

**TOWN OF DELHI
BOARD MEETING
January 11, 2021
7:00PM**

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

Those present:

Councilmember's: Janet Tweed, William Cairns, Matt Krzyston, and Christina Viafore.

Highway Superintendent Daren Evans

Residents: Steve Hood, Delaware County Emergency Services

Margaret Wilson, EMS Coordinator Delaware County

The Pledge of Allegiance was led by Supervisor Tuthill.

Privilege of the Floor:

N/A

Approval of December 8, 2020 Regular Board Meeting, December 29, 2020 Year End Meeting & January 5, 2021 Organizational Meeting Minutes:

Supervisor Tuthill requested a change be made to the December 8th meeting minutes; page 2 under "old business" where the board was discussing EMS. Tuthill requested she change the word "no" to "limited" discussion on the counties end. With this change Councilmember Tweed made a motion to accept all board minutes listed above as presented, with Councilmember Cairns seconding. Motion carried.

Old Business:

Supervisor Tuthill asked the board if anyone had gotten any guidance on the opening of the skate rink. Councilmember Krzyston stated no, but his opinion still hasn't changed. He felt we should still open the rink. Councilmember Tweed stated she has been unable to get volunteers to monitor the rink and that is her biggest concern. Supervisor Tuthill further stated we all want things to do for our youth but, when we cannot get anything in writing as far as guidance; it puts us in a bad spot. Tweed agreed as there is no guidance being given from higher up that we have been able to obtain. Councilmember Viafore said it sounds like if we don't have the skate shack open for people to use skates there may not be many people able to use it. Tweed said that was a lot of the feedback she had gotten and not having the bathrooms available for use. Tuthill requested a motion to open or not open from the council. Councilmember Krzyston made the motion to open the rink. No other board member seconded the motion; the motion failed. Tweed stated she does not feel comfortable at this time. She further said she would feel comfortable if we had some volunteer staff to just be there like with Open Gym; someone just to be there as a responsible adult and having set hours to contain. Councilmember Cairns again stated about people having their own skates where Tuthill said we don't want people having bon fires sitting and eating in a group. Just a few people skating are not a big deal but we don't know. Viafore stated there is a huge rink in Syracuse which only is allowing seven people at a time also. Councilmember Tuthill stated should things change we can readdress the issue.

Supervisor Tuthill announced we had our audit on the Greenslate grant and that came back fine, our final grant closeout paperwork has been filed.

New Business:

Supervisor Tuthill introduced Steve Hood and Maggie Wilson whom did a presentation on the issues faced with our EMS in the county. A handout was given to all councilmember's which briefly explained what is happening to our Emergency Medical Services currently. There is a current lack of volunteers which has created prolonged response times and the coverage of increased calls for service into other districts and agencies. She also informed the council that ambulance service is not considered an essential service by the state. The presentation included discussion on consolidation and the issues associated with it. The board discussed how one town cannot financially sustain the costs associated with EMS, and the possibility of the county obtaining a "Certificate of Need" and then having this fee trickle to the towns, thus allowing the cost not to be absorbed by one municipality but shared throughout. The board was in agreement that there is dire need for the services. Supervisor Tuthill stated he believes we need to get the talks going again with the state. Councilmember Tweed and Tuthill both agreed it would be beneficial for the county to take on this ambulance service. Both Hood and Wilson will continue to do presentations with the county.

Supervisor Tuthill requested a motion be made to advertise for the positions of Recreation Director and Lifeguards. Councilmember Krzyston made the motion to allow the clerk to advertise the positions, with Councilmember Viafore seconding. The clerk will advertise in the Reporter.

Highway Superintendent Evans presented the board with the Agreement for Expenditures for Highway Moneys for 2021 which shows roadwork for 2021. The agreement needs to be signed by the entire board and returned to Delaware County DPW. Councilmember Krzyston made the motion to approve and sign the agreement with Councilmember Cairns seconding. Motion carried. The clerk will mail the agreement to the county.

Supervisor Tuthill announced that Susan McLellan's term for the Planning Board was expiring. She wished to remain a member. Councilmember Tweed made the motion to re-appoint her for the seven year term, with Councilmember Viafore seconding. Motion carried.

Supervisor Tuthill announced that Sarah Poole wished to be appointed to the ZBA as there was an opening with Thomas Leo resigning. Councilmember Cairns made the motion to appoint Sarah Poole as a member of the Zoning Board of Appeals for a 5 year term with Councilmember Viafore seconding. Motion carried. Councilmember Viafore will give the clerk her contact information.

