

The Town of Fenton Town Board held its regular Work Session on Wednesday, January 30<sup>th</sup>, 2019, at 6:00 PM, at the Fenton Town Hall, 44 Park Street, Port Crane, New York.

<b>PRESENT:</b>	Town Board Members	Gary Holcomb, Supervisor Thomas Moss, Deputy Supervisor David Gunster, Councilman Richard Pray, Councilman
	Town Attorney	Albert Millus, Jr.
	Town Clerk	Melodie Bowersox
	Administrative Asst./Bookkeeper	Susan Crosier
<b>ABSENT:</b>	Town Board Member	Michael Husar, Councilman
	Highway Superintendent	Randy Ritter

**OTHERS PRESENT:** Planning Board Chairman Timothy Brown, one member of the General Public

### **Pledge of Allegiance**

### **Review Abstract #1, 2019**

- Highway Fund: Microbac Laboratories, Inc. - PP9A01842/Well Testing - Voucher #21 - \$405.00 – Mr. Holcomb asked about Voucher #21. Mr. Gunster said it was a test for the main well at the Highway Department.
- Hillcrest Sewer District: Bing-JC Joint Sewage Board - 22110/1<sup>st</sup> Qtr. 2019 Sewer Usage - Voucher #4 - \$20,207.00 – Mr. Holcomb noted that this voucher is up approximately \$6,000.00 from last year. Mr. Pray reviewed the bill and said he would check with Hillcrest Water and Sewer Operator Greg Starley to see if they received a meter reading, as the bill indicates it is based on an estimated flow.
- Hillcrest Water: Lowe's Companies Inc. – Mr. Pray said that there are several vouchers for Lowe's because the area where the backup diesel tank was had to be rebuilt after it was moved. The tank, which has never had the diesel pumped out and has not been used for 25 years, was moved to the other end of the building and a mouse nest was found there from all the mice problems they had been having.
- After a review of the Abstract, **Mr. Pray moved to approve payment of the bills for Abstract #1, 2019**, seconded by Mr. Gunster. **Motion carried.**

**VOTE:** Ayes 4 Gunster, Holcomb, Moss, Pray  
Nays 0  
Absent 1 Husar

**Approval of Local Law #1, 2019, Fine Schedule for OWBF (Outdoor Wood Burning Furnace)** – A Public Hearing was held at the Special Work Session on January 16<sup>th</sup>, 2019 for

Local Law #1, 2019, concerning the Fine Schedule for OWBF. **Mr. Moss made a motion to approve Local Law #1, 2019**, seconded by Mr. Pray. **Motion carried.**

**ROLL CALL VOTE:**

Councilman Mr. Gunster aye  
Councilman Mr. Husar absent  
Councilman Mr. Moss aye  
Councilman Mr. Pray aye  
Supervisor Mr. Holcomb aye

**Resolution #2019-01 – Approval of Budget Modifications for Year-End 2018 –**  
Following Mr. Holcomb's review of the Budget Modifications lists for Year-End 2018, **Mr. Gunster made a motion to adopt Resolution #2019-01:**

**Lists have been prepared detailing overdrawn appropriation accounts within various Town funds for 2018 along with corresponding accounts and amounts to help cover these overdrawn appropriations**, seconded by Mr. Pray. **Motion carried.** (The lists of the Budget Modifications will be filed with the minutes.)

**ROLL CALL VOTE:**

Councilman Mr. Gunster aye  
Councilman Mr. Husar absent  
Councilman Mr. Moss aye  
Councilman Mr. Pray aye  
Supervisor Mr. Holcomb aye

**Planning Board Meeting** – Last night the Planning Board met and reviewed Local Law #6, 2018 (to amend the zoning map of the Town of Fenton from Residential-B to Restricted Commercial for the Carrier Services Group parcel in Hillcrest). They recommended to declare a negative declaration in terms of the environmental impact and to approve the zoning change, noting that there were a couple of typos in the document that have already been corrected by Atty. Millus.

