

**GUILFORD REGULAR TOWN BOARD MEETING
WEDNESDAY, MAY 10, 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
Highway Superintendent Robert Fleming (arrived late)

I CALL TO ORDER

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

II PLEDGE OF ALLEGIANCE

Councilmember Terry Ives led the Pledge of Allegiance to the Flag.

III APPROVAL OF MINUTES

RESOLUTION - Motion to dispense with the reading of the minutes from the April 12, 2023, meeting 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.

RESOLUTION - Motion to approve the minutes from the April 12, 2023, meeting as presented 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 dispense with the reading of the minutes from the April 18, 2023, meeting was 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 approve the minutes from the April 18, 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 HISTORIAN EMERITUS PRESENTATION – TOM GRAY – Supervisor Seneck presented Tom Gray with a beautiful plaque naming Tom, in the year 2023, Historian Emeritus and thanked him for his many years of service researching and preserving Town of Guilford history. Tom spoke briefly about how he came to be the Historian and encouraged everyone to visit the Historical Society and Museum.

V FROM THE FLOOR – Speaker 1 Presented further information on the Hometown Heroes Banner Program. The desired flag size is 24” x 48” at a cost of \$104.95 with hardware costing \$69.95. The Hamlet of Guilford has 22 poles

available for 44 banners. Permission will be needed from NYSEG to place the banners on their poles. The next steps will be choosing a banner design and seeking interest for who would like to order banners.

VI REPORTS

A. SUPERVISOR – Supervisor Seneck reported the following:

1. Received official notification that Justice Jeremy Person has been removed from office by the NYS Court of Appeals. Supervisor Seneck will contact NBT to close his Justice Account and transfer the funds to Judge Osborn.
2. Request from Attorney Nate VanWhy to schedule a meeting at least two weeks out.
3. Suggestions for updating the job descriptions for a Deputy Highway Superintendent.
4. June 10th is Airport Day in Chenango County.
5. June 17th is Dairy Day at the Chenango County Fair Grounds.
6. May has been proclaimed National Military Appreciation Month in Chenango County.
7. Received the May – June issue of the Cornell Cooperative Extension Express.
8. July 21st is the 11th Annual Ag Tour for Legislators.
9. Met with Johnson Controls to resolve the issue with the proposed change order.
10. Should the town plan a white goods and/or an electronics cleanup day? The Board agrees we should schedule this as soon as possible.
11. Discussed requesting an extension from EFC for the Hamlet of Guilford Water Project.
12. Received materials from the Chenango County Office for the Aging.
13. The state budget has passed shifting significant Medicaid costs to the county and doubles the rates for 18 – B assigned council.
14. The equalization rate for 2023 has dropped to 83%.
15. Our Lowe’s account has been updated.

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

1. A Tax Collection report was attached for April 2023. We have collected \$2,716,178 of our total warrant. The remaining amount is under \$600,000.
We are now collecting payments for May, our final month, and these collections include a four percent penalty.
2. The April Statistics report and Dog Control Officer reports were included in the board packet.
3. Drafts were given to the board of a Safety Plan for the Summer Program as well as a Law for the Town Parks last month. Does anyone have any feedback, questions or comments? Gail spoke with Carol Hubbard and a few minor changes were made.
4. Mount Upton Park after event inspections. We have been taking renters credit card copies to keep on file for damages that may occur during a rental event. On the application we stated that the card would be kept on record until a satisfactory inspection report was completed at the completion of the event. No reports have been given to the Town Clerk after an event.
5. The flags for the cemeteries have been ordered and received.
6. Town Clerk, Jodie Ives has reached her one-year Anniversary.
7. Auditors from the NYS Comptroller’s Office are here looking over all town records.

C. FINANCIALS - Supervisor Seneck reported the following:

1. Revenue – Mortgage Tax is \$15,225.68.
2. The transfer of Funds for the Guilford Lake Engineering needs to be completed. Code A1440.42. This was approved in March.

3. Highway will receive \$127,370.22 in state aid: EWR and POP. The general repairs account will be increased.
4. Sales Tax revenue continues to be up 3.2%.

RESOLUTION - Motion to accept the April 2023 financials as presented with a notation regarding a concern from Councilmember Ward 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.

D. HIGHWAY – Highway Superintendent Robert Fleming reported the following:

- a. Completed the Grant application for the Marble Road pipe funding with Chenango County Soil & Water.
- b. Thank Lil and Pat Hawkins for roadside cleanup efforts.
- c. Culverts were received for Marble and Wahlberg Road projects.
- d. Working on the 284 agreement, waiting for some estimates.
- e. Cold Mix paved Ken Stead Road.
- f. Working with the Town of Oxford to widen Quarry Road.
- g. Tracey Road Equipment states our first truck delivery will be next year, possibly in the 1st quarter.
- h. There was water damage from heavy rain. A few culverts are still plugged.

