

**GUILFORD REGULAR TOWN BOARD MEETING
WEDNESDAY, MARCH 08, 2023, AT 7:00 PM
TOWN HALL, GUILFORD CENTER
STATE OF NEW YORK**

Town Board present: Councilmember Terence Ives
Councilmember Thomas Ives
Councilmember Matthew Retz
Councilmember Gilda Ward
Supervisor George Seneck

Officials present: Town Clerk Jodie Ives
Deputy Town Clerk Gail Hoffman

Official excused: Highway Superintendent Robert Fleming

I CALL TO ORDER

Supervisor Seneck called the regular meeting to order at 7:00 p.m.

II PLEDGE OF ALLEGIANCE

Councilmember Matt Retz led the Pledge of Allegiance to the Flag.

III APPROVAL OF MINUTES

RESOLUTION - Motion to dispense with the reading of the minutes from the February 08, 2023, meeting was moved by Councilmember Terry Ives. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

RESOLUTION - Motion to approve the minutes from the February 08, 2023, meeting as presented was moved by Councilmember Tom Ives. Seconded by Councilmember Terry Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

IV NBT BANK INVESTMENT PRESENTATION – MARK PRIAN

Mark Prian, Sr. VP Institutional Wealth Management Consultant with NBT, discussed an Investment Management Account for Treasury Bills. Interest is high for the short term (ex: next 12-18 months). Treasury bills may be purchased in tiers (3, 6, 9 or 12 months) to aid with our cash flow needs. It is a very customizable plan. We would buy on the open market and purchase at a discounted rate. Treasury bills are backed in full faith and credit by the US government. There is no benefit to invest beyond a 12-month period. The current yield on a 12-month investment is maxed at 5%. A 3-month investment yield is near 4.9%. After a nominal fee from NBT the yield would be approximately 4.7%.

Our Board would need to establish the investment management account utilizing the Treasury bill approach and who controls it, designate who has the authority to open and close the account, and who can authorize the investments.

RESOLUTION – Motion to establish the Investment Management Account at NBT Bank and authorize the Chief Fiscal Officer/Town Supervisor, and Deputy Supervisor to be authorized controlling individuals of the account, moved by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward.

Roll Call:

Councilmember Tom Ives - Aye
Councilmember Terry Ives - Aye
Councilmember Gilda Ward - Aye
Councilmember Matt Retz - Aye
Supervisor George Seneck - Aye

Motion carries.

V FROM THE FLOOR – Speaker 1 expressed concern regarding deer poaching on County Route 36. Speaker 1 also stated on April 1st, 2023, there will be a road clean-up day. Waste Recovery has donated a dumpster and P.A.K. Construction will sponsor a chicken Bar-B-Q.

Speaker 2 has also noticed deer poaching in the area and has trail cameras up. In addition, Camp Mesorah also has and offers a dumpster for garbage disposal.

VI REPORTS

A. SUPERVISOR – Supervisor Seneck reported the following:

1. Sent a letter addressing issues noted in the annual Guilford Water District Report to the Chenango County Health Department.
2. Forwarded the email update on the Guilford Water Project from Brendon Becker to the Board.
3. Have not received an update from Chris Stanton on the High Bridge Wind Project.
4. Sent a letter to George Papathanasiou describing roof damage to the house he owns at 1281 County Route 35 in the Hamlet of Guilford.
5. Received a second letter from the NYS Comptroller’s Office requesting the submittal of funds due from Judge Persons.
6. Received a complaint for a property at 933 State Hwy. 8 in Rockdale.
7. Updated insurance documents in Grants Gateway as requested by the NYS DEC for the engineering grant for the Guilford Lake Dam.
8. Received the Extension Express from the Chenango County Cornell Cooperative Extension. It included a warm farewell to retiring director Ken Smith.
9. Received information on supplement emergency HEAP benefits for Chenango County residents.
10. Received a grant application from Chenango County Soil and Water for “Outdoor Recreational Improvement.”
11. Updated the ZOOM account for the Town of Guilford.
12. The 2022 AUD has been filed with the NYS Comptroller.
13. Updated the Town’s Hazard Mitigation Plan.
14. To date, have not received a petition requesting a public vote on reducing the number of Town Justices from two to one.

