

TOWN OF POMPEY TOWN BOARD MINUTES

The Town Board of the Town of Pompey held its Organizational Meeting followed by the Regular Monthly Meeting on January 3, 2022. The meeting was held in-person and was also livestreamed via Zoom platform. In attendance were: Supervisor Renee Rotondo, Councilors Ann Christmas (virtually), Judy McElhannon, Bill Lipe, James Loomis; Accountant 1 Tom Chartrand; Highway Superintendent B.R. Way; Attorney Tim Frateschi; Town Clerk Nikki Reid; and Zoom Host Veronica Hotaling; along with 6 residents.

Supervisor Rotondo called the Organizational meeting to order at 6:08 p.m. followed by the Pledge of Allegiance.

R-1-22 Motion by Rotondo, seconded by McElhannon to Appoint Baldwin, Sutphen & Frateschi, PLLC as attorney for the Town for the 2022 calendar and to be compensated \$36,000.00 per year. All in favor. Motion carried.

R-2-22 Motion by Christmas, seconded by McElhannon to adopt the following procedures/policies:

- Reaffirm Procurement Policy
- Reaffirm Investment Policy
- Reaffirm Scrap Metal Policy
- Reaffirm Fee Schedule
- Reaffirm Employee Handbook
- Set 6 hours as the standard workday for part-time elected officials, part-time employees and Code Enforcement Officer
- Approve prepayment of postage, utility bills, and health insurance premiums.

All in favor. Motion carried.

R-3-22 Motion by McElhannon, seconded by Rotondo to make the following appointments:

- Eastern Shores Associates as Brokers of Record
- Arcadis US, Inc. as Engineer for the Town
- NBT Bank and NYCLASS as Official Banks
- The Post Standard as Legal Newspaper
- Veronica Hotaling as Web Manager, subject to approval of 2022 letter of engagement
- NetManagelt as IT Manager, subject to approval of 2022 letter of engagement

All in favor. Motion carried.

R-4-22

Motion by Christmas, seconded by Lipe to set the following:

- Mileage reimbursement for any town business at \$.585 per mile
- Regular meeting date and time of Town Board will be first Monday of each month except July, September, and November when the meetings will be the first Wednesday of the month; July 6, September 7 and November 2, meetings to begin at 6:30 p.m.
- To appoint Bob Rodriguez as Code Enforcement Officer to be compensated \$35.00 per hour not to exceed \$35,000.00 per year and to appoint Lesley Rodriguez as Clerk I to Code Enforcement Officer to be compensated \$15.00 per hour, not to exceed \$3,900.00 per year
- To appoint Nicole Reid as Marriage Officer
- To appoint Debra Rapp as Deputy Clerk to be compensated \$15.00 per hour, not to exceed \$7,800.00 per year
- to appoint Kim Memory and Ken Stvan as Court Clerks to be compensated \$5,000.00 per year.

All in favor. Motion carried.

R-5-22

Motion by Lipe, seconded by McElhannon to set the following :

- To appoint Sue Smith as Chairwoman of the Planning Board, Dave Tessier as Chairman of the Zoning Board of Appeals, and Frank Erwin as Chairman of the Environmental Conservation Commission each to receive a stipend of \$300.00 per year, and to appoint Ray Randall as Chairman of the Board of Assessment Review, to receive a stipend of \$150.00 per year.
- That each member of the Planning Board, Zoning Board and Environmental Conservation will receive a stipend of \$150.00 per year
- That each member of the Board of Assessment Review will receive a stipend in the amount of \$50.00 per meeting attended
- To reappoint Dan Bargabos to the Planning Board (term expires 12/31/29)
- To appoint Deb Cook to the Planning Board to fill a vacancy and finish unexpired term (term expires 12/31/2022)

All in favor. Motion carried.

R-6-22

Motion by Loomis, seconded by Rotondo to make the following appointments:

- Reappoint Patrick Frazee to the Zoning Board of Appeals (term expires 12/31/27)

- Reappoint Phil George, Martha Viglietta, Stan Gorman, and Pauline Drexler to the Environmental Conservation Commission (terms expires 12/31/23)

R-7-22 Motion by Rotondo, seconded by McElhannon to accept the resignation of Mike Niles to the Environmental Conservation Commission and to appoint Adam Scalisi to fill vacancy (term expires 12/31/23). All in favor. Motion carried.