Supervisor Tuthill announced that he has spoken with Assessor Frank Bovee, he is fine with John Sandmann being appointed to the Board of Assessment Review. Bovee would like to have Arthur Maxwell moved to the Chairperson of the Board of Assessment Review, Supervisor Tuthill will contact Maxwell regarding the chairperson position. Councilmember Tweed made the motion to appoint John Sandmann as a member of the Board of Assessment Review with Councilmember Cairns seconding. Motion carried. Supervisor Tuthill requested a motion to appoint Arthur Maxwell as Chairperson of the Board of Assessment Review. The motion was made by Councilmember Cairns to appoint Maxwell as Chairperson, Councilmember Viafore seconded the motion. Motion carried.

The appointing of Chairperson of the Zoning Board of Appeals was put on hold until the February board meeting.

Supervisor Tuthill stated to continue the conversation from our Organizational Meeting, we had discussed the town clerk's request to have his name removed from her accounts as secondary signee and her wish was to have the accounts be set up as either herself or her deputy as sole signee (not requiring two signatures). Supervisor Tuthill felt that for the Town Clerk's checking account it would be acceptable to remove his name and have the account set up as either the Town Clerk Elsa Schmitz or Deputy Town Clerk Laura Mills to sign the checks for that account. Tuthill felt that as the town has a policy already in place for checks written over \$5,000 he felt that it should apply to the Tax Collector's account as checks are generally written for a large sum. He felt that he or his Deputy Town Supervisor William Cairns should be the secondary signature

required. The clerk had requested to have the accounts changed to either her or her deputy as should illness occur it would put the town clerk/tax collector's accounts at a standstill. And further as per the NYS Comptrollers audit it was not required to have the Town Supervisor sign checks for either account. The clerk had originally set it up as a better checks and balances, but it also creates hardships trying to get together to have the secondary signatures on the checks as some of the clerk's account checks are required to be received by a specific date to agencies. Councilmember Krzyston made a motion that for the Tax Collectors checking account there will be two required signatures; either the Town Clerk/Tax Collector Elsa Schmitz or the Deputy Town Clerk/Tax Collector Laura Mills and either the Town Supervisor Mark Tuthill or his Deputy Town Supervisor William Cairns. Councilmember Tweed seconded the motion, motion carried. The Clerk's checking account will only be required to have one signature either the Town Clerk/Tax Collector Elsa Schmitz or the Deputy Town Clerk/Tax Collector Laura Mills.

Supervisor Tuthill announced we had received the 2021 Delaware County Planning Board Agreement for services and that the required \$3,500 was in the abstract for approval, the agreement required his signature. Councilmember Cairns made the motion to authorize Tuthill to sign the agreement with Councilmember Viafore seconding. Motion carried.

Committee Reports:

Highway/Machinery: (Councilmember's Tweed & Cairns) – Written report from Superintendent Evans was given to council members (see attached.) Supervisor Tuthill stated that he had been in contact with our insurance carrier regarding the mechanic's tools and was waiting to hear back. He thanked Evans for the information. Evans stated they are struggling to get the repairs completed weather has not been good. The flooding has created issues. He has met with Delaware County Soil and Water regarding the section of rock wall that washed out on West Platner Brook, it is documented with them. They will help with permits; we can get the rocks out of the stream bed. We will have to plan and schedule to rebuild the wall; right now we are able to divert the water around. Should we get another flood it will be another story. Councilmember Tweed questioned where the road was located, Tuthill explained the location. Evans stated there is a tremendous amount of water that comes down that road during rain storms; it had been rebuilt in 2006 and again in 2011. Councilmember Cairns asked if Evans had any feeling as to how much aid we would get on it. Evans stated on the rebuilding of the rock wall; no the last he spoke with Soil and Water they were going to start to work as the permitting is going to be the biggest obstacle. With their help doing the permits will be a big thing; the rocks are not much obviously we will have to hire an excavator to reset the wall. Evans stated he can't even find all the rocks and assumes they went downstream, so we will have to purchase more rock. It is a high priority and the most severe we suffered from the storm other than shoulder wash-outs which there were plenty. Evans further stated the culvert replacement project on Webster Brook and Federal Hill #2 are scheduled to take place in early spring. Both roads will be closed and word should be gotten out. Federal Hill #2 has easy access to Federal Hill #1 as an alternative route this also includes EMS, Fire and police. The Webster Brook project will be much longer and will require the road to be closed for a longer period of time. Residents above Webster Brook Spur Road as well as the residents of Pasiack Road will need to use Webster Brook Road in the Town of Kortright to Scotch Hill Road for access in and out. This route will cause an extended route of travel, he has communicated with Bloomville and Delhi Fire and EMS about the road closure. Evans stated signage and notifications will be sent out well in advance for residents of the affected roads. Tuthill said we will also put it on the website. Councilmember's Tweed and Viafore stated the website will state the information. Evans said there is no set date for the project at this time but the road will be closed for 2 to 3 weeks and will affect both Delhi and Kortright residents. Evans said he will put signs out well in advance and send letters to residents.