B. TOWN CLERK – Town Clerk Jodie Ives reported the following:

1. A Tax Collection report was attached for February 2023. We have collected \$2,512,258.59 of our total warrant \$3,307,059. The remaining amount is \$794,800.79. Town Clerk Ives is happy to report that the tax accounts are all in balance. We are now collecting payments for March which include a two percent penalty.
2. The February statistics report and Dog Control Officer reports were included in the board packet.

- 3. There was a flyer included in the packet announcing the first Chenango County Rabies Clinic for 2023. This will be held here in Guilford on Saturday, March 25, 2023 from 9:00 to 10:30 a.m. at the Highway Garage.

C. FINANCIALS

RESOLUTION - Motion to bring the financials for December 2022 and January 2023 off the table moved by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

Supervisor Seneck reported the following:

- 1. Received final December 2022 and January 2023 financial reports.
- 2. Received the February 2023 financial report.

RESOLUTION - Motion to accept the December 2022 financials as presented moved by Councilmember Terry Ives. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

RESOLUTION - Motion to accept the January 2023 financials as presented moved by Councilmember Terry Ives. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

RESOLUTION - Motion to accept the February 2023 financials as presented moved by Councilmember Tom Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

RESOLUTION – Motion to create a new account for the Guilford Lake Dam Project moved by Councilmember Tom Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

**Proposed Town of Guilford
Transfers for March 2023**

Town General

From Unassigned Fund Balance	-\$100,000.00	
To (New Line) Guilford Lake Dam Project Account		+\$100,000.00
From Unassigned Fund Balance	-\$30,000.00	
To General Fund Equipment Reserve		+\$30,000.00

Town Highway

From Unassigned Fund Balance	-\$110,279.03	
To Hwy. Equipment Reserve (Equip line balance from 2022 and Sale of Equip.)		+\$110,279.03

RESOLUTION - Motion to accept the proposed transfers moved by Councilmember Terry Ives. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

D. HIGHWAY – No report.

E. COMMITTEE REPORTS

1. HIGHWAY COMMITTEE – Councilmember Retz reported the following:

- a. Highway truck #22 is back in service.
- b. Dodge 1-ton truck has not been delivered and get no response from the vendor.
- c. Build date and pricing on a highway truck is expected in June.
- d. Chipper was repaired in house.
- e. Fuller Gravel will crush millings, and these will be used on Ken Stead Road this spring.
- f. Roadside mowing is in progress.
- g. Docks are almost complete.
- h. Box dump locks are in for the highway trucks.
- i. Plowed twice on Saturday, 3/4/23, as it was a very wet, heavy, and messy snow.
- j. Grant funds are possible to pay for culvert replacements.

2. BUILDING COMMITTEE - Councilmember Ward reported the following:

- a. Met to discuss the cold storage building. There are two ideas for the design. The location of the current septic system at the highway garage is a concern.
- b. Outside stairs need replacing, possibly with concrete and safety treads.
- c. Vandalism continues at the Mt Upton park.
- d. Insurance money has come in for the garage door damage.
- e. The raised sidewalk by the Town Hall can be painted to indicate the hazard. Sidewalk repairs will be scheduled for this Spring and will include drainage.
- f. A State inspector was in looking at the boilers at the Town Hall and the Highway Garage. We are required to have an inspection completed by our insurance company and the Town Hall boiler needs work on the relief valve.

3. PLANNING COMMITTEE – Chairperson Bob Davis reviewed a simple subdivision request for Carl and Elsie Johnson (Eric Johnson) on County Road 36, tax map #197.-1-16.

