

The Town of Fenton Town Board held its regular Work Session on Wednesday, April 24th, 2019, at 6:00 PM, at the Fenton Town Hall, 44 Park Street, Port Crane, New York.

PRESENT:	Town Board Members	Gary Holcomb, Supervisor Thomas Moss, Deputy Supervisor David Gunster, Councilman Michael Husar, Councilman Richard Pray, Councilman
	Town Attorney	Albert Millus, Jr. (arrived at 6:15 PM)
	Highway Superintendent	Randy Ritter
	Town Clerk	Melodie Bowersox
	Admin. Asst./Bookkeeper	Susan Crosier

OTHERS PRESENT: Water Supervisor/Dog Control Officer Greg Starley, Planning Board Chairman Tim Brown, two members of the General Public

Review Abstract #4, 2019

- General Fund: Big R & J Exterminating, Inc. - 51165/Library - Skunk Trapping - Voucher #226 - \$225.00 – Mr. Gunster asked if the Library was having an issue with skunks. Bookkeeper Sue Crosier said that R & J works with a certified licensed trapper and they were asked to address the skunk issue at the Library.
- Hillcrest Water District: Tioga State Bank - Tioga5058/Water Upgrades 2014-Principal - \$24,400.00 with Interest \$622.20 Voucher #69 and Tioga5059/Water Upgrades 2016-Principal \$60,000.00 with Interest \$1,530.00 Voucher #70 – Mr. Holcomb noted that the Water BANs were paid off, as it was difficult to find Banks that were interested in doing them at such a low amount. One was going to be paid off; one was not due until next year.
- Highway Fund: Cintas Corporation - Uniforms - 4020311973/Uniforms - 4/18/19 - \$43.25 – Mr. Husar said he is still puzzled about clothing expenses for Union employees. Mr. Holcomb explained that the coveralls for the Highway are still rented and cleaned weekly.
- Hillcrest Water District: Hanks Embroidery/Calleo Com - 231463/Sweatshirts & T Shirts - \$225.12 – Mr. Husar asked about this voucher. Water Supervisor Greg Starley replied that one set of shirts are ordered per year. Sue said that she does not recall shirts being ordered yet this year but that there is a voucher for Cintas Uniforms that is included each month for pants/jeans that are cleaned weekly.
- Hillcrest Water District: Lindsey Lawn & Garden - 724562/Generator - \$850.00 – Mr. Husar asked about this voucher. Greg said that they will be doing work at Porter Hollow so they needed a power source. They will also be doing all of the caps and valves at Elwell, Standish, and Hoyt Avenue as part of the paving project so they needed a grinder.

- After a review of the Abstract, **Mr. Pray moved to approve payment of the bills for Abstract #4, 2019**, seconded by Mr. Moss. **Motion carried.**
VOTE: Ayes 5 Gunster, Holcomb, Husar, Moss, Pray
Nays 0

Phelps Creek Meeting – A second meeting pertaining to Phelps Creek is being planned for May 2nd, 2019. Carl Swartz from US Fish and Wildlife Service will be present to speak at the meeting. Someone from Norfolk Southern Railway, the upper railroad track near Phelps Creek, will attend the meeting as well.

County Grants – As part of the Governor’s Revitalization Plan, the County is receiving a grant of \$732,000.00 for Chenango Street cycling and pedestrian ways in the Town of Fenton and \$23,500.00 specifically to buy concrete for sidewalk work in designated areas of which the Town of Fenton is one of. Mr. Holcomb intends to follow up on the grants.

Monkey Run Road – Bid Acceptance – The bids were opened last week and the lowest bid received was from Tweedie Construction Services. John Mastronardi of Griffiths Engineering compiled a spreadsheet of the details of the bids and noted an anomaly with the special fill on the Tweedie bid. The second lowest bidder is a client of HH&K so Atty. Millus had to recuse himself from any discussion on the matter. Mr. Holcomb contacted David Berger (Law Office of David Berger) who emailed him back and said that his ‘opinion is that the Town Board has the power to treat the error as a mere irregularity of form, as the correction of the error does not accord it an unfair competitive advantage over the unsuccessful bidders..’ Mr. Husar asked Mr. Holcomb if Tweedie will be asked to clarify the error in writing before the bid is accepted; Mr. Holcomb replied yes. Mr. Holcomb recommended that the Tweedie bid be allowed once John has contacted Tweedie to have the correction made. The bid could be approved by the Town Board next week, then the Contractor has approximately 60 days to complete the project.

Court JCAP Proposal – Judge Madden has asked for permission to apply for a Court JCAP Grant. Mr. Husar asked Judge for specifics but he has not heard back from him yet.

Carrier Services Group (CSG) Application Status/Timeline – Mr. Holcomb reviewed the status and potential timeline of the CSG Application.