R-8-22 Motion by Loomis, seconded by McElhannon to make the following appointments:

- Reappoint Ed Drexler to the Board of Assessment Review (term expires 12/31/27)
- To appoint Don Neugebauer and Alma Hartnett to the Board of Ethics (term expires 12/31/22)
- To appoint Mary Beth Pazzarus as Secretary to Planning Board, to be compensated at an hourly rate of \$15.00 per hour, up to a maximum of \$1,200.00 per year
- To appoint Mary Beth Pazzarus as Secretary to Zoning Board, to be compensated at an hourly rate of \$15.00 per hour, up to a maximum of \$960.00 per year
- To appoint Meghan Campbell as Swim Program Director to be compensated \$3,500.00
- To appoint Supervisor Renee Rotondo to be the 2022 representative to OCEBA for communication purposes

All in favor. Motion carried.

R-9-22 Motion by Rotondo, seconded by McElhannon to set the 2022 Swim Program Fees as the following:

- For town residents, a suggested fee structure: \$40 for first child, \$30 for second child, \$20 for third child, capped at \$100 per family with more than 3 children
- For non-residents: \$100 per child

There was some discussion regarding the Swim Program Fees. Councilor Loomis stated that he doesn't think there should be any fees associated with the Swim Program. This is a safety issue and learning how to swim is a skill that will last a lifetime. Supervisor Rotondo stated that the suggested price per child is a very small percentage of how much the program costs the Town; roughly \$32,000.00 for the six-week program. She also stated that the Swim Program has a suggested fee only and if people cannot afford it they do not have to pay.

All in favor. Motion carried

R-10-22 Motion by Rotondo, seconded by McElhannon to appoint the Supervisor's 2022 Appointments as the following:

- Donald Saleh as Deputy Supervisor
- Thomas Chartrand as Accountant 1 (part-time) to be compensated \$20,510.00 per year
- Thomas Chartrand as Budget Officer to be compensated \$4,500.00 per year
- Ruth Hotaling as Historian to be compensated \$1,780.00 per year

All in favor. Motion carried.

R-11-22 Motion by McElhannon, seconded by Christmas to authorize the following for 2022:

- \$500,000.00 bond for Supervisor and Town Clerk and \$50,000.00 bond for all others
- Highway Superintendent to spend up to \$8,000.00 without prior approval subject to Town Procurement Policy.
- Petty Cash fund of \$125.00 for Town Clerk/Tax Collector
- Petty Cash fund of \$125.00 for Justice Court
- Supervisor to spend up to \$1,000.00 without prior approval

All in favor. Motion carried.

Supervisor Rotondo called the regular meeting to order at 6:39 p.m.

A moment of silence was had for Town Resident George Bobette who recently passed away. He will be missed.

UPDATE ON UNSAFE BUILDING – 7364 CHERRY STREET

Town Attorney Tim Frateschi has made several attempts to connect with the Engineer who inspected the unsafe building located at 7364 Cherry Street. He has not been able to get in contact with him. Mr. Chrysler could not attend tonight's meeting for personal reasons. This item has been tabled until next month.

TOWN FINANCES

Accountant Tom Chartrand gave an update on Town Finances:

Another good month for Town Clerk fees, almost all budget lines were exceeded from last year.

Court fees are still short; roughly \$2,500.00 short from what was budgeted.

General Fund: Spending at 73%; Revenue at 120%.

Highway Fund: Spending at 73%; Revenue at 97%.

R-12-22 Motion by McElhannon, seconded by Christmas to accept the December 2021 Monthly Report for the Supervisor Account. All in favor. Motion carried.

R-13-22 Motion by Loomis, seconded by Lipe to accept the December 2021 Bank Reconciliation Reports for the Supervisor, Town Clerk, and Tax Collector. All in favor. Motion carried.

R-14-22 Motion by Rotondo, seconded by McElhannon to approve the payment of General Fund Abstract Nos. 1-29, totaling \$85,618.50; Highway Fund Abstract Nos. 1-14, totaling \$69,116.07; Special District Abstract Nos. 1-3, totaling \$2,075.66. All in favor. Motion carried.

R-15-22 Motion by Loomis, seconded by Christmas to authorize the Town Supervisor and Deputy Supervisor to sign town checks and to appoint Town Clerk as recording secretary. All in favor. Motion carried.

TOWN CLERK'S REPORT

R-16-22 Motion by Rotondo, seconded by Christmas to accept the December 3, 2021, Regular Meeting minutes. All in favor. Motion carried.

HIGHWAY SUPERINTENDENT'S REPORT

Highway Superintendent B.R. Way would like to purchase a new pay loader. The current pay loader is ten years old and has less than 3,000 hours on it. Milton CAT offered a trade-in amount of \$65,000.00, which he feels is low. After looking through Auctions International, he believes he can auction off the pay loader for \$70,000.00 to \$80,000.00. He would like to purchase a new pay loader outright and auction off the old one, setting a reserve of \$65,000.00. If the reserve is not met, he could still set \$65,000.00 in trade-in. The pay loader will take 6 to 8 months to be delivered.