RESOLUTION - Motion to approve the subdivision request pending Chenango County approval Tuesday, March 14, 2023, for Carl and Elsie Johnson (Eric Johnson), tax map #197.-1-16, moved by Councilmember Terry Ives. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion Carries.

VII OLD BUSINESS

- A. HIGHWAY CLOTHING ORDERS – RESOLUTION – Motion to table the Highway clothing orders moved by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion Carries.**
- B. PROPERTY TAX EXEMPTIONS FOR FIRE FIGHTERS** There is legislation to increase the state level income tax credit from \$250 to \$500. Taxpayers can take the exemption or the tax credit but not both. Nothing will happen this year as it has passed the March 1 deadline. This is a residential savings only and would require work by the assessor. No action taken.
- C. UNSAFE STRUCTURE LAW – RESOLUTION – Motion to bring the draft Unsafe Structure Law off the table moved by Councilmember Tom Ives. Seconded by Councilmember Terry Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.**

DISCUSSION - revisions have been made to the law at the suggestion of Councilmember Gilda Ward. Enforcement is the issue and the town will need to hire a Code Enforcement Officer. Steve Fox would be interested in the position. He is willing to come to the next Town meeting.

RESOLUTION - Motion to table until the next meeting moved by Councilmember Gilda Ward. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

VIII NEW BUSINESS

- A. **APPOINT GUILFORD WATER TREATMENT PLANT OPERATOR TRAINEE – RESOLUTION –** Motion to appoint Paul Heath as the Guilford Water Treatment Plant Operator Trainee, retroactive to 1/1/2022, at the rate of \$35 per day moved by Councilmember Gilda Ward. Seconded by Councilmember Terry Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.
- B. **APPOINT CUSTODIAL WORKER PT – RESOLUTION –** Motion to appoint Julie Tietjen as Custodial Worker PT at an annual salary of \$3,800, effective March 19, 2023, moved by Councilmember Gilda Ward. Seconded by Councilmember Terry Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.
- C. **SAND, GRAVEL & STONE BID –** Bids were opened last night, but the Highway Superintendent has not had an opportunity to review them. RESOLUTION - Motion to Table the bids for sand, gravel and stone moved by Councilmember Gilda Ward. Seconded by Councilmember Matt Retz. AYES: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.
- D. **SURPLUS EQUIPMENT – RESOLUTION –** Motion to declare a group of electronic office items as surplus to current needs with no value and these items are authorized to be disposed of in the proper manner moved by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward. AYES: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.
- E. **RFP FOR HIGHWAY STORAGE SHED ENGINEERING PROPOSALS – RESOLUTION –** Motion to seek bid proposals for engineered plans for a highway cold storage building moved by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward. AYES: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

IX FROM THE FLOOR Speaker#1 states that Wind farm representatives are asking for lease extensions.

Speaker #2 In reference to the septic at the Highway Garage, suggests there are “as built” drawings or photos on an external hard drive. It was also suggested that we can reach out to the contractor for his plans from time of construction.

X EXECUTIVE SESSION

RESOLUTION - Motion to go into Executive Session at 8:32 p.m. to discuss a personnel matter moved by Councilmember Tom Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

RESOLUTION – Motion to exit Executive Session at 8:40 p.m. made by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

XI AUDIT & PAYMENT OF BILLS

At an earlier time, General Fund vouchers number 41 - 64 in the amount of \$26,327.15, Highway Fund vouchers number 29 - 38 in the amount of \$18,588.76, Lighting District vouchers number 4 - 5 in the amount of \$691.63, Mt. Upton Water District vouchers number 14 - 18 in the amount of \$1,666.07 and Guilford Water District vouchers number 13 - 16 in the amount of \$524.87 were audited. Motion to approve payment of the bills moved by Councilmember Gilda Ward. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

XII ADJOURNMENT

Being no further business, Councilmember Terry Ives moved to adjourn at 8:41 p.m. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

Respectfully Submitted,

Jodie M. Ives, Town Clerk