

**GUILFORD REGULAR TOWN BOARD MEETING
WEDNESDAY, FEBRUARY 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
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 Gilda Ward led the Pledge of Allegiance to the Flag.

III APPROVAL OF MINUTES

RESOLUTION - Motion to dispense with the reading of the minutes from the January 11, 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 January 11, 2023, 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 FROM THE FLOOR – Borden Hose delivered the 2021 Audit report.

V REPORTS

A. SUPERVISOR – Supervisor Seneck reported the following:

1. Received the 2022 Guilford and Mount Upton Water District Sanitary Surveys from the Chenango County Public Health Department. Recommendations for the Guilford system include repairing three of the filters beds that are down, improve our cross connections, and hire a backup water system operator.
2. Requested an updated Highway Superintendent's job description from the County Personnel Department.
3. Requested the installation timeline for the building security system from Johnson Controls.
4. Spoke with NBT Bank regarding investment opportunities.
5. DEC Dam Grant modification for extension needs to be updated.
6. An annual Zoom subscription has cost saving benefits versus paying monthly.

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

1. A Tax Collection report was attached for January 2023. Our total warrant is \$3,307,059. We have collected \$2,340,897.16 and the remaining amount is below one million dollars. A comparison report is attached, documenting the five previous years as well as 2023. The line that states Town Portion includes all funds that are due to the town. These amounts are fully satisfied. Looking at 2023 collections we have collected more than 2022 at this time. We are now collecting payments for February. These bills include a one percent penalty. We have had an apportionment and Gail was able to train me on how to handle that situation.
2. The January Statistics report was included in the board packet. Dog licenses and renewals are double what occurred in 2022.
3. The January Dog Control Officer report was included in the board packet.
4. I have a report of the Dog Control Officer Inspection from 1/18/23 available for review.

C. FINANCIALS – Supervisor Seneck reported the following:

1. The final December 2022 Financial report continues to need review. This affects the January 2023 opening reports.
2. Suggest the board table the tentative December 2022 and January 2023 Financial reports.

RESOLUTION - Motion to table the financials for December 2022 and January 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.

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

1. Met with the Highway Committee February 2, 2023. The discussions included the projected road projects.
2. Have received 2,500 tons 1 ST and 1,000 tons of 1B's stone at last year's bid prices.
3. Cutting roadside brush.
4. Insurance adjustor was here on January 24, 2023. Everything was in order for the paperwork.
5. The Wahlberg Road culvert will cost approximately \$21,000 and the proposed Marble Road culvert is quoted at approximately \$12,500.
6. Met with building committee to discuss cold storage plans and location.
7. Working on assembling the docks and have found a few missing pieces will need to be ordered.

E. COMMITTEE REPORTS

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

- a. The insurance adjustor has been here to access the door and building damage. The repairs will occur in a few months.
- b. Upon inspection, the committee noted that the trucks are being washed well and sand is being kept out of the frames.
- c. Box alarms kits should be installed on the highway trucks.
- d. The Committee requests additional improvements to safety when working under and around the trucks and equipment.
- e. The store in Mount Upton on Church Street was purchased by Husted Trucking. The plan will be to tear down the structure and donate this to the church for parking.
- f. The skid steer will not be replaced at this time.
- g. A highway truck had a driveshaft go. This was replaced by Winn's. The truck will be going for electrical repairs in the following week.

2. **BUILDING COMMITTEE** - Councilmember Ward reported the following:
 - a. Met on Friday, February 3, 2023.
 - b. Plan to purchase a storage building for the Guilford Lake swim program.
 - c. The stairs by the parking lot need replacing.
 - d. At the Mt Upton Park, there was vandalism to the picnic tables and the new benches. The benches were put in the storage building. Also, a large stone that was being used to cover an existing hole was smashed.
 - e. The Cold Storage building location is to be determined based on the septic system location.
 - f. The Mount Upton Water building had snow stops installed on the new roof.
 - g. There has been a mouse issue in the Town Hall that is currently being addressed.
3. **PLANNING COMMITTEE** – No Business

VI OLD BUSINESS - None

VII NEW BUSINESS

A. MOU FOR VOLUNTEER FIREFIGHTERS – RESOLUTION – Motion to authorize Supervisor Seneck to sign the MOU for Active Volunteer Firefighters allowing time off in the Union Contract when responding to a fire emergency 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. RESOLUTION REDUCING THE NUMBER OF TOWN JUSTICES FROM TWO TO ONE –

At a meeting of the Town Board of the Town of Guilford held at Town Hall, 223 Marble Road, Guilford, New York on the 8th day of February, 2023, the following resolution was offered by Councilmember Matt Retz and seconded by Councilmember Terry Ives:

WHEREAS, the Town of Guilford currently has two Justices for the Town Court; and

WHEREAS, the Town Board has determined that it will be in the best interests of the Town to reduce the number of Town Justices from two to one, pursuant to Town Law § 60-a; and

WHEREAS, said reduction of the number of Town Court Justices from two to one shall become effective upon the expiration of the term of Justice Jeremy Persons' current term on December 31, 2023.

