 13, 2023 Public Hearing Minutes:

Councilmember Krzyston made the motion to approve the above listed minutes as presented with Councilmember Baldwin seconding. Motion carried.

Old Business:

Supervisor Tuthill stated the other old business was the request from Delaware County Economic Development, he stated he was going to push it off until next year as he felt the board had not discussed enough of the issues and felt the town board should draft its own resolution. He felt it was more appropriate to let the incoming board handle it.

New Business:

Supervisor Tuthill stated there were requests for attending training for newly elected officials. He stated that Maya, Josh and Christina wanted to go to training in Albany provided by the Association of Towns. Councilmember Baldwin questioned if Councilmember Viafore felt it necessary to go, Viafore stated she felt it would be very helpful after having time on the board and felt all the clicking would be happening. Tuthill stated the Albany training is on January 17th, 18th, and 19th. Also, the request to go to NYC for the 2024 Annual Meeting and Training School being held at the New York Merriott Marquis in New York City from February 18 through the 21st. Josh Morgan stated he could not go to the February training and Christina Viafore stated she was uncertain about it. Councilmember Baldwin questioned the trainings and Viafore explained she believed the February training was more of the annual meeting of the Association of Towns so there is training, and their board is being elected. Councilmember Baldwin asked what kind of budget we have for this training; Tuthill stated he didn't know. Maya Boukai stated that for the February meeting if Viafore was not attending she would stay with a friend in NYC, if Viafore was attending they would share a room. Tuthill stated we would need to authorize Maya and possibly Christina if she can attend for the NYC training and the other in Albany January 17th through the 19th authorizing Maya, Josh and Christina. Tuthill requested a motion for the training. Councilmember Krzyston made the motion to approve the Albany training with Councilmember Cairns seconding. Councilmember Krzyston then asked what the cost was for the NYC training; Tuthill stated due to their attending the Albany training the cost was reduced for NYC. The cost would be \$50 for the registration per person and the rates for the hotel were not out yet as it is in 2024. Councilmember Krzyston said he didn't believe we should cover the cost of the hotel in NYC if it's going to be \$400; Councilmember Baldwin agreed. Krzyston said if Maya were to be the only one to go it would cost us \$50 plus mileage. Viafore said she didn't think she could go anyhow.

Councilmember Krzyston made a motion for Maya Boukai to go to NYC covering the registration fee only reimbursement of mileage; we could cover Christina's also, but not a hotel. Councilmember Baldwin seconded the motion. Motion carried with Viafore abstaining.

Supervisor Tuthill stated we need to do a legal notice for the Organizational Meeting which will be held on Tuesday, January 2nd at 6:00pm and he further stated Maya has asked to have the town board meetings to be held the second Monday of the month with the time changed to 6:00pm instead of 7:00pm. Councilmember Baldwin stated so moved with Councilmember Viafore seconding. Motion carried to have the clerk put a legal notice in the paper stating such.

Supervisor Tuthill announced that the town had received a letter from NYMIR; he stated he and Highway Superintendent Evans need to sign a form for them now. They have required disconnects on the batteries now for the trucks, which we have been doing for years. He and Evans are now required to sign a paper saying it is being done. Councilmember Krzyston asked why it was necessary to do this; Tuthill stated fire safety. Tuthill explained the big trucks have like two or three batteries and if they short out it could cause a fire; there is a switch that needs to be flipped which disconnects the batteries. Tuthill said we have done it for years. Councilmember Cairns made the motion for Tuthill and Evans to sign the letter with Councilmember Viafore seconding. Motion carried. Tuthill requested the clerk return the signed letter.

Highway/Machinery: (Councilmember's Baldwin & Cairns) Written report from Superintendent Evans provided to councilmembers. Evans stated today's weather was bad. He announced that the 2007 Volvo is done, they made the insurance adjustment on it because the total cost came out more than the first adjustment was once the repairs were made. The truck is complete and if the check is cut tonight, we can take it and pick it up tomorrow. Tuthill asked for a motion to pay for the truck so we can get it into service; we are going to be waiting for the insurance reimbursement. Councilmember Cairns said so moved with Councilmember Viafore seconding. Motion carried.

Councilmember Baldwin asked Evans where he stored all the vehicles; Evans stated winter vehicles are stored at the highway garage, what we don't use for winter is at the Sherwoods Road location.

Evans said the guys have been busy with the good weather working on a drainage issue on Elk Creek Road and continuing ditch cleaning. He added most of the equipment is in pretty good shape.

Personnel: (Councilmember's Viafore & Baldwin): Councilmember Baldwin stated the CDL licenses have been given to the bookkeeper.

She thanked Evans for the work of the village and town crew for their help with the skate rink. She also thanked the highway department for organizing a Christmas Party for employees and other municipalities that we share services with. Evans said it's a nice party.