**Procurement Policy** – Mr. Holcomb reviewed the modifications that he and Assistant Bookkeeper Mike Giovinazzo made to the Town's Procurement Policy. After the Town Board discussed the modifications, **Mr. Holcomb made a motion to adopt Resolution #2019-02:**

**WHEREAS**, the Town of Fenton Procurement Policy has not been revised since 1992, and,  
**WHEREAS**, the dollar limits for requiring the bidding procedures for both Contracts for Goods and Public Works Projects have been adjusted by the State, and,  
**WHEREAS**, the Town wishes to continually adjust to any changes in the future, and,  
**WHEREAS**, the State has allowed for a 'best value' in the selection process,

**THEREFORE, BE IT RESOLVED**, that the Town of Fenton Procurement Policy, Chapter 34 of Town of Fenton Code, be revised to include these changes, and a revised version of Chapter 34 be incorporated in the Town Code.

Seconded by Mr. Moss. **Motion carried.**

**ROLL CALL VOTE:**

Councilman Mr. Gunster aye  
Councilman Mr. Husar absent  
Councilman Mr. Moss aye  
Councilman Mr. Pray aye  
Supervisor Mr. Holcomb aye

**Crime Lab Lease Modification (Generator)** – The Town Board Members received a letter from the New York State Police concerning an addition to the Town’s Lease with the Crime Lab. The Town will be sharing the cost (50%) of the operation of the backup generator with the Crime Lab. The landlord (Town of Fenton) will retain ownership of the generator should the tenant (Crime Lab) leave. **Mr. Pray made a motion to add the letter received as Appendix A to the current Lease No. L001659 for the Southern Tier Crime Lab**, seconded by Mr. Moss. **Motion carried.**

**ROLL CALL VOTE:**

Councilman Mr. Gunster aye  
Councilman Mr. Husar absent  
Councilman Mr. Moss aye  
Councilman Mr. Pray aye  
Supervisor Mr. Holcomb aye

**Lighting Districts** – There are two Lighting Districts, Hillcrest and Port Crane. In addition, there is lighting that falls under the General Fund. The Town has several NYSEG and Constellation accounts. The accounts are billed to all three of those Districts; however, they cannot tell us which poles are on which bills and/or charged to which Districts. Mr. Holcomb has now directed Bookkeeper Sue Crosier that any poles the Town owns (poles on the Service Roads, poles on NYS Route 369, and three on Fenner Hill Road) will be considered General Fund poles. At some point, a meeting needs to be held with NYSEG to determine which light poles go with which bills and Districts.

**Local Laws #4, #5, and #6 of 2018** – The Public Hearings for Local Laws #4 and #5 will be reopened at the February Town Board Meeting. The changes to Local Law #4 will be reviewed, the Public Hearing will be closed, and the Town Board may vote on it. If it is passed, then the Town Board may proceed to Local Law #5. The SEQR form will also need to be completed by the Town Board. The Public Hearing for Local Law #6 will be reopened at the February Work Session.

**Outdoor Recreation** – The Town Board Members discussed the current draft definition of Outdoor Recreation. Board Members expressed their concern that some of the uses listed seem to be more Commercial Recreation and/or Outdoor Entertainment descriptions rather than Outdoor Recreation descriptions. The Board decided to remove several uses from the definition and edited a few of the uses descriptions. Atty. Millus will revise the draft and redistribute it to the Town Board Members. This will become Introductory Local Law #2 of 2019.

**310 Ballyhack Road** – Mr. Moss asked what the status is of 310 Ballyhack Road. Atty. Millus asked Building Inspector Matt Banks to call the Property Owner, as the Town does not have a Windsor mailing address for him.

**At 7:10 pm, Mr. Holcomb adjourned the meeting.**

Melodie A. Bowersox, Town Clerk