- March 25th – CSG submitted Special Use Permit Application to the Town
- April 23rd – Part 2 of the Full Environmental Assessment Form completed by the SEQR Committee; the Town Board will complete their own SEQR but will have the information provided by the SEQR Committee to reference
- April 24th – Part 2 of the Full Environmental Assessment Form emailed to the Planning Board
- April 26th – 239 Review to be submitted to the County no later than this date and received back by May 26th; Atty. Millus confirmed that the Planning Board could submit

the 239 Review to the County and then the Town Board would be able to adopt it as their own

- May 26th – Public Hearing to be held 62 days from submittal date
- June 12th – Tentative Public Hearing if CSG agrees to extending it past the 62 days timeframe (separate meeting from Town Board Meeting)
- June 26th – Work Session to include review of the Abstract and Town Board's completion of the SEQR; possible action of the Board following the completion of the SEQR

Water Department – Two Man Operation – Greg Starley provided the Town Board with two documents. The first document he reviewed with the Board was entitled, "Water/Sewer Tasks that Require Two People." Greg said that for the past two years, there has been talk about bringing on a full time Assistant in the Water Department. The majority of the work that is done requires two people, as indicated in the document, specifically repairs made in the roadway with traffic, work performed at Residents' homes, work performed at the tanks, and work performed at the well fields. Currently Devon Ritter, the Assistant Water Operator, works 29 hours/week; 20 hours/week if he alternates evenings and weekends. Often Devon works past his allotted hours without being compensated; Atty. Millus said this cannot be done. Mr. Pray asked Greg to compile the second document entitled, "Highway/Water Shared Services." The Water Department assists the Highway Department in certain jobs and vice versa, but Mr. Pray noted that there are some jobs that Highway cannot be used for such as digging in the roads around pipes that must be done by licensed and trained pipe fitters with special insurance. Following Greg's proposal and the Town Board discussing the proposal with Greg, **Mr. Pray made a motion to make the Assistant Water Operator Position a full time salaried position with the monies allocated in the budget (\$38,000.00) effective April 15th, 2019, seconded by Mr. Gunster. Motion carried.**

ROLL CALL VOTE:

Councilman Mr. Gunster aye

Councilman Mr. Husar aye

Councilman Mr. Moss aye

Councilman Mr. Pray aye

Supervisor Mr. Holcomb aye

Mr. Pray will forward Devon Ritter's recent evaluation to the Town Board Members.

Highway Department Purchase – Highway Superintendent Randy Ritter said that a motor had to be purchased for the Highway Department's Solid Waste truck.

Vacant Properties in the Town of Fenton – Mr. Gunster and Building Inspector Matt Banks drove through part of Port Crane and have listed 36 properties that are vacant, classifying them by the severity of the condition the properties are in and what the issues are with the properties. There are nine properties listed as severity one. They plan to make another trip throughout the Town to add to the list.

310 Ballyhack Road – Atty. Millus sent a letter to the Owner of 310 Ballyhack Road yesterday, indicating that the Town Board is planning to demolish the burned out home on the property. The cost of the demolition will be applied to the Property Owner's taxes. If he does not pay for it, there is potential for the Town to acquire the property for \$1.00. At that point, the Town could approach the Broome County Land Bank who redevelops and remarkets properties. The Board plans to vote on the issue at the Town Board Meeting next week.

Building Inspector/Code Enforcement Officer Shared Services – Mr. Moss would like to begin discussion on the matter of Shared Services between the Town's Building Inspector and the Town's Code Enforcement Officer. He would like to have a meeting between Matt Banks, John Broughton, Mr. Gunster, and himself in the month of May. John will be a Certified Building Inspector by the end of June for Port Dickinson, but perhaps he could assist Matt at the Town of Fenton. Matt has the authority to issue violations in Code Enforcement and may be able to assist John.

Carpet Replacements – The Historian's Office is in need of new carpet; it is starting to buckle and some individuals have tripped on it. There may be enough carpet tiles downstairs to replace the carpet in this office. Also, Mr. Moss would like to look into upgrading the flooring in the halls and the front foyer area of the Town Hall. He suggested looking into alternative options to carpet in the front foyer area. Mr. Moss could look at pricing for this as a project for the end of the year. Next year the Town Meeting Room can be considered for carpet replacement.

Children's Home Neighborhood Advisory Council Meeting – Mr. Moss attended the Children's Home Neighborhood Advisory Council Meeting last night. Announcements of the meeting were sent to 485 Residents and only four attended. Mr. Moss highlighted a few of the agenda items:

- Sunrise Center for Girls – maximum number of girls to house is eight; they currently have four; they are 16 years old; they can only stay a maximum of four months
- Campus Generator – being installed; will generate power to the entire campus with the exception of the old Hillcrest school; Mr. Moss suggested they speak with Broome Emergency Services to be used as an Emergency Shelter; the Town Board Members discussed potential issues with the generator and Mr. Moss agreed to contact George Dermody of the Children's Home to discuss these issues with him
- Fire Alarms – keys have been placed in all of the fire alarms except for the buildings that do not have sprinklers; every staff member has a red key; the letter that the Town provided helped with the case and the State embraced it; the keys have drastically helped the problem they were having and there has not been a false alarm since April 18th (they were averaging two/day)
- Population – the student population has decreased

At 7:47 PM, Mr. Husar made a motion to adjourn into Executive Session to discuss potential litigation, seconded by Mr. Moss. **Motion carried.**

Melodie A. Bowersox, Town Clerk