Baldwin thanked Supervisor Tuthill for all his years of service to the Town of Delhi and thanked Councilmember Cairns for his service. Tuthill and Cairns both stated they believed they were leaving the town in good shape. Tuthill thanked everyone; Cairns added they have accomplished a lot and was happy to see the highway departments fleet now in good order.

Recreation/Health/Youth: (Councilmember's Viafore & Baldwin): Councilmember Baldwin announced the plaque for the town has arrived and Parkitect will be down to install it on the bench. She was hoping to get the accounting funding settled for where the money came from the playground. Tuthill stated they had to pay for it out of that budget line, but it will be paid for out of the general fund because there isn't enough in that budget line. It will be done at the year end meeting under budget amendments.

Baldwin stated the vacuum that we ordered from Todd Shady has arrived as have the sensors which were very expensive which are on the abstract. The cost of the sensors is between \$400 and \$500, Todd said they should last three years we are on our fourth one; she further stated the

Chlorination can work without the Chemtrol System but the sensors and that whole system keep it regulated. Shady is interested in submitting a contract for the 2024 year. Maya Boukai has discovered a grant possibly for the Learn to Swim that we are exploring.

She went on to state that the skating rink which belongs to the Village of Delhi has been worked on by the Ackerly's. Ackerly's spearheaded volunteers to come and help with the installation of the rink; Baldwin said the support from the community was outstanding. Baldwin stated she has given the village the keys that were at the town hall as it is their property. The town did manage it but with the new mayor we have given the management back to them. Councilmember Krzyston stated he met with the village mayor and did clarify that this is a village project now and we are happy that they are able to use the towns materials (as the town did purchase the liner previously) and it has been a shared services project.

Councilmember Baldwin asked if the electricity was off at the brick building at the pool area; Krzyston will address the issue.

Economic Development/Shared Services: (Councilmember Cairns & Krzyston): N/A

Buildings: (Councilmember Cairns & Krzyston): Councilmember Cairns stated there was an issue with water coming off the roof and ending up going into the wall mount A/C unit which was installed for the courtroom. Cairns contacted Jim DeWitt to come and install a roof over the unit.

Councilmember Baldwin stated she does hope through shared services we can combine; if we can't bump their (clerk's) office out the back end towards the highway garage to give them more room. We can't fix the narrow hallway; we can't do anything about the court sharing that.

Baldwin then questioned if we really knew how many businesses were outside the village; she certainly hopes we are doing all we can to help them. Tuthill stated that would be on the Code Enforcement officers fire inspections.

IT: (Councilmember Viafore & Krzyston): Councilmember Viafore stated we are still working through the transition to Microsoft 365, there are a lot things we can gain. Like all the reports we get, do they have to be printed or can we just put them in a folder we can access. There are a lot of efficiencies she thinks we can get. Viafore noted that DTC will no longer support delhitel.net addresses; she reached out to DTC to see what we can do to help with the process.

Codes: (Councilmember Cairns & Krzyston): Councilmember Krzyston stated in the month of November there were: 4 building permits issued, 10 inspections / meetings, 6 in-office conferences, 4 c/o letters, 1 c/c letter and he drove 87 miles.

CODES Monthly Report:

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

Justice Court Report:

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

Clerk's Monthly Report:

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

Supervisor's Financial Report:

Supervisor Tuthill presented the board with the November Supervisors Report. Councilmember Cairns made the motion to accept the report with Councilmember Krzyston seconding. Motion carried.

Supervisor Tuthill asked that the clerk provide him with another copy of the budget as he has a meeting on Wednesday at the county.

Supervisor's County Report:

Supervisor Tuthill stated the C/O was issued for the new building on Main and Page Avenues. IT still needs to do some transitioning. Departments should be in soon. Chairperson Tina Mole had a meeting with all the newly elected and introduced them to department heads.

Councilmember Krzyston asked Tuthill if he knew when the new supervised visitation home would be opened. Tuthill stated he was unaware and would know more on Wednesday after the board meeting.

Abstracts:

Councilmember Baldwin made the motion to approve Abstract #0012 – 2023 accounts A – DB Voucher No. 00480 – 00531 equaling \$59,511.38 and account TA Voucher No. 00131 – 00133 equaling \$13,903.63. Total vouchers presented equaled \$73,415.01. Councilmember Cairns seconded the motion. Motion carried.

Adjourn:

Supervisor Tuthill stated the Organizational Meeting time has been approved for advertising for January 2nd at 6:00pm; the Year-End Meeting is scheduled for the 28th at 3:00pm and has been advertised.

Councilmember Cairns made a motion to adjourn the meeting at 7:45pm, Councilmember Viafore seconded. Motion carried.

Respectfully submitted,

Elsa Schmitz

Elsa Schmitz
Town Clerk
Town of Delhi