

The Town of Fenton Town Board held its regular Work Session on Wednesday, December 19th, 2018, at 6:00 PM, at the Fenton Town Hall, 44 Park Street, Port Crane, New York.

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| PRESENT: | Town Board Members | David Hamlin, Supervisor Gary Holcomb, Deputy Supervisor Michael Husar, Councilman (arrived at 6:07 PM) Thomas Moss, Councilman Richard Pray, Councilman |
| | Town Attorney | Albert Millus, Jr. (arrived at 6:16 PM) |
| | Highway Superintendent | Randy Ritter |
| | Town Clerk | Melodie Bowersox |
| | Administrative Asst./Bookkeeper | Susan Crosier |

OTHERS PRESENT: 4 members of the General Public

Review Abstract #12, 2018 of December, 2018

- General Fund - Town wide: Broughton, James - Constable Mileage 2018 1620 miles - Voucher #609 - \$882.90 – Mr. Moss asked if Voucher #609 should be for James or John Broughton; Bookkeeper Sue Crosier said it should be for John Broughton. She will correct it.
- After a review of the Abstract, **Mr. Pray moved to approve payment of the bills for Abstract #12, 2018 with the correction to Voucher #609**, seconded by Mr. Moss.
Motion carried.

VOTE: Ayes 5 Hamlin, Holcomb, Husar, Moss, Pray
Nays 0

Update on Credit Card for Town Clerk and Water Department – Town Clerk Melodie Bowersox received the credit card machine from Forte. After a few technical difficulties, the machine was set up. Melodie and Deputy Town Clerk Sheryl Seymour will be receiving training on the credit card machine this Friday. They hope to have it up and running by the first of the year.

Brief Discussion of Planning Board Response to Zoning Law Modifications – Atty. Millus met with the Planning Board last night to discuss Local Laws #4, #5, and #6. Because of the effective Zoning Law, the Town Board had to refer this to the Planning Board for recommendation. The Planning Board had questions which Atty. Millus was able to address. Mr. Holcomb and Mr. Husar also attended the meeting. For Local Law #4, the Planning Board did not like the waiver provision which Atty. Millus took out of State Law. For Local Law #5, the Planning Board did not like the allowed use for 'other light manufacturing' (this was also mentioned in Local Law #4). For Local Law #6, the Planning Board would like to review the comments from the County's 239 Review before making any recommendations to the Town Board. Atty. Millus suggested that the Town Board review the Planning Board Minutes once

they have been drafted, then they can accept or reject the Planning Board's recommendations; they could also modify the language of the Local Laws.

Resolution #2018-11 – Resolution to Relevy Lawn Mowing Charges on 2019 Tax Bills – Mr. Moss made a motion to adopt Resolution #2018-11:

WHEREAS, the Town incurred lawn mowing expenses in 2018 totaling \$2,490.00 to remedy property owner violations of Chapter 107 of the Town Code (Property Maintenance);

NOW, THEREFORE BE IT RESOLVED, the list of lawn mowing charges be submitted to the Broome County Real Property Tax Service Department for inclusion and collection on the 2019 tax bills.

Seconded by Mr. Husar. **Motion carried.**

ROLL CALL VOTE:

Councilman Mr. Holcomb aye
Councilman Mr. Husar aye
Councilman Mr. Moss aye
Councilman Mr. Pray aye
Supervisor Mr. Hamlin aye

310 Ballyhack Road – Building Inspector Matt Banks received a quote to demolish the burned out home at 310 Ballyhack Road for approximately \$14,000. Matt is still waiting for an additional quote. Under the Town's Law, the Town can demolish it then apply the cost to the Property Owner's tax bill. The Town Board would like to give the Owner a 30 day notice before committing to demolishing it. Atty. Millus will draft a letter and circulate it to the Town Board prior to sending it to the Owner.

Procurement Policy Modifications Handout – Mr. Holcomb distributed a handout to the Town Board of modifications to the Procurement Policy. Assistant Bookkeeper Mike Giovinazzo pulled together some sample Procurement Policies from other Towns to consider for our Procurement Policy. Many items in our Policy are 20+ years old. Mr. Holcomb would like the Town Board and Atty. Millus to review the suggested changes made to the Policy. He will also check with Mike to make sure that the changes are in compliance with NYS General Municipal Law.

Matters to be Completed by Atty. Millus:

- **310 Ballyhack Road** – Write a letter to the Property Owner
- **Outdoor Woodburning Furnace (OWBF) Law** – Draft the OWBF Law with the changes to the fine amounts
- **Outdoor Recreation** – Complete the definition of Outdoor Recreation; also needs to be reviewed by the County and Planning Board
- **Martinichio Island** – Return the Martinichio Island to Mr. Martinichio
- **Engineering Contract** – Complete the Engineering Contract
- **Local Laws #4, #5, #6** – Waiting for 239 Review from County for Local Law #6

Thanks to:

- **Highway Department** – Mr. Moss thanked the Highway Department for picking up the leaves in Hillcrest. He said it was very much appreciated by the Residents.
- **Mr. Hamlin** – Mr. Holcomb said he appreciates Mr. Hamlin's efforts in the years he has served on the Town Board. The past couple of years have been tough but interesting and he does not know if anybody could have handled it better than he did. Sue added that it has been a pleasure to work with him.

At 6:40 PM, Mr. Hamlin adjourned the meeting.

Melodie A. Bowersox, Town Clerk