

The Town of Fenton Town Board held its regular Work Session on Wednesday, March 27th, 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
Town Attorney	Albert Millus, Jr. (arrived at 6:09 PM)
Town Clerk	Melodie Bowersox
Admin. Asst./Bookkeeper	Susan Crosier

ABSENT:

Town Board Member	Richard Pray, Councilman
Highway Superintendent	Randy Ritter

OTHERS PRESENT: Planning Board Member Chairman Tim Brown, three members of the General Public

Pledge of Allegiance

Review Abstract #3, 2019

- General Fund: Holcomb-Gary - BCAOTV Mtg. - February - Voucher #153 - \$22.00 – Mr. Holcomb said that he received credit for this voucher and no check should be cut. The invoice should have said 'prepaid' but instead it said the amount due was \$22.00.
- Mr. Husar asked if the Town was still paying for uniforms. Mr. Holcomb said that they are not the same uniforms that the Highway guys were receiving. They now include coveralls and items for Highway Superintendent Randy Ritter. Bookkeeper Sue Crosier said she can identify them on the vouchers.
- General Fund: Sterling-David - Annual Membership Fee/CAC Meeting - 2019 - Voucher #177 - \$150.00 – Conservation Advisory Committee (CAC) Member David Sterling recently passed away. His stipend for the year is being paid now rather than in December.
- Hillcrest Water District: Starley-Greg - Carbonite/Reimb./Backup Software for PC (3 yrs.) - Voucher #65 - \$194.37 – Mr. Husar said that he used this software and it is a backup service that backs up your documents as you go along. He asked if the Water Department is served by our IT Department; Mr. Holcomb said it is not but that he could speak to Bob Bartilotti about that possibility.
- After a review of the Abstract, **Mr. Gunster moved to approve payment of the bills for Abstract #3, 2019**, seconded by Mr. Moss. **Motion carried.**

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

Harassment Policy – Mr. Holcomb found a Town of Fenton Harassment Policy on file dated 2004. Atty. Millus arranged for Dawn Lanouette of HH&K to review the policy. She made suggestions of additions to the document which Mr. Holcomb and Sue made then forwarded to the Town Board Members for further review. Town Board Members also made a few suggestions of additions/corrections to the document which will be incorporated into the policy prior to the adoption at the Town Board Meeting next week. Training will follow, possibly by Mr. Holcomb, on the Harassment Policy. NYMIR and Worker's Comp offer Sexual Harassment Training which the Highway Department has attended, but all employees will be required to attend training on this particular policy.

Stormwater – Phelps Creek – Mr. Husar reported that a meeting was held regarding Phelps Creek. It was well attended. NYS DEC recommended that a related agency, US Fish and Wildlife Service, be contacted to attend a meeting for a presentation about creeks, stormwater, the flow of water, etc. The Department of Public Works recommended that the Town may want to think more about the runoffs of properties, where driveways lead, etc. in the Town's regulations. The group intends to meet again, have the agency make a presentation, and see if monies are available for a stream and/or watershed study. Mr. Gunster said the Town is allowed to work without a permit within 300' of a stream/creek if the Town roadway is going to be impacted. Also a homeowner can do work if property is owned along the stream/creek. Mr. Holcomb noted that the Town really has no authority to go into Phelps Creek because there is no infrastructure along there (other than outfalls at the end near Miselnicky's property).

Community Development Block Grant (CDBG) Update – Bids were sent out. Only one bid was received from THOMA. It is approximately \$500 more than last time. Assistant Bookkeeper Mike Giovinazzo sent the outreach information to OCR so that they can give the Town permission to approve THOMA. If he hears back from them by the Town Board Meeting next week, the Board can vote on it.

