

**GUILFORD REGULAR TOWN BOARD MEETING
WEDNESDAY, DECEMBER 14, 2022, 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

I CALL TO ORDER

Supervisor Seneck called the regular meeting to order at 7:01 p.m.

II PLEDGE OF ALLEGIANCE

Councilmember Tom 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 November 09, 2022, 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 November 09, 2022, meeting as presented 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.

IV UPDATE GUILFORD WATER-BRENDON BECKER Water testing of the Youngs well indicates sulfur which can easily be chlorinated. Three additional test wells were drilled, one on the tank property and two on Fleming properties. The test well closest to the Dexheimer property will be abandoned for poor results. The pump tests indicate 6 and 7 gallons per minute from the two wells nearest the tank. These wells, being so close to the current tank, would easily tie into our system and would support the daily demand.

Plans moving forward would be the design for connecting the Youngs well to the system and sending this off to DOH for approval and get it out to bid. In addition, designing a well control building near the current tank and connecting the two new wells into the system as primary would be completed. The Youngs site will tie in and be a secondary location as a backup and a second test well is suggested to be drilled in the spring. DOH will make us install meters. Meter pits are suggested.

V JUSTICE POSITION DISCUSSION Would like to propose changing from a two judge to a single judge court system. It would be the recommendation to have one Judge and a Court Clerk. Supervisor Seneck will investigate legal obligations and election timelines.

VI FROM THE FLOOR – Speaker 1 Borden Hose has provided a copy of the 2021 Federal 990 report. Borden Hose acknowledged receipt of the ARPA funds distribution from the Town and appreciates the financial assistance.

VII REPORTS

A. SUPERVISOR – Supervisor Seneck reported the following:

1. The SSL Certificate for the town’s website is now provided at no charge by our web host.
2. Purchased 50 queries for the FMCSA. (Federal Motor Carrier Safety Admin.)
3. The quarterly BAGS meeting was held Wednesday, Dec. 7th – no change in our yearly contribution.
4. Want to thank town board members for touring the Blue Stone Wind Farm last Friday.
5. Emailed board members a letter from the county Farmland Protection Board suggesting the town consider developing land use regulations.
6. Met with Bergman Engineering to review required engineering work for the Guilford Lake Dam. Supervisor Seneck reviewed items discussed at the meeting.
7. Request to Audit Justice Books was received and will be scheduled next month.
8. Mentor Program offered by Commerce Chenango.

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

1. The November Statistics report was included in the board packet. There was nothing out of the ordinary on that.
2. The November Dog Control Officer report was included in the board packet. There were three dog seizures in November to SPCA; however, no license and redemption fees were paid to the town.
3. A copy of the approved 2023 budget was included in the board packet.
4. Gail worked with Brendon Becker to calculate the reimbursement from EFC for the Guilford Water Project. This includes expenses for both 2021 and 2022 for almost \$98,000.
5. We are preparing for the upcoming tax season. Tax bills are tentatively scheduled to be ready at the County, Thursday, December 15, 2022.
6. Holiday Office Closures will be Saturday, December 24 through Monday, December 26, 2022, and Monday, January 2, 2023.

C. FINANCIALS – Supervisor Seneck reported the following:

1. Page 1 and 2 totals do not agree. Money still due for Guilford Water Capital Checking.
2. Page 5 received \$172,000 more Sales Tax and \$31,000 Mortgage Tax revenue than budgeted.
3. Page 5 Fines and Forfeitures are more than budgeted.
4. Page 7 Highway Appropriations: Repairs Personnel up 12%, Fuel Up 23%, and Snow Personnel up 8% from 2021.

RESOLUTION - Motion to accept the 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
December 2022**

Town General

Increase Budget A1440.41 High Bridge Engineering	+\$1,437.53
From Unassigned Fund Balance	-\$1,437.53

Town Highway

Increase Budget DA5110.4 Repairs Contractual	+\$3,500.00
From Unassigned Fund Balance	-\$3,500.00

Mount Upton Water

Increase Distribution Contractual SW1-8340.4	+\$5,000.00
From Unassigned Fund Balance	-\$5,000.00
 Increase Purification Personnel SW1-8330.4	 +\$1,668.92
From Unassigned Fund Balance	-\$1,668.92

Guilford Water

Increase Budget Purification Contractual SW2-8330.4	+\$800.00
From Unassigned Fund Balance	-\$800.00
 Increase Budget Distribution Equipment SW2-8340.2	 +\$2,400.00
From Unassigned Fund Balance	-\$2,400.00

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

D. HIGHWAY - Highway Superintendent Bob Fleming reported the following:

1. Received new Volvo loader a few weeks ago.
2. Delivery of the Dodge 5500 delayed to mid-December.
3. Plowed and sanded 7 times so far.
4. Auctions International took pictures and information for surplus truck listings.
5. Chips funding is expected December 19, 2022.

E. COMMITTEE REPORTS

1. **HIGHWAY COMMITTEE** – Did not meet.
2. **BUILDING COMMITTEE** - Councilmember Ward reported the following:

- a. Town of Pitcher recently built a cold storage building. Their town purchased the materials. An Independent contractor was used to construct the building.
 - b. We have received three quotes for the Mount Upton water treatment building storage shed. RESOLUTION – Motion to use Farmyard Enterprises for an 8 x 10 building delivered to site at a cost of \$2,675 moved by Councilmember Gilda Ward. Seconded by Matt Retz. Ayes: Councilmember Tom Ives, Terry Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.
 - c. Carpet cleaning and floor waxing in the Town Hall will be scheduled for June 2023.
 - d. Fire extinguisher inspection is scheduled for July 2023 for the Highway building.
3. **PLANNING COMMITTEE** – No Business. There will be no planning board meeting scheduled for January 2023. The next scheduled meeting will be February 27, 2023.

VIII OLD BUSINESS

- A. BUILDING SECURITY** – RESOLUTION – Motion to accept the Johnson Control quotes for upgrades to the security and fire alarm systems at a cost of \$18,007.50 and \$20,697.49 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.
- B. EQUIPMENT REPLACEMENT SCHEDULE** Deputy Clerk Hoffman, Supervisor Seneck and Highway Superintendent Fleming have worked to prepare the equipment replacement schedule through 2035.
- C. WORKPLACE VIOLENCE-SEXUAL HARRASSMENT TRAININGS** Deputy Clerk Hoffman has worked to update the power point to Town of Guilford specifics. The Highway department will need to set a time to review the information. Please sign and submit completed forms to the Town Clerk.

IX NEW BUSINESS

- A. HIGHWAY LOADER** – RESOLUTION – Motion to authorize the purchase of a new Volvo Loader model L110H and trade current Caterpillar Loader model 950GC, value \$185,000, towards the purchase not to exceed \$31,070 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.
- B. PLANNING BOARD APPOINTMENT** – RESOLUTION – Motion to reappoint Robert Davis to the Planning Board effective January 1, 2023, through December 31, 2027, 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. SET DATE FOR GRIEVANCE DAY PUBLIC HEARING** – RESOLUTION - Motion to establish the date for a public hearing to review proposed Local Law #1 of 2023 regarding a date for the meeting of the Board of Assessment Review as Wednesday, January 11, 2023, 7:00 p.m. moved by Councilmember Terry Ives. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, Gilda Ward. Noes: None. Motion carries.
- D. TOWN HIGHWAY TRUCK PURCHASES** – RESOLUTION – Motion to amend the resolution from August 10, 2022, regarding the purchase of one highway truck. Motion should have been to purchase two Western Star 10-wheel dump trucks. Prices to be discussed when build dates and specs are established in June 2023 moved by Councilmember Tom Ives. Seconded by Councilmember Matt Retz. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, Gilda Ward. Noes: None. Motion carries.

E. MOU TEAMSTERS CONTRACT – The health insurance language in the current Collective Bargaining Agreement was not updated as was agreed upon. **RESOLUTION** – Motion to update the language and sign the Memorandum of Understanding regarding Article 14-Health Insurance moved by Councilmember Tom Ives. Seconded by Councilmember Terry Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, Gilda Ward. Noes: None. Motion carries.

F. KEROSENE GUILFORD WATER BUILDING - RESOLUTION – Motion to approve an emergency fill of kerosene for the Guilford water building and continue to purchase kerosene from Reese Marshall, under recommendation of the Guilford Water Superintendent, for the heating season at the market rate moved by Councilmember Matt Retz. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, Gilda Ward. Noes: None. Motion carries.

X FROM THE FLOOR – Speaker 1 Discussed Land Use Planning. He stated there are huge expenses with owning land (ex. taxes). He brought up concerns about outside authorities being able to impose restrictions on a land owner but having no financial responsibility.

XI EXECUTIVE SESSION

RESOLUTION - Motion to go into Executive Session at 8:47 p.m. to discuss personnel performance, rate of pay, and benefits 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 9:15 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.

XII AUDIT & PAYMENT OF BILLS

At an earlier time, General Fund vouchers number 255-282 in the amount of \$35,265.41, Highway Fund vouchers number 189-213 in the amount of \$125,507.34, Capital Fund vouchers number 13-14 in the amount of \$34,995.99, Lighting District vouchers number 22-23 in the amount of \$ 660.30, Mt. Upton Water District vouchers number 61-70 in the amount of \$18,778.59 and Guilford Water District vouchers number 54-58 in the amount of \$823.00 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.

XIII ADJOURNMENT

Being no further business, Councilmember Tom Ives moved to adjourn at 9:20 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