E. COMMITTEE REPORTS

1. **HIGHWAY COMMITTEE** – Did not meet. Dash cam quotes will be available for the next meeting.
2. **BUILDING COMMITTEE AND MOUNT UPTON PARK** - Councilmember Ward reported the following:
 - a. Outside stairs do not need to be at handicap slope.
 - b. A final design has been determined for our Cold Storage building. Met with engineer 5/10/23.
 - c. Mount Upton Park Committee met 4/17/23. The following items were discussed:
 - A new sign for the park will be an Eagle Scout project.
 - Motion lights for the bathrooms will be installed this coming weekend.
 - Vandalism is increasing.
 - The urinal in the men’s bathroom is leaking.
 - There is flooding in the park. A neighboring property has a pipe draining to the park property causing water to stand and this is limiting mowing.
3. **PLANNING COMMITTEE** – Chairperson Bob Davis reviewed a simple subdivision request for John Knapp on County Road 36, tax map #185.-1-15.22.

RESOLUTION - Motion to approve the subdivision request for John Knapp, tax map #185.-1-15.22, 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. RESOLUTION RFP HIGHWAY GARAGE & DOOR REPAIRS** – A RFP was published for the structural repair to the Highway Garage. We received no response to this request. Previously Richard Wakeman had prepared a quote for the repair and the cost is \$19,469.50. RESOLUTION - Motion to accept the Wakeman proposal at the cost of not to exceed \$19,469.50 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. A RFP was published for the garage door repairs at the Highway Garage. One bid was received from

Overhead Door Company of Binghamton to repair the damaged door panels at a cost of \$4,792.11. A previous quote from Hayes Garage Door Service was higher and replaced the entire door for \$10,000. RESOLUTION - Motion to accept the quote from Hayes Garage Door Service for \$10,000 to replace the entire door moved by Councilmember Matt Retz. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion Carries.

- B. RFP HIGHWAY COLD STORAGE ENGINEERING PROPOSALS** – RESOLUTION - Motion to bring the Highway Cold Storage Shed topic of Engineering 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. RESOLUTION - Motion to publish a revised RFP and legal notice for one set of plans for our Cold Storage Building 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.
- C. HIGHWAY SUMMER SEASONAL POSITIONS** – RESOLUTION – Motion to adjust the rate of pay for summer seasonal employee Delmar S. Franklin from \$20.00 per hour to \$22.00 per hour effective and retroactive to April 1, 2023, moved by Councilmember Tom Ives. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion Carries.
- D. JOHNSON CONTROLS CHANGE ORDER** – We met with their salesperson to review the proposal requested in the change order. He determined that the change order is not necessary, and work should be able to proceed as is. Wiring thought to be needed in the attic space can be wireless. If work must be done in the attic space his employees have a harness system that can be used to eliminate the need for flooring to be installed.
- E. RESOLUTION STORAGE SHED GUILFORD LAKE SUMMER PROGRAM** – RESOLUTION – Motion to accept the proposal for an 8' x 12' storage shed with a steel roof and a single door to be placed on Beach Road for the Guilford Lake summer program from the low bid vendor Farmyard Enterprises at \$2,995 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.

VIII NEW BUSINESS

- A. RESOLUTION ANNUAL INSURANCE RENEWAL** – The insurance policy renewal was delivered by Jo Ann Smith of Gates-Cole Insurance. The premium rate is up, and it was suggested to increase our deductible on buildings from \$1,000 to \$5,000. RESOLUTION – Motion to increase the buildings deductible from \$1,000 to \$5,000 and authorize Supervisor Seneck to sign the policy renewal 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.
- B. HIGHWAY DASH CAMERAS** - Quotes will be reviewed next month.
- C. DOG ENUMERATION** – The Board would like to compare what other Towns are paying their enumerators to complete a dog census. No Action Taken.
- D. RESOLUTION CHENANGO COUNTY SOIL & WATER GRANTS** – RESOLUTION – Motion to authorize applying for a Chenango County Soil & Water Grant for the Highway Department for the Marble Road crossover pipe project for the maximum award \$15,000 moved by Councilmember Tom Ives. Seconded by Matt Retz Councilmember. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion Carries.
RESOLUTION – Motion to authorize applying for a Chenango County Soil & Water Grant for the Guilford Lake Summer Program storage shed in the amount of \$3,235 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.

E. CHENANGO COUNTY ROADSIDE MOWING AGREEMENT – The Town of Guilford will mow county roads within the town limits at the discretion of the Highway Superintendent. RESOLUTION – Motion to authorize Supervisor Seneck to approve and sign the roadside mowing agreement with Chenango County moved by Councilmember Terry Ives. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None.

F. BERGMANN/COLLIERS PROPOSAL – GUILFORD LAKE DAM – This is a proposal to perform a required Dam Safety Inspection, Low Level Outlet Evaluation, and Incremental Design Flood Analysis of the Guilford Lake Dam. Our attorney has concerns with the proposal and has made modifications.

IX FROM THE FLOOR - Speaker 1 Roadside cleanup with business sponsorship will continue and expand in 7 different towns: Bainbridge, Brisben, Greene, Oxford, Norwich, North Norwich and Sherburne.

X AUDIT & PAYMENT OF BILLS

At an earlier time, General Fund vouchers number 87 - 115 in the amount of \$41,494.43, Highway Fund vouchers number 63 - 76 in the amount of \$55,595.06, Lighting District vouchers number 8 - 9 in the amount of \$656.74, Mt. Upton Water District vouchers number 26 - 29 in the amount of \$638.72 and Guilford Water District vouchers number 23 - 27 in the amount of \$568.75 were audited. Motion to approve payment of the bills 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.

XI ADJOURNMENT

Being no further business, Councilmember Terry Ives moved to adjourn at 9:03 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