Environmental Quality Review Workshop Proposal – With the adoption of the new Local Laws and the changes in SEQR, the Board is looking at ways to make this more effective and not to have to do this as an entire Board – Town Board or Planning Board – in the middle of a regular meeting. The proposal that has been suggested in these SEQR changes is to form an Environmental Review Workshop that consists of two or three members from different Boards that would go through the SEQR process with the applicant. Mr. Brown explained that this would also provide the Lead Agency with a more comprehensive view. In the first round, Mr. Brown, Mr. Gunster, Mr. Pipher, and Mrs. Podrazil will serve with one alternate; Mr. Brown will be the facilitator. The workshops will be on a rotating basis so that all Board Members will participate. The first project to be reviewed is Carrier Services Group (CSG). Once the workshop has met and material has been put in draft form, it will be presented then reviewed by all Town Board Members at an open meeting. Mr. Moss asked if the Zoning Board of Appeals (ZBA) should be considered for the workshop. Mr. Brown said they could be included; Atty. Millus does not see the ZBA as being equipped to be part of this particular process because their role is different than the other Boards roles. Mr. Husar asked if this was required

to be held as a Public meeting. Mr. Brown said no because decisions would not be made (only recommendations) and there would not be a quorum; the group would be meeting in an environment where uninterrupted dialog could take place.

CSG Special Use Permit Application – Mr. Brown received the CSG Special Use Permit Application on March 22nd, 2019; it is signed March 25th, 2019. The Town has 62 days from the time of arrival to hold the Public Hearing. At the Town Board Meeting next Wednesday the Town Board can refer this to the Planning Board for review. Once the Planning Board reviews the project, they will make recommendations to the Town Board. The Town Board will then make the final decision and can attach conditions, if they desire, prior to making that final decision. Mr. Brown plans to have an Informational Meeting on the Project for the Public. Once the complete application is received from CSG, the SEQR Review will be done by the new Committee, a third 239 Review will be submitted to the County, a Public Hearing will be held, and the Planning Board will do their complete review (including the Site Plan Review).

Outdoor Recreation Law – Atty. Millus provided the Town Board Members with the final version of the Outdoor Recreation Law. He added the Planning Board's recommendations and Mr. Husar's suggestion of 'rifle and pistol ranges in accordance with any applicable state and federal requirements' under definition #1. Atty. Millus will schedule a Public Hearing for this Law to be held at the Town Board Meeting next week.

New Highway Department Employee – Mr. Gunster announced that the Highway Department hired Robert Green. He previously worked at the Town of Kirkwood. He has an Inspection License, can operate heavy equipment, and lives in the Town of Fenton.

LED Lighting Update – Mr. Moss approached Eastern Energy Solutions for a proposal and received no response. Focus TEM asked for a punch list of parts and part numbers, knowing that Lime Energy had already been on site and had come up with a list. After discussing this with Mr. Holcomb (and redacting hours/pricing), they felt it was okay to share this list with Focus TEM who then came back with an online website with the same part numbers and costs; however, Mr. Moss would have had to figure out the actual final cost. Lime Energy provided an exact list of parts, how long it would take to replace it, and a proposed cost. Mr. Moss said Lime Energy has done a great job with the Tunnel lighting and the Fenton Free Library lighting. The cost is \$13,362.00 with a recovery of \$16,574.00 savings over five years. **Mr. Moss made a motion to use Lime Energy as the provider of the LED Lighting at the Town Hall,** seconded by Mr. Husar. **Motion carried.**

ROLL CALL VOTE:

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

Hillcrest Booster Days – The fireworks for the Hillcrest Booster Days will be held on May 31st, 2019. Paperwork will have to be filed with Building Inspector Matt Banks.

Fuller Road Property – The Town has been planning to convey property back to the Goozovats for some time. At one time the Goozovats conveyed it to the Town for a turnaround, but the Town does not need it anymore. Paperwork was sent to the Goozovats to be signed several years ago and was not received back, but the Town finally received it. Mr. Holcomb now needs to finalize it with his signature on the document.

Crossing Guard – Mr. Holcomb sent a letter to Chenango Valley School stating that the Town is not in a position to hire a Crossing Guard at St. Francis School.

At 7:03 PM, Mr. Husar made a motion to adjourn into Executive Session to discuss a personnel matter, seconded by Mr. Moss. **Motion carried.**

Melodie A. Bowersox, Town Clerk