R-17-22 Motion by Rotondo, seconded by McElhannon to approve the following transfer:

HIGHWAY FUND

From: DA9950.9	Transfer to Reserve	Transfer	<u>\$22,000.00</u>
		TOTAL	\$22,000.00

To:	DA5130.4	Machinery	Equipment	<u>\$22,0000.00</u>
			TOTAL	\$22,000.00

All in favor. Motion carried.

R-18-22 Motion by Rotondo, seconded by Lipe to authorize Highway Superintendent B.R. Way to purchase a Pay Loader CAT 950GC under NYS OGS/NJPA Contract #PC69406 from Milton CAT for the total sum of \$201,422.00. All in favor. Motion carried.

Highway Superintendent B.R. Way said the speed readers will be in next week and a plan needs to be made where they should be placed. Town of Pompey signs are in and are being assembled. He also updated that the Highway Department has made 20 snowplow trips to date.

R-19-22 Motion by Rotondo, seconded by McElhannon to authorize Murfitt Tree Service to remove the tree that is in danger of falling on the schoolhouse property. All in favor. Motion carried.

R-20-22 Motion by Rotondo, seconded by McElhannon to declare the following items as surplus and to be sold: CAT Loader 950, Yale Forklift, Truck Box Everest, CAT 950 Rim, Town Fabricated Dump Box, Steel Culvert Pipe, 5 V-Plows. All in favor. Motion carried.

R-21-22 Motion by McElhannon, seconded by Loomis to declare the following items as scrap and to be disposed of by the Highway Superintendent at the lowest cost possible: metal angle grinder, 20-ton hydraulic jack, floor jack 2 ton, lawn mower, pressure washer, metal cutting saw, water tank 800 gallons, 7x12 trailer, battery trimmer, 1 ton pickup with plow, broken drill set. All in favor. Motion carried.

TOWN ATTORNEY’S REPORT

R-22-22 Motion by Christmas, seconded by Loomis to authorize Supervisor Rotondo to sign the Manlius Fire Department Contract for 2022. All in favor. Motion carried.

TOWN COUNCILORS REPORT

Town Councilor Judy McElhannon stated that the Pompey Town Hall sign located in front of the Town Hall Building split in half during the last storm. She reached out to Nancy Abbott of Sign Solutions about replacing it. Supervisor Rotondo would like Nancy to make up a couple of designs for the Town Board to choose from. She would like the sign to read Pompey Town Hall and Highway Department.

SUPERVISOR'S REPORT

Supervisor Rotondo stated that the Town received a very limited supply of Covid home test kits and masks last week; another batch should be disbursed to the Town this week. Fabius Pompey School also sent all students home with one test kit.

Codes Officer Bob Rodriguez gave an end-of-year report to Supervisor Rotondo, which she shared with the Board Members. There were 111 building permits issued in 2021; 36 have been completed. \$15,755.00 in fees were collected.

R-23-22 Motion by Loomis, seconded by McElhannon to award the contract to Green Team Lighting for the LED lighting project in the Highway Department in the amount of \$7,724.00. All in favor. Motion carried.

Supervisor Rotondo gave an update on Pivot Energy Solar Project. The Planning Board met in December and voted not to recommend the Tier 3 Solar Project. They will be meeting in January to approve the written version of the recommendation. Once the Town Board receives the written recommendation and the meeting minutes, they will discuss it at the next Town Board meeting in February.

R-24-22 Motion by Rotondo, seconded by McElhannon to authorize Bill Lipe and James Loomis to attend the New Officer's Training. All in favor. Motion carried.

R-25-22 Motion by McElhannon, seconded by Lipe to authorize Supervisor Rotondo to attend the Association of Towns Annual Meeting. All in favor. Motion carried.

Supervisor Rotondo wanted to commend Len Widdekind for the excellent job he's done painting the Town Lobby.

Supervisor Rotondo was approached by Wallace Roher's family to see if there was anything the Town of Pompey can do on the occasion of his 100th birthday. They family loved the idea of the Town doing a Resolution for him; Supervisor Rotondo also reached out to County Legislator Dave Knapp to do a Proclamation on his behalf. Honor Flight is also going to participate. Supervisor Rotondo stated that there are only 2% of the Veterans who fought in WWII still alive; it's amazing that we have one in our Town.

R-26-22 Motion by Rotondo, seconded by Rotondo to adopt the following Resolution:

PUBLIC COMMENT:

No public comment.

R-27-22 Motion by McElhannon, seconded by Lipe to adjourn at 7:37 p.m. All in favor.
Motion carried.

Respectfully Submitted,

Nikki Reid
Pompey Town Clerk