Councilmember Tweed questioned if highway department employees are eligible for the COVID vaccination as essential employees under transportation services. Tuthill has not heard at this time.

Evans announced the Highway Department had received a donation from The Helfgott-Renfroe Foundation in the amount of \$5,000 to be used toward the upkeep and safety of the roads. Supervisor Tuthill requested a motion be made to accept the donation. Councilmember Cairns made the motion to accept the donation as received with Councilmember Tweed seconding. Motion carried. Evans said this is the second year that the Foundation has given the town highway department a donation.

Personnel: (Councilmember's Tweed & Viafore) - Councilmember Tweed stated they are setting up the audits for the books for the Town Clerk/Tax Collector, Bookkeeper and Justice Court.

Recreation/Health/Youth: (Councilmember's Tweed & Viafore) – Councilmember Viafore stated she had sent out the Public Health Emergency Operations Plan for the Town of Delhi to departments and asked if anyone had input otherwise it is pretty much good to go to the union. She stated we just need to add the essential duties of the clerk's office. The clerk will forward the union reps email to Viafore. Viafore stated it needs to be approved by April, so we should approve it at our March meeting.

Economic Development/Shared Services: (Councilmen Cairns & Krzyston) – Councilmember Krzyston stated they have not had a meeting although the councilmember's were at the Bicentennial celebration held by the village. Krzyston also stated that he had received the Community Block Grant application webinar from Councilmember Viafore; he will attend to see if it can meet any of our needs. Krzyston stated that the village has sent out a survey regarding police reform. He encouraged residents to go on line to the village's website to complete it.

BUILDINGS: (Councilmember Cairns & Councilmember Krzyston) – Supervisor Tuthill stated he met with Larry Govendo and requested that he build a cover over the A/C unit outside the building. He has constructed and installed a cover so the ice will not destroy the unit. Councilmember Krzyston brought up the "Community Solar" which he had received from Councilmember Viafore. Tuthill stated they are doing a lot of discounts we may be available to receive something. Viafore clarified that you will receive 10% on the credits you receive not the other charges. Tuthill stated that all of our buildings would be eligible. Viafore stated you can opt out at anytime; you are not tied into anything. Supervisor Tuthill will follow up and see if he can firm up numbers.

IT: (Councilmember Tweed & Councilmember Viafore) – Councilmember Viafore stated she had checked with Jessica Vecchione who is helping the county with their zoom meetings. She stated she can help us with the service. Viafore believes there may be a fee associated so she is trying to come up with something that is free. Supervisor Tuthill stated we could host it ourselves but he would want more practice as it is complicated.

CODES: (Councilmember Cairns & Krzyston) – Councilmember Cairns stated there were no building permits issued, 9 inspections were done, there were 7 in office conferences, 7 certificates of occupancy letters, no violations and he drove 72 miles.

CODES Monthly Report:

A motion was made by Councilmember Krzyston to accept the December 2020 Code Report. Councilmember Cairns seconded the motion. Motion carried.

Justice Court Report:

A motion was made by Councilmember Krzyston to accept the December 2020 Justice Court Report. Councilmember Cairns seconded the motion. Motion carried. Councilmember Tweed questioned if the court is open. Tuthill stated they are closed but taking fines.

Clerk's Monthly Report:

A motion was made by Councilmember Krzyston to accept the December 2020 Clerk's Report and the 2020 Clerk's Year End Report and seconded by Councilmember Tweed. Motion carried.

Supervisor's Financial Report:

Supervisor Tuthill stated the report was for December 2020 month end. He further stated it was not the "year-end" as adjustments to accounts were necessary; he hopes to have the report at our next meeting. Councilmember Cairns made the motion to approve the December 2020 Supervisor's Report, with Councilmember Tweed seconding. Motion carried. Councilmember Krzyston questioned the attorney line for fees associated with lawsuits; at this time Tuthill stated we have not used it this year.

Supervisor's County Report:

Supervisor Tuthill stated the leadership stayed the same. The mental health facility is coming along; he updated the board as to the progress. Councilmember Tweed questioned the moving of departments from Page Avenue; Tuthill told her where they would be moving in the near future. They further discussed the EMS situation and the need to go forward. Tuthill will keep the board informed of what happens through the county.

Abstracts:

Councilmember Tweed made the motion to approve Abstract #001 - 2021 accounts A – SF Voucher No. 0001 – 0033 equaling \$30,432.02, account TA Voucher No. 0010 - 0012 = \$9,638.56. Total vouchers presented equaled \$40,070.58. Councilmember Viafore seconded the motion. Motion carried.

Adjourn:

Councilmember Cairns made a motion to adjourn the meeting at 8:45pm, Councilmember Viafore seconded the motion. Motion carried.

Respectfully submitted,



Elsa Schmitz
Town Clerk
Town of Delhi