NOW THEREFORE BE IT RESOLVED, that the number of Town Court Justices is hereby reduced from two to one as set forth herein above; and

RESOLVED, that, pursuant to Town Law §64-a(2), this resolution is subject to a permissive referendum.

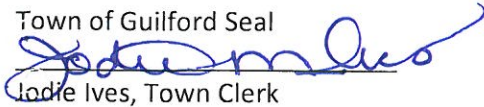
CERTIFICATION

I, Jodie Ives, do hereby certify that I am the Town Clerk of the Town of Guilford and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Guilford at a meeting thereof held at Town Hall, 233 Marble Road, Guilford, NY on the 8th day of February, 2023. Said resolution was adopted by the following roll call vote:

Supervisor George Seneck	Yes
Councilmember Terry Ives	Yes
Councilmember Tom Ives	Yes
Councilmember Matt Retz	Yes
Councilmember Gilda Ward	Yes

Dated: February 8, 2023

Town of Guilford Seal



Lodie Ives, Town Clerk

Town of Guilford

C. REVIEW HIGHWAY CLOTHING ORDERS - Amount budgeted is \$1,200 for 10 safety t-shirts as per the union contract. Quotes will be prepared and presented at the next meeting in March.

D. USE OF TIME OFF REQUEST FORMS – Reminder to use the time off request form to notify the Town Clerk if someone will be out for an extended period.

E. ANNUAL RESOLUTION TO PREPAY UTILITY VOUCHERS – RESOLUTION – Motion to pay utility bills prior to the monthly board meetings 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.

F. PROPERTY TAX EXEMPTIONS FOR VOLUNTEER FIREFIGHTERS – Discussion held regarding municipalities offering a tax reduction exemption to certified active volunteers up to 10%. Possible requirements would be to apply annually, have an annual roster provided from the fire department. Other options include after 20 years of service this would be a lifetime exemption and could allow for a spousal discount.

G. RESOLUTION TO ACCEPT RESIGNATION OF CLEANER – RESOLUTION – Motion to accept resignation from Frederick Epply as Cleaner effective January 31, 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.

RESOLUTION – Motion to appoint Maureen Fleming as a Temporary Cleaner starting Sunday, February 12, 2023 at the current monthly salary 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.

H. RESOLUTION TO ADVERTISE FOR A CLEANER – RESOLUTION – Motion to advertise for a Cleaner 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. GUILFORD WATER TREATMENT PLANT OPERATOR TRAINEE POSITION – RESOLUTION – Motion to establish the Guilford Water Treatment Plant Operator Trainee position at a rate of pay of \$35 per day 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.

J. POLICY & PROCEDURE – FILLING VACANCIES – RESOLUTION – Motion to amend the Policy and Procedure for Filling Vacancies item 4 (b) to remove the wording - place a notice in the newspaper and replace this with - place a public notice advertising the vacancy 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.

K. UNSAFE STRUCTURE LAW – RESOLUTION- Motion to table the draft local law entitled unsafe structures to next month for review. Motion moved by Councilmember Terry Ives, Seconded by Councilmember Gilda Ward. Discussion – this will require enforcement and cost monitoring. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

L. RESOLUTION FOR SAND, GRAVEL & STONE BID – RESOLUTION – Motion to publish the legal notice for Sand, Gravel and Stone bids 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.

M. RESOLUTION TO ACCEPT THE AUDIT OF TOWN BOOKS – RESOLUTION – Motion to accept the audit of the 2022 town books; Town Clerk, Supervisor and Town Justice, performed on January 28, 2023, moved by Councilmember Gilda Ward. Seconded by Councilmember Tom Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

VIII FROM THE FLOOR – Speaker 1 requests that the Highway department do an assessment and install a traffic counter on Medbury Road as it is receiving an excessive amount of traffic. In addition, speaker 1 also appreciates the town’s efforts to assist with recruiting and retaining volunteer fire fighters. He requests continued efforts to speak on the department’s behalf concerning proposals to the County and State level for funding of training and recertification programs.

IX EXECUTIVE SESSION

RESOLUTION - Motion to go into Executive Session at 8:10 p.m. to discuss a legal matter 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 8:22 p.m. made by Councilmember Gilda Ward. Seconded by Councilmember Terry Ives. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

X TOWN HISTORIAN POSITION - RESOLUTION - Motion to advertise the Town Historian position 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.

XI AUDIT & PAYMENT OF BILLS

At an earlier time, General Fund vouchers number 24 - 40 in the amount of \$10,929.50, Highway Fund vouchers number 15 - 28 in the amount of \$97,351.16, Capital Fund vouchers number 2 in the amount of \$17,160.50, Lighting District vouchers number 3 in the amount of \$620.08, Mt. Upton Water District vouchers number 7 - 13 in the amount of \$1,085.56 and Guilford Water District vouchers number 10 - 12 in the amount of \$854.53 were audited. Motion to approve payment of the bills 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.

XII ADJOURNMENT

Being no further business, Councilmember Tom Ives moved to adjourn at 8:26p.m. Seconded by Councilmember Gilda Ward. Ayes: Councilmember Terry Ives, Tom Ives, Matt Retz, and Gilda Ward. Noes: None. Motion carries.

Respectfully Submitted,



Jodie M. Ives, Town Clerk