

**GUILFORD REGULAR TOWN BOARD MEETING
WEDNESDAY, JULY 12, 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

PUBLIC HEARING – TO REVIEW PROPOSED LOCAL LAW #2 OF 2023 REGARDING UNSAFE STRUCTURES

Town Clerk Jodie Ives read the legal notice regarding the public hearing on Proposed Local Law #2 of 2023. Supervisor Seneck declared the hearing open at 7:01 p.m.

Public Comment – Speaker 1 - Regarding a Code Enforcement Officer, the Town needs to be cautious and have a system in place as a check and balance over the position. Speaker 1 also stated that uniform and energy codes change and update all the time so the wording should be modified to acknowledge older code and structures.

Speaker 2 – Stated the law draft was put on the website late and believes it is required to be posted on the website for 30 days and therefore recommends the public hearing be tabled. Speaker 2 also asked why hasn't there been public comment regarding this topic and is it in compliance with the comprehensive plan. Supervisor Seneck assured everyone that this has been reviewed by the town's attorney and that it complies and that the purpose of this public hearing is for public comment on the topic. Speaker 2 continued to ask is this subject to a 239 environmental review. Supervisor Seneck will check into the requirements and check with the County Planning Department. Speaker 2 feels that there has not been enough public disclosure regarding this law.

Speaker 3 - Inquires what is the intent of this law and who declares the structure unsafe. In addition, he asked where does the complaint process start. Supervisor Seneck replied that the code officer would determine public safety issues with an assessment after receiving a written complaint from the community, a board member, or a resident.

RESOLUTION – Motion to declare the Public Hearing closed at 7:11 pm 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.

I CALL TO ORDER

Supervisor Seneck called the regular meeting to order at 7:12 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 June 14, 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 June 14, 2023, meeting as presented was 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.

IV ZOOM DASH CAMERA SYSTEM-SAMSARA REPRESENTATIVE CHRISTOPHER WRIGHT

The Town is looking to install dash cameras in our Highway Vehicles. There are some union concerns. However, an outward facing camera should pose no issues. There is no data shared, solicited, or sold. Privacy is customizable. The objective is focused on safety.

The Board members asked, and Christopher answered the following questions:

Q - Does this record speed? A – Yes, this can be produced in a report.

Q – What is the field of vision? A – The forward view is 10-80 at 190 degrees. It will extend beyond the hood of the vehicle and the full width of the windshield.

Q - When do the units turn on? A- The device records nonstop when the vehicle is moving, and the engine is activated by default.

Q- Can you provide a sample video of a truck traveling on the road? A – Yes, and he provided a dashboard sample and a video sample.

Q - Does it record hazards or infractions? A - Yes based on setup. Voice activation in the camera could report to the driver regarding an infraction.

Q – Can you describe the pilot program? A – Yes, encourage a 60-90 day pilot with devices in vehicles and monitoring. This is a free pilot with no liability to the Town. Our Pilot timeframe is recommended to be through snow season, during time of inclement weather and full vehicle operation.

Q – Is the recording done through the Cloud? A – Yes, recording is AWS Cloud based for video and data.

Q - What sort of tech support is provided? A – There is 24 /7 support via phone or a ticket system. Also, during regular business hours Chris would provide direct support.

Q – Can the Highway Superintendent view a map in real time to track the relative location of each vehicle? A – Yes, it is real time mapping with precise coordinates.

Q - Is the inward facing camera the same camera? A – Yes, the same type of camera on both sides of the unit.

Q – If the town starts with a front facing camera system and decides to change to a dual camera system do we need to replace the cameras? A – Yes, the cameras would need to be changed.

V FROM THE FLOOR – No Comments

VI REPORTS

A. SUPERVISOR – Supervisor Seneck reported the following:

1. Mr. Layne, the owner of the Mount Upton High School property, has not applied for a demo permit.
2. Regular and certified letters were sent to the owners of property on County Road #38 whose sheep and other livestock have been in the road. No response was received.
3. Spoke with Sheriff Cutting and provided copies of Ag and Markets Laws and requested it be addressed by law enforcement.
4. Councilmember Ward and Supervisor Seneck met yesterday with engineers from Bergman working on the inspection of the Guilford Lake Dam. The previously noted DEC deficiencies may change. There are vegetation and sediment issues. Additionally, there are concerns with the wing walls and fencing. Each

of these items has an impact on our liability insurance costs. The floodway, downstream survey was conducted.

5. July 29th: Guilford Historical Society’s 25th Anniversary Celebration, Guilford Center 9 to 3, Mount Upton Days at the Mount Upton Park 10 to 3, Guilford Days, Hamlet of Guilford 9 to 2, Taste of Chenango, Chenango County Fairgrounds 1 to 7.
6. Chenango County Ag Tour is Friday, July 21st.
7. Request for use of the town hall for a meet the candidates program. Date and time TBD.
8. Repairs to the highway garage have been completed.

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

1. The June Statistics report and Dog Control Officer reports were included in the board packet.
2. The Comptroller’s Office Auditors are still here. They have determined the single audit focus to be budget and fund balance.
3. We have received payment for a 2022 tax bill that had been receipted in error. We have sought legal counsel on the remaining account and how we can proceed with the collection.
4. A current ARPA spreadsheet was included in the board packet. The new docks are complete and installed. The total cost for the docks was \$21,657.

C. FINANCIALS - Supervisor Seneck reported the following:

1. Adjustments for T-Bill interest and fees will be made when they mature.
2. June’s budget amendments were not sent to Karen (the bookkeeper).
3. Interest and earnings are significantly greater than budgeted amounts.
4. Lighting District expenditures are less than budget.

RESOLUTION - Motion to accept the June 2023 financials as presented 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.

Proposed Budget Amendments for July 2023

Town General

Increase A1620.4 Buildings Contractual	+\$29,574.86	
From A2680 Insurance Recoveries		-\$29,574.86
Increase A1420.4 Attorney Contractual	+\$2,000	
From A1990.4 Contingent		-\$2,000
Increase A1440.4 Engineer Contractual	+\$2,500	
From A1990.4 Contingent		-\$2,500
Increase A7310.2 Youth Program Equip	+995.00	
From A1990.4 Contingent		-\$995.00
Increase A1910.4 Unallocated Insurance	+\$910.15	
From A1990.4 Contingent		-\$910.15

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

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

- a. Working on Whites Hill Road repairs.
- b. Doing gradall work on Aldrich Road, and excavator work on Junction Road.
- c. Helped Keith Robinson assemble and install the docks.
- d. The phone at the garage is not working.

E. COMMITTEE REPORTS

1. **HIGHWAY COMMITTEE** – Councilmember Retz reported the following:

- a. Met 7/11/23.
- b. Plans to pave Upper High Bridge Road later this month and then will oil and stone High Bridge & Stead Roads.
- c. Roadside mowing is in progress.
- d. The Marble Road culvert project is done. The Wahlberg pipe is scheduled for mid to late August.
- e. Have not been provided build dates on trucks.
- f. A Mount Upton resident with excessive fill dirt from the river is willing to donate it to the Town. The town should draft an agreement stating that this is a donation to the Town with no additional cleanup of the landowner's yard.

2. **BUILDING COMMITTEE** - Councilmember Ward reported the following:

- a. Met 7/11/23
- b. The outside plow décor needs to be painted.
- c. The annual fire extinguisher inspection is due to be scheduled.
- d. Carpet cleaning needs to be scheduled after Johnson Controls finishes in the Town Hall.

3. **PLANNING COMMITTEE** – no business.

4. **PARK UPDATES** – Councilmember Ward reported the following:

- a. Met on 6/19/23 and 7/10/23.
- b. The park and pavilion continue to have vandalism and broken glass bottles.
- c. Looking for information on security cameras.
- d. Repairs to the leaking urinal are complete. Light bulbs in the men's room need replacing.
- e. The committee is very happy with the care received from the Highway Department.
- f. Gravel is needed around the playground equipment, swings and in the driveway.
- g. The committee reviewed the proposed park law.
- h. Soccer teams may plan to use the park in the fall.
- i. Mount Upton Community Days will be held at the park on July 29th.

VII OLD BUSINESS

A. HIGHWAY DASH CAMERAS The town received three quotes on the dash camera systems from Teletrac, Samsara and Verizon. RESOLUTION - Motion to approve the purchase of Samsara camera system at a cost of \$3,088.80 and move forward with their pilot program for the snow plowing season 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.

B. GUILFORD PARK LAW – Discussion – On page 4 section C items 6 and 7 seem repetitive. Also, on page 3 items A and B regarding designated swimming times; the town has set hours for the lifeguards. Additionally, alcohol is not allowed with any exceptions. Supervisor Seneck asks for additional feedback before we move to a public hearing. RESOLUTION - Motion to 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.

C. RESOLUTION UNSAFE STRUCTURES LAW – RESOLUTION – Motion to table the proposed Town of Guilford Local Law #2 for the year 2023 Entitled Unsafe Structures 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.

VIII NEW BUSINESS

- A. SUMMER PROGRAM STAFF APPOINTMENTS** – RESOLUTION - Motion to appoint Jeremiah Hubbard to a Summer Lifeguard position effective June 26, 2023 at a rate of \$18.00/hour 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. GUILFORD DAYS** – RESOLUTION – Motion to sponsor Guilford Days on July 29, 2023, 9:00 am – 2:00 pm and provide a certificate of insurance naming the Bainbridge-Guilford Central School District as additional insured for use of their lawn at the Guilford Elementary School - pony rides will require their own insurance and name the town as additional insured, 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 authorize PAK Construction to park equipment on the Town owned lot on School Street for the Guilford Days event 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.
- C. COURT FUNDS REQUEST** - Supervisor Seneck spoke with the comptroller's office, and they just began processing the paperwork for a refund that is due to the Town of Guilford Court. There is a backlog of items that they are looking at regarding Judge Persons' older accounts.
- D. SALES TAX** – RESOLUTION - Motion to satisfy the Highway fund sales tax revenue distribution and deposit all remaining sales tax funds to the General fund moved by Councilmember Tom Ives. Seconded by Councilmember Matt Retz. Ayes: Councilmembers Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.
- E. RESOLUTION COLD STORAGE BUILDING CONTRACTOR** – RESOLUTION - Motion to table the publication of a legal notice and bidding process for construction quotes of the cold storage building until a special meeting is scheduled which will address any questions or concerns with the changes to the design 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 approve the \$500 increase to the Engineered Plans Contract for additional changes made to the design 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 Asks has anyone attended the NYCOM webinar in regard to Unsafe Structures. There is a webinar available, and he can provide the link. Supervisor Seneck asks that the link be supplied to his email.

X AUDIT & PAYMENT OF BILLS

At an earlier time, General Fund vouchers number 141 – 175 in the amount of \$62,674.70, Highway Fund vouchers number 99 – 115 in the amount of \$58,529.68, Capital Fund vouchers number 5 - 6 in the amount of \$632.00, Lighting District voucher number 13 in the amount of \$554.52, Mt. Upton Water District vouchers number 38 – 41 in the amount of \$839.14 and Guilford Water District vouchers number 34 – 39 in the amount of \$3,427.84 were audited. Motion to approve payment of the bills moved by Councilmember Matt Retz. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

XI EXECUTIVE SESSION

RESOLUTION - Motion to go into Executive Session at 8:32 p.m. to discuss the payroll and salary matter of a Town employee 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.

RESOLUTION – Motion to exit Executive Session at 8:49 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.

RESOLUTION – Motion to approve an increase in annual salary for Justice Osborn to \$20,166.50 to be retroactive to May 1, 2023 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.

XII ADJOURNMENT

Being no further business, Councilmember Matt Retz moved to adjourn at 8:51 p.m. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

Respectfully Submitted,

Jodie M. Ives